MINUTES

COMMUNITY FOCUS COUNCIL MEETING

TUESDAY 9 APRIL 2019

7.00PM

THE VINES ROAD COMMUNITY CENTRE
37-61 VINES ROAD
HAMLYN HEIGHTS

COUNCIL:
Cr B Harwood (Kardinia Ward)
Mayor

Cr S Asher (Bellarine Ward)
Cr J Mason (Bellarine Ward)
Cr T Sullivan (Bellarine Ward)
Cr E Kontelj (Brownbill Ward)
Cr S Mansfield (Brownbill Ward)
Cr P Murrihy (Brownbill Ward)
Cr R Nelson (Kardinia Ward)
Cr P Murnane (Kardinia Ward)
Cr A Aitken (Windermere Ward)
Cr K Grzybek (Windermere Ward)

CITY OF GREATER GEELONG

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– Parking in Central Geelong

MINUTES OF THE COMMUNITY FOCUS COUNCIL MEETING OF THE GREATER GEELONG CITY COUNCIL HELD AT THE VINES ROAD COMMUNITY CENTRE 37-61 VINES ROAD, HAMLYN HEIGHTS TUESDAY, 9 APRIL 2019 COMMENCING AT 7.00PM

PRESENT: Cr B Harwood (Mayor), Crs A Aitken, S Asher, K Grzybek, E Kontelj, S Mansfield, J Mason, P Murnane, P Murrihy, R Nelson, T Sullivan

Also present: M Cutter (Chief Executive Officer), G Smith (Director Manager Planning and Development), B Luxford (Director Investment & Attraction), G Wilson-Browne (Director City Services), R Stevens (Acting Director Community Life), M Dugina (Director Finance & Strategy), R Leonard (Executive Manager Governance & Legal Services)

OPENING: The Chair declared the meeting open at 7.00pm.

ACKNOWLEDGEMENTS:

Council acknowledged Wadawurrung Traditional Owners of this land and all Aboriginal and Torres Strait Islander People who are part of the Greater Geelong community today.

APOLOGIES: Nil.

LEAVE OF ABSENCE:

Cr Asher moved, Cr seconded –

That Leave of Absence be granted to Cr Aitken from 19 April up to and including 27 April 2019.

Carried.

PRESENTATION:

Crs Mansfield, Murrihy and Kontelj provided the gallery with a snapshot of some of the activities and projects happening in the Brownbill Ward.

CONFIRMATION OF MINUTES:

Cr Mason moved, Cr Sullivan seconded -

That the Minutes of the Community Focus Council Meeting held on 12 March 2019 be confirmed.

Carried.

DECLARATIONS OF CONFLICTS OF INTEREST: Nil.

QUESTION TIME:

Amanpreet Kaur and Katrin Mester submitted questions prior to the meeting and will be responded to in writing.

Charles Cameron asked that the two storey dwelling on the south east corner of the proposed Conference Centre at Deakin University be conserved?

The Mayor responded that the building will remain as considerable work has been carried out on the dwelling and is an integral part of the waterfront.

Bernard Clancy asked the following regarding Osborne House:

On the understanding that work to remove mould from Osborne House and annexes has been completed, has any remedial work been done to prevent mould and water ingress re-occurring. If not, why not? Is any preventative work planned? If so, when? If not, why not?

Michael Dugina responded that Council has put aside $1m in next year's budget for restoration works which will start in the next three months.

Travis Kirwood added the leaking roof has been addressed.

Ken Baker directed his remarks to the Mayor in relation to Osborne House:

In your column printed in the Geelong Advertiser recently you indicated that Osborne House suffered damage due to inactivity at the building!

When the Geelong and District Sub-branch of Vietnam Veterans Association of Australia took a lease of the Branscombe Room it was quite run down and in a filthy condition inside and out. However, over the next five years before its closure the Sub-branch kept it clean and in good condition and advised Council many times of the leaking roof and gutters which ultimately led to the serious mould situation and finally two years ago Council closed the facility. This was "demolition by neglect" by Council not due to inactivity.

In addition the report in the paper suggests that the ultimate fate of the building would have it as a grand entrance to the hotel or function centre in private hands? I am under the understanding that Council has already resolved that this facility was to remain in public hands and would not be disposed of privately. Your comments appear to be contradictory to a Council resolution already passed in the Council chamber?

The Mayor responded the comments were referring more to the building's full potential. The property could remain in public ownership and be subject to a long term lease.

Bill Votsaris asked about parking in the CBD and asked when Council is considering the parking policy the traders should not be disadvantaged. The policy should be considered across the needs of the whole City.

The Mayor thanked Mr Votsaris for his comments.

Jennifer Bantow asked would Council please direct those undertaking the Master Plan to use the words that the elected Councillors have resolved, and the words House, Stables and Precinct needs to be deleted and the name of Item 5 should be Osborne Park Master Plan Update. AND could Council please direct Council staff that the Osborne Park Master Plan should be (as resolved by Council 26 July and 11 December) … for the future use of Osborne Park by the relevant community stakeholders … listed in the resolutions by Council 26 July and 11 December, rather than for the benefit of neighbouring privately owned commercial premises?

Two important matters about the future of Osborne Park, I understand are not part of the considerations of a Master Plan. These are:

Firstly, a suggestion for a Management Structure comparable to the Kardinia Park Trust, where the property remains owned by the City of Greater Geelong, and a Management Board or Committee, some people appointed, others may be elected community representatives, makes decisions about the leasing, or renting, or tenancies, hiring for functions, events, visitation, of the various parts of the property.

And secondly, a consolidation of the various parts of the property, into one parcel, whereby the property remains owned by the City of Greater Geelong and is converted in its entirely into Crown Land, not to be subdivided.

Could Council please consider these suggestions of an Osborne Park Management Structure like Kardinia Park, and a consolidation of Osborne Park, the buildings and all the grounds (perhaps adding the area used for car parking for the Highland Gathering on St Patrick's Day), into one parcel?

Re the City's highly significant heritage properties:

City of Greater Geelong owns or manages, or has some jurisdiction over, some of the most significant heritage places in the municipality. Such as – Osborne Park, the Post Office, the Town Hall, the Customer House, perhaps the Railway Station, the Court House, and out of the City, for instance at Drysdale, another Court House and the Library, and no doubt many others.

Of the approximate 900 Council owned properties in the remit of the Property and Procurement Department in Finance and Strategy, about 20% are under the City of Greater Geelong planning scheme heritage overlay. This is a huge task. For instance, Johnstone Park is one, the property is in Property and Procurement, the heritage items, such as the Hitchcock gates, and the urns, the bandstand and the peace Memorial and others, I think are in Arts and Culture, the gardens are in Park and Gardens.

Should Council consider a special unit, with special expertise, with a special budget, to manage and maintain these iconic places which embody the heritage that remains of our post contact history?

The Mayor thanks Ms Bantow for her comments.

Rocco Trinchera outlined his comments in support of the Free Parking Trial, ie. better for businesses in the CBD; better for people visiting; increase Council brand so more businesses relocate in Geelong; lost revenue if applied to rates, ratepayer will be better off financially.

The Mayor thanked Mr Trinchera for his comments.

Wendy Maloney asked that consideration be given to both the availability and affordability of parking in the CBD for both the retail and commercial sectors. Both sectors are critical for a vibrant CBD. Many professional services have vacated the CBD in favour of suburbs with free parking?

The Mayor thanks Ms Maloney for her comments.

John Pierotti asked:

1) Given Geelong's position as a UNESCO City of Design, why is Council considering the sale of the Post Office, when it is perfectly placed in the Arts and Culture sector of the City to house a publicly owned museum, which could and should hold locally created and internationally recognised designs and inventions, such as James Harrison's refrigeration system and the utility car, both of which are currently not being exhibited anywhere?

2) Since the close of the Post Office, it has been neglected and not maintained. What is the justification of the Council not following nor implementing its own Heritage Strategy in regards to the demolition by neglect of the Geelong Post Office?

The Mayor thanked Mr Pierotti for his comments and added his questions would be addressed during debate of the item later this evening, if not, a written response will be provided.

PETITIONS: Nil.

1. AMENDMENT C366 AND PERMIT 6/2017 – 64 – 66 PRINCES HIGHWAY AND 1 DONNELLY AVENUE NORLANE – RESOLUTION TO EXHIBIT

Source:	**Planning and Development – Strategic Implementation**
Director:	**Gareth Smith**
Portfolio	**Sustainable Development**

Purpose

1. To seek Council support to exhibit a combined planning scheme amendment and planning permit to remove a restrictive covenant from land at 65 Princes Highway, Norlane to facilitate the construction of 12 dwellings and the subdivision of 64 – 66 Princes Highway and 1 Donnelly Avenue, Norlane.

Background

2. The land subject to the planning scheme amendment and planning permit application is located in the General Residential Zone Schedule 1. Both 64 and 66 Princes Highway are vacant lots, while 1 Donnelly Avenue contains a weatherboard dwelling constructed in the late 1920s / early 1930s. As 64 Princes Highway is subject to a single dwelling covenant an Amendment to the Planning Scheme is required in order for the Planning Permit to be issued.

Key Matters

3. The proposed amendment seeks to remove registered restrictive covenant 1693682 burdening land at 64 Princes Highway, Norlane, which prevents the construction of more than one dwelling on site to enable the planning permit application across land at 64-66 Princes Highway and 1 Donnelly Avenue, Norlane.

4. A planning permit is required under Clause 32.08-2 for the subdivision of land and Clause 32.08-4 for the construction of two or more dwellings.

5. If Council resolves to support exhibition and subject to Ministerial authorisation, the proposal will be exhibited and notice provided to all properties that benefit from the covenant.

Cr Mason moved, Cr Murrihy seconded -

6. That Council:

6.1 Supports the preparation and exhibition of Amendment C366 to the Greater Geelong Planning Scheme to amend the Schedule to clause 52.02 to remove the restrictive covenant from 64 Princes Highway, Norlane;

6.2 Considers the application for a planning permit for the residential development and multi-lot subdivision of 64 – 66 Princes Highway and 1 Donnelly Avenue, Norlane; and

6.3 Requests the Minister for Planning to authorise the preparation and exhibition of Amendment C366 and Planning Permit 6/2017.

Carried.

Attachment 1

Financial Implications

1. There will be no financial implications for Council as a result of the adoption of this amendment.

Community Engagement

2. The amendment and draft planning permit will be exhibited in accordance with the provisions of the *Planning and Environment Act 1987* (Act**)**.

Social Equity Considerations

3. The removal of the single dwelling covenant will have a positive social impact by facilitating the more efficient and effective use of the land by providing for a greater volume and mix of housing types.

Policy/Legal/Statutory Implications

4. The change proposed by this amendment and planning permit has minimal policy, legal or statutory implications for Council.

5. Consistent with the objectives set out in Section 4 of the Act, the amendment:

    5.1 Provides for the fair, orderly, economic and sustainable use and development of the land;

    5.2 Balances the continued appropriateness of a constraint on title in the context of the identified need for urban consolidation and re-development consistent with current planning policy and zone controls; and

    5.3 Uses appropriate planning provisions to resolve the conflict between the constraints of the existing covenant and current state and local planning policy.

6. The amendment is consistent with the following clauses of the *Greater Geelong Planning Scheme Planning Policy Framework*:

    6.1 Clause 11.01-1S Settlement - The amendment supports this policy as it will facilitate residential consolidation in an orderly manner within an established residential context.

    6.2 Clause 11.01-1R Settlement Geelong (G21) - The amendment supports this policy as it optimises the use of existing infrastructure and services.

    6.3 Clause 15.01-1S Urban Design – The proposed amendment, residential development, subdivision layout and open space are considered to meet the objective: “To create urban environments that are safe, healthy, functional and enjoyable and that contribute to a sense of place and cultural identity.”

    6.4 Clause 21.06 Settlement and Housing discusses the importance of urban consolidation. The proposal supports this policy by locating development in an area that is well serviced and has the capacity to accommodate sustainable development.

Alignment to Council Plan

7. The amendment supports the sustainable built and natural environment strategic direction of the *Council Plan 2018-22* and is consistent with the strategic direction of community wellbeing and the priority of connected, creative and strong communities.

Conflict of Interest

8. No Council Officers involved in the preparation of this report have any direct or indirect interest.

Risk Assessment

9. There are no notable risks associated with implementing the recommendations contained in this report The land is not designated as bushfire prone and has a low fire hazard rating.

Environmental Implications

10. No environmental implications arise from the removal of the single dwelling covenant from the land and the proposed multi-unit development and subdivision.

Attachment 2

Discussion

1. The subject site contains three parcels of land being 64 and 66 Princes Highway and 1 Donnelly Avenue, Norlane.



2. In combination the land will have a western boundary length along the Princes Highway of approximately 39 metres, a southern boundary length along Donnelly Avenue of approximately 58 metres, and an approximate total area of 2372 square metres.

3. 64 and 66 Princes Highway are vacant lots, with 1 Donnelly Avenue containing a single dwelling. All lots are burdened by an easement, being either along the eastern boundaries of 64 & 66 Princess Highway and the northern boundary of 1 Donnelly Avenue.

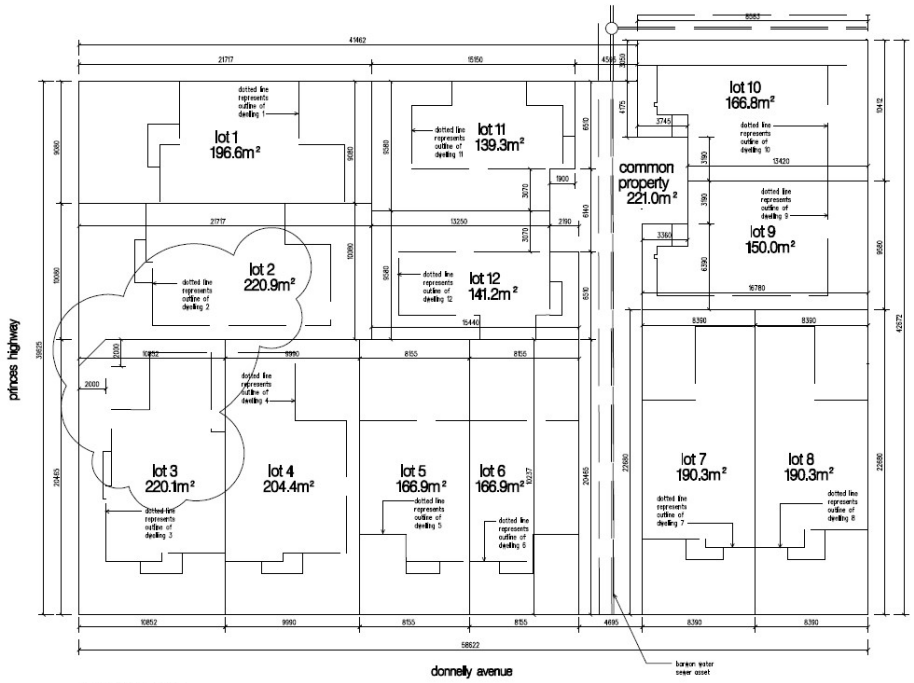
4. 64 Princes Highway is burdened by a Covenant which restricts development on the land to only one dwelling.

5. The land is located within a General Residential Zone Schedule 1 and is not affected by any overlays.

6. The surrounding area consists of typically single dwellings with very few multi dwelling developments within the immediate neighbourhood.

7. The proposal consists of the subdivision of land into 12 lots and the construction of 12 dwellings, the reduction of visitor car parking and the creation of two new access ways to a Road Zone Category 1 (Princes Highway).

8. The land is proposed to be subdivided into twelve lots with one common property access way to service four of the dwellings. The subdivision layout will follow the proposed development of the site.



plan of sub-division

Lot	Area	Lot	Area	Lot	Area
1	196.6m2	5	166.9m2	9	150.0m2
2	220.9m2	6	166.9m2	10	166.8m2
3	220.1m2	7	190.3m2	11	139.3m2
4	204.4m2	8	190.3m2	12	141.2m2

9. An aerial photo, of the subject land outlined in blue, is provided at **Attachment 3**.

10. A zoning map at a larger scale, which includes locations of nearby public open space, and the North Shore Train Station, is included as **Attachment 4**.

11. The subject land and affected properties are identified on the plan at **Attachment 5:**

    11.1 The land which is the subject of the restrictive covenant is highlighted in **green**;

    11.2 The land which is the subject of the planning permit application is outlined in **red**;

    11.3 The properties which benefit from the restrictive covenant are highlighted in **yellow**.

12. Notice of exhibition of the amendment and draft planning permit will be given to the owners and occupiers of all properties which benefit from the restrictive covenant, together with the owners and occupiers of all other properties, highlighted in **pink**, on the plan at **Attachment 5**, located on Donnelly Avenue, between the princes Highway and Plume Street and on the east side of the Princes Highway, between Wendover and Spruhan Avenues.

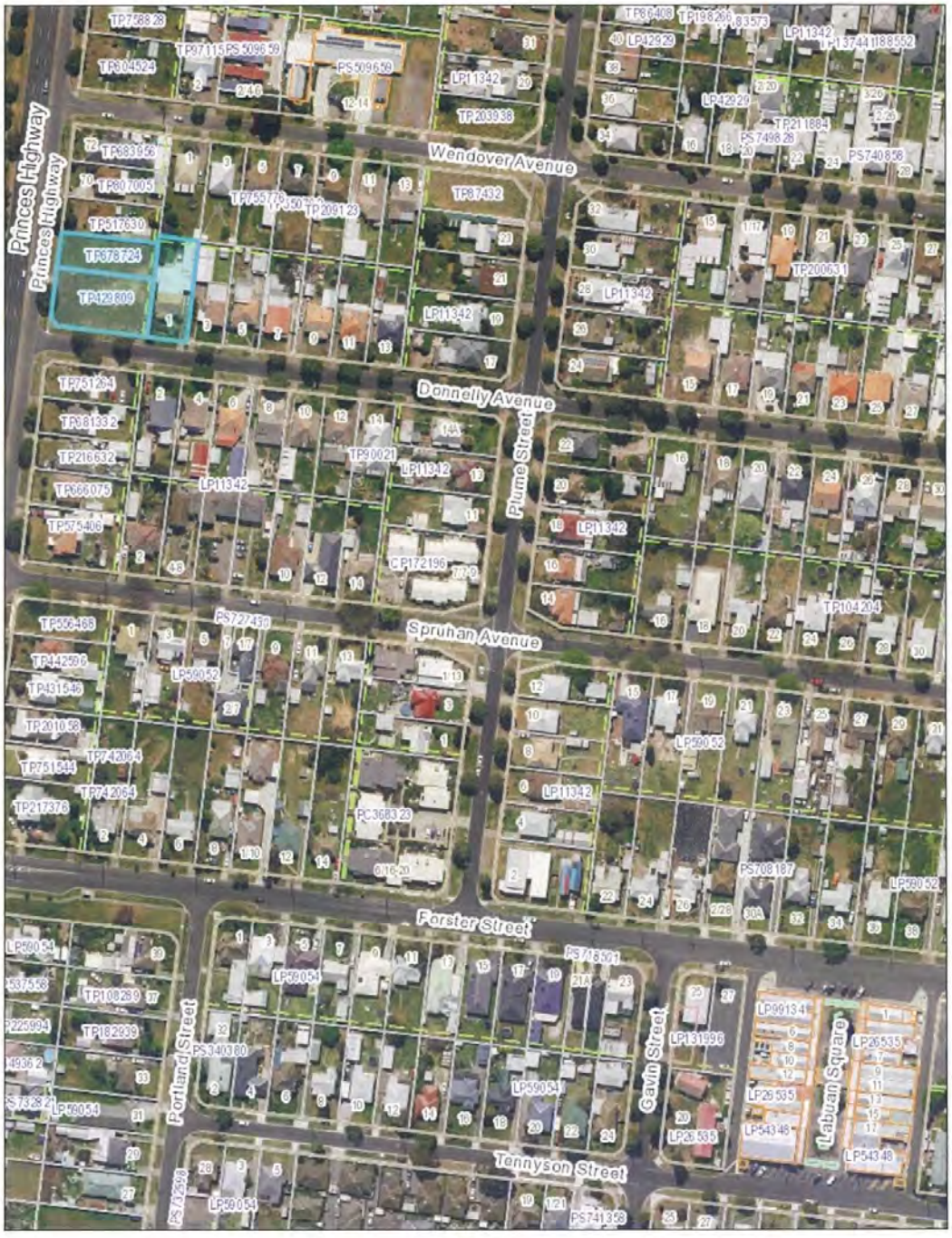
13. Notice of exhibition of the amendment and draft planning permit will also be published in the Geelong Advertiser and Geelong Independent.

14. The revised Schedule to Clause 52.02 is provided as **Attachment 6**.

15. The draft Planning Permit is included as **Attachment 7**.

Attachment 3

Aerial Photo - Subject land and surrounding area



C366 & PP-6-2017
Subject land bordered in Blue

Although all due care has been taken to ensure that this document is correct, no warranty is expressed or implied by the City of Greater Geelong, Barwon Water or the State of Victoria in its use.

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GEELONG

27/02/2019 3:22 pm

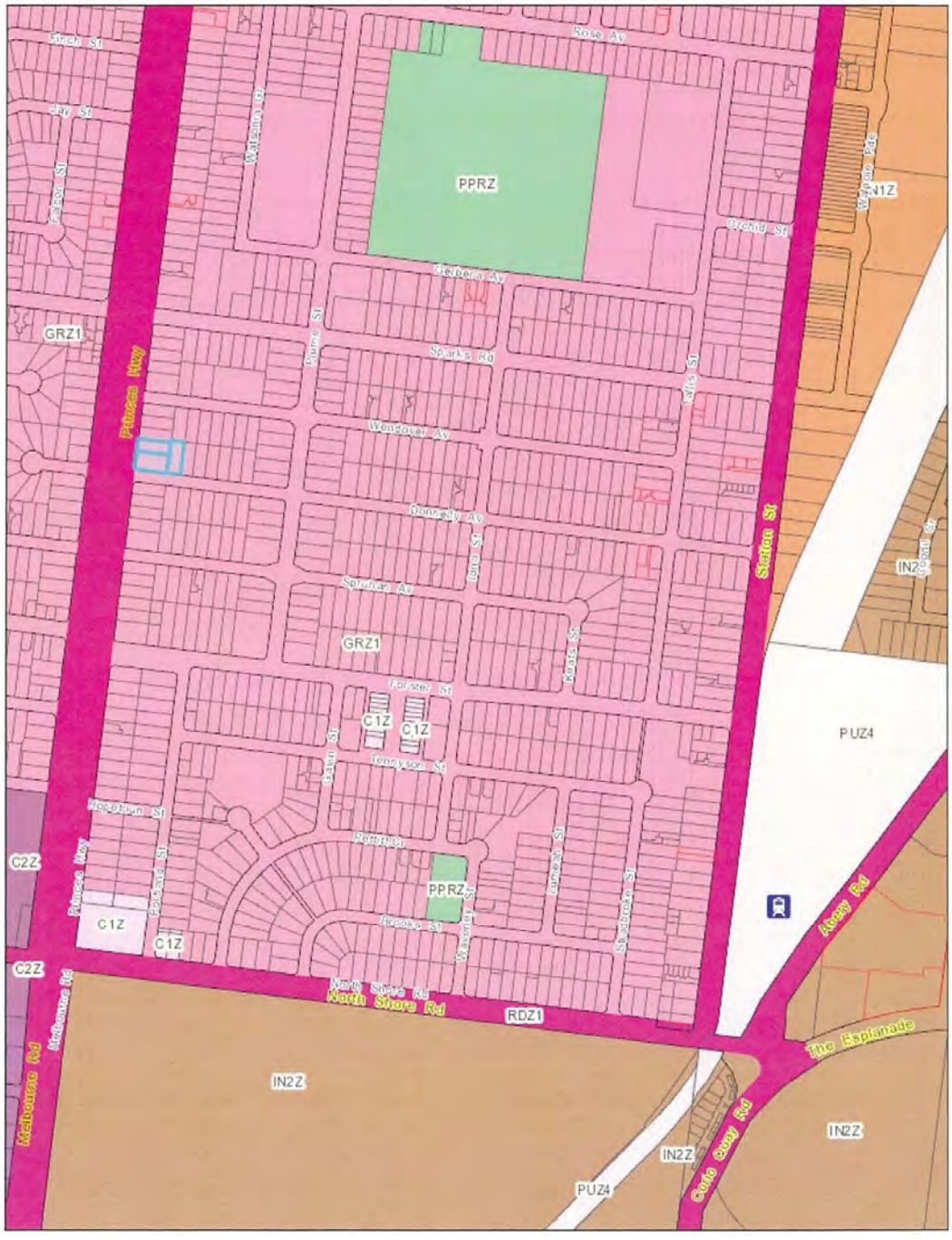
Prepared by the City of Greater Geelong - PLACES

MGA Zone 55

Scale 1 : 2000

Attachment 4

Zoning - Subject land and surrounding area



Attachment 5

Properties benefiting from the Restrictive Covenant.

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SURVEY INFORMATION
CORPORATE AFFAIRS
ELECTORAL ROLLS

19th October 2015

CITY OF GREATER GEELONG
STATUTORY PLANNING
5 JAN 2017
RECEIVED

TO WHOM IT MAY CONCERN

RE PROPERTY: 64 PRINCES HIGHWAY, NORLANE

My name is Dinah Newell I am a Partner of the firm Feigl & Newell Pty Ltd, Title Searchers. Our firm is considered to be experts in the field of Covenant Beneficiaries and we are retained by Barristers to brief them in these matters.

After careful perusal of the Covenant in Instrument of Transfer Number 1693682, it would appear that the beneficiaries are all of the land highlighted yellow on the attached plans. The land highlighted green is the subject property, and has the burden of said Covenant.

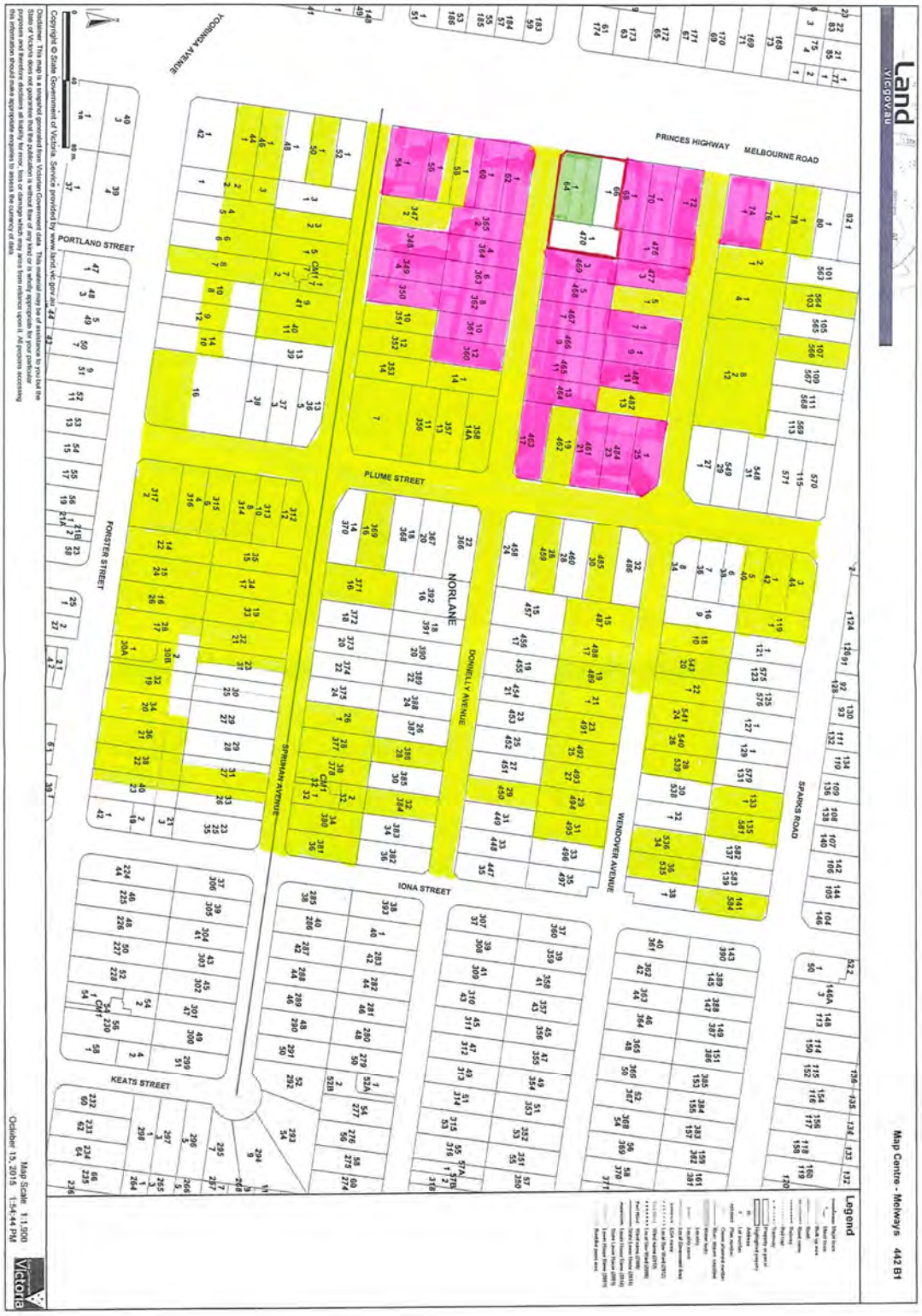
My methodology for arriving at this conclusion is the Instrument of Transfer No.1693682 states that the Beneficiaries are the land remaining untransferred in V.5084 F.763, excepting the land in said transfer.

Please advise if any further information is required.

Yours Faithfully

Dinah Newell.

Office: Suite 812, Level 8, 530 Little Collins Street, Melbourne, 3000.
Postal Address: Box 2343, G.P.O. Melbourne, 3001.
DX301 Melbourne.
Telephone: 9629 3011, 9620 7022 **Fax:** 9649 7833
Email: info@feigl-newell.com.au **Website:** www.feigl-newell.com.au


PRINCES HIGHWAY
MELBOURNE ROAD
PORTLAND STREET
PLUME STREET
NORLANE
DONNELLY AVENUE
WENDOVER AVENUE
SPARKS ROAD
FORSTER STREET
SPRINGHAM AVENUE
IONA STREET
KEATS STREET
YODRINA AVENUE
Land
vicgov.au
Legend
Map Centre - Melways 442 B1
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Attachment 6

Draft revised Schedule 52.02

19/01/2006
Proposed C366

SCHEDULE TO CLAUSE 52.02

1.0
19/01/2006
Proposed C366

Under Section 23 of the Subdivision Act 1988

Land	Easement Or Restriction	Requirement
64 Princes Highway, Norlane (Lot 1 on Title Plan 429809S)	Restrictive covenant contained in Instrument 1693682.	Remove

2.0
19/01/2006
VC37

Under Section 24A of the Subdivision Act 1988

Land	Person	Action
None specified		

3.0
19/01/2006
VC37

Under Section 36 of the Subdivision Act 1988

Land	Easement or right of way	Requirement
None specified		

Attachment 7

Draft Planning Permit 6/2017

Planning and Environment Regulations 2015 - Form 9. Section 96J

PLANNING PERMIT

GRANTED UNDER SECTION 96I OF THE PLANNING AND ENVIRONMENT ACT 1987

Permit No.: PP-6-2017

Planning scheme: Greater Geelong Planning Scheme

Responsible authority: Greater Geelong City Council

ADDRESS OF THE LAND: 64 & 66 PRINCES HIGHWAY, NORLANE AND 1 DONNELLY AVENUE NORLANE

THE PERMIT ALLOWS: **TWELVE (12) LOT SUBDIVISION, CONSTRUCTION OF TWELVE (12) DWELLINGS, REDUCTION OF VISITOR CAR PARKING AND CREATION AND ALTERATION OF ACCESS TO A ROAD IN A ROAD ZONE CATEGORY 1**

THE FOLLOWING CONDITIONS APPLY TO THIS PERMIT:

DEVELOPMENT

Endorsed Plans

1. The development as shown on the endorsed plan(s) must not be altered without the written consent of the Responsible Authority.

Removal of Restrictive Covenant

2. Prior to works commencing, Restrictive Covenant 1693682 on Lot 1 on TP429809S as must be removed from the title as approved by this permit and evidence of the removal must be provided to the Responsible Authority.

Drainage and Stormwater Quality/Management

3. The site must be drained to the satisfaction of the Responsible Authority and no concentrated storm water may drain or discharge from the land to adjoining properties.

Date Issued:	Date Permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment, to which the permit applies, comes into operation)	Signature for the Responsible Authority

4. The site stormwater system must be designed and installed such that:

   a) The site stormwater discharge is not increased by the proposed development. An appropriate on site detention system designed in accordance with the Infrastructure Design Manual may be required.
   b) Runoff is to be treated to achieve current best practice pollutant removal targets by connection to an appropriate Water Treatment Facility, with capacity to treat at least a 3 month ARI storm event, unless approved otherwise by the Responsible Authority. The Water Treatment Facility must be maintained to the satisfaction of the Responsible Authority.

Prior to Works Commencing

5. Prior to works commencing, a Construction Management Plan must be submitted to and approved by the Responsible Authority and to the satisfaction of the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must show, but not be limited to:

   a) Stages;
   b) Duration of the construction stages;
   c) Proposed access to the site for all construction stages;
   d) Location of site huts and amenities for all construction stages;
   e) Proposed materials hauling route;
   f) Swept path diagrams for the longest vehicle expected to access the site;
   g) Size, type and numbers of vehicles expected to be requiring access to the side during the different construction stages; and,
   h) Location of parking facilities for construction vehicles

6. Prior to the works commencing, three (3) copies of a landscape plan prepared by a suitably qualified or experienced, person to the satisfaction of the Responsible Authority, must be submitted to and approved by the Responsible Authority. The plan(s) must be drawn to scale and show:

   a) A survey (including botanical names) of all existing vegetation to be retained and/ or removed;
   b) Details of surface finishes of pathways and driveways;
   c) A planting schedule of all proposed trees, shrubs and ground covers including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant;
   d) Landscaping and planting within all open areas of the site;
   e) Landscaping close to the road access to be a maximum of 0.9m high to facilitate line of sight for exiting vehicles.

   When approved, the plan will be endorsed and form part of the permit, all to the satisfaction of the Responsible Authority. All completed landscaping works within the street and/or road reserve must be inspected by Council's Parks Unit.

Date Issued:	Date Permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment, to which the permit applies, comes into operation)	Signature for the Responsible Authority

Prior to the Occupation of Dwellings

7. Prior to the occupation of the dwellings, the developer must:

   a) Construct the site stormwater system including connection for the common property drainage into the kerb & channel in Donnelly Avenue, or other nominated point/s as approved by the Responsible Authority. The stormwater connection must be in accordance with City of Greater Geelong Standard Drawings.
   b) Construct vehicular crossings in accordance with the requirements and standards of the City of Greater Geelong.
   c) Remove any redundant vehicular crossings with kerb and channel and the footpath/nature strip area reinstated to match existing construction in the street;
   d) Construct and drain the common the access road within the development;
   e) Complete all buildings and works including landscaping in accordance with the endorsed plans.
   f) Clean and finish all wall on of facing external boundaries.

   All to the satisfaction of the Responsible Authority.

STREET TREES

Protection of Existing Tree(s)

8. The existing street tree(s) must be suitably protected and not damaged above or below ground. Damage includes, but not limited to broken limbs / branches, open cut excavation within the drip line or under the tree, storing materials under the tree and parking vehicles or trailers on the naturestrip.

   Unauthorised pruning works are a prohibited activity and must not be undertaken without the knowledge or consent of the Responsible Authority. In the instance that minor pruning is requested the applicant is advised to contact Council's Parks Unit to discuss the works and provide adequate notice of any such request.

   Failure to adhere to this condition may result in Council's tree asset being considered lost with the applicant being held fully liable for all costs associated with the following items:

   a) Tree removal
   b) Stump removal
   c) Offset replanting and re-establishment of a number of trees to be determined by the Responsible Authority

   An inspection is required to satisfy this condition, please contact Council's Parks Unit on 5272 5272 to discuss this requirement and provide adequate notice of any request.

Date Issued:	Date Permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment, to which the permit applies, comes into operation)	Signature for the Responsible Authority

Tree removal and replacement

9. The street tree that will be removed to facilitate the construction of the proposed crossover must be offset using the nominated number of new trees to be replanted either at the site or a suitable location, to the satisfaction of the Responsible Authority, and maintained for an establishment period of two years at the developer's expense.

   Council must be reimbursed the full costs associated with:

   a) Removing the existing tree and stump;
   b) Purchase of new replacement trees in minimum 40cm containers;
   c) Planting the replacement trees; and,
   d) Aftercare and maintenance of the replacement trees for a period of no less than two years.

   As the street tree is a Council asset located within a road reserve, all works associated with tree removal and replacement must be undertaken by Council or its approved contractors, the applicant is advised to contact Council's Parks Unit to discuss the removal and replacement of the street tree. A written quote will be prepared and provided to the applicant and acceptance of the quote must be provided in writing to Council prior to any works to the street tree commencing.

SECTION 173 AGREEMENT – PUMP SYSTEM

10. Unless otherwise approved by the Responsible Authority, and prior to works commencing or prior to the issue of Statement of Compliance, whichever comes first, the land owner must enter an agreement with the Responsible Authority pursuant to Section 173 of the Planning and Environment Act 1987. All costs associated with setting up the agreement must be borne by the land owner. The agreement is to be registered on title and run with the land, and is to provide to the satisfaction of the Responsible Authority:

    a) All storm water runoff is to be collected on site and discharged to the legal point of discharge using a pump system or as otherwise nominated by the responsible authority. The pump system is to be designed and constructed in accordance with Australian Standard 3500 Part 3.2 Section 9
    b) In the event of any operational difficulties with the pump system, it is the Responsibility of the land owner to rectify these difficulties;
    c) Any pump system is to be replaced by gravity discharge if and when available, and if directed by the Responsible Authority, at the land owner's full cost.
    d) Provision is made (if appropriate) in any subdivision for Body Corporate drainage works, and access to those drainage works to be on common property or within an easement in favour of the Body Corporate

    Note: Where the legal point of discharge is kerb and channel, discharge velocity at the kerb must be no greater than 1.5 m/s with a maximum discharge flow rate of 10 l/s and the outlet directed at an angle of 45° to the direction of flow in the kerb and channel.

Date Issued:	Date Permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment, to which the permit applies, comes into operation)	Signature for the Responsible Authority

SUBDIVISION

Endorsed Plan

11. The layout and site dimensions of the proposed subdivision as shown on the endorsed plan(s) shall not be altered or modified without the written consent of the Responsible Authority. There are no requirements to alter or modify the endorsed plan if a plan is certified under the provisions of the Subdivision Act 1988 that is generally in accordance with the endorsed plans.

Telecommunications

12. The owner of the land must enter into agreements with:

    a) a telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and,
    b) a suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network (NBN) will not be provided by optical fibre.

Prior to Certification

13. The Plan of Subdivision submitted for certification must include a splay for road purposes at the intersection of Princes Highway and Donnelly Avenue to the satisfaction of the Responsible Authority.

14. The Plan of Subdivision submitted for certification must include all easements deemed necessary to protect existing or future drainage lines within the subject site, and any easements required between the subject site and the nominated legal point of discharge must be created to the satisfaction of the Responsible Authority.

Prior to Statement of Compliance

15. Prior to the statement of compliance, the developer must:

    a) Construct the site stormwater system including connection for the common property drainage into the kerb & channel in Donnelly Avenue, or other nominated point/s as approved by the Responsible Authority. The stormwater connection must be in accordance with City of Greater Geelong Standard Drawings.
    b) Construct vehicular crossings in accordance with the requirements and standards of the City of Greater Geelong.
    c) Remove any redundant vehicular crossings with kerb and channel and the footpath/nature strip area reinstated to match existing construction in the street;
    d) Construct and drain the common property;

    all to the satisfaction of the Responsible Authority.

Date Issued:	Date Permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment, to which the permit applies, comes into operation)	Signature for the Responsible Authority

16. The owner of the subject land must pay to the Council a sum equivalent to five (5) per cent of the site value of all of the land in the subdivision as a Public Open Space contribution pursuant to Section 18 of the Subdivision Act 1988. The contribution will be payable prior to the issue of a Statement of Compliance

17. Unless otherwise approved in writing by the Responsible Authority, prior to the issue of the Statement of Compliance:

    a) The development approved by Planning Permit **PP-6-2017** must be substantially completed (eg. lockup stage as a minimum) in accordance with the endorsed plans forming part of that Planning Permit (or any amendment to that permit) to the satisfaction of the Responsible Authority. Evidence must be submitted which demonstrates that the development is substantially completed to the satisfaction of the Responsible Authority; or,
    b) The owner of the land must enter into an agreement with the Responsible Authority pursuant to Section 173 of the Planning and Environment Act 1987 which provides for all development to be in accordance with the endorsed plans forming part of the Planning Permit **PP-6-2017** (or any amendment to that permit) or any subsequent Planning Permit.

    The owner must pay the costs of preparation, review, execution and registration of the agreement and the agreement must be registered on the newly created title/s. The Section 173 Agreement may be ended by the Responsible Authority at the written request of the owner and at no cost to Council.

18. Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:

    a) a telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the item; and
    b) a suitably qualified person that fibre ready telecommunications facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

BARWON WATER

General

19. The certified plan must create implied easements under Section 12 (2) of the Subdivision Act, over all proposed existing water and sewerage works within the subdivision.

20. The plan of subdivision must be referred to Barwon Water in accordance with the Subdivision Act 1988 and any subsequent amendments to the plan provided to Barwon Water.

Date Issued:	Date Permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment, to which the permit applies, comes into operation)	Signature for the Responsible Authority

21. The creation of an Owners Corporation to encumber all lots within the subdivision that show proposed dwellings 9, 10, 11 and 12.

Water

22. The provision and installation of individual water services including meters to all lots in the subdivision.

23. The payment of New Customer Contributions for water for each additional connection which includes any new lot on a plan of subdivision and/ or any apartment, unit, or premises within the development that is or can be separately metered for water supply.

24. An additional tapping(s) is to be supplied to service the proposed development. A dimensioned plan showing location of all new tappings relative to the allotment boundaries is to be submitted, where a meter is not being fitted. Note that tappings and services are not to be located under existing or proposed driveways.

Sewer

25. The provision of sewerage services to all lots in the subdivision. Individual allotment house connection drains are to be provided for and extend into each allotment. Note that if any common drain or drain from another allotment crosses under a proposed dwelling, a "modification to consent" is to be obtained from the Victorian Building Association and presented to Barwon Water with the required drainage plan. It should be noted that the property service sewer drain remains the responsibility of the property owner(s).

26. The payment of New Customer Contributions for sewer for each additional connection which includes any new lot on a plan of subdivision and/ or any apartment, unit, or premises within the development that is or can be separately metered (for water supply).

27. Reticulated sewer mains or a sewer main extension are/ is required to service the proposed development. This work must be designed by a Barwon Water accredited Consulting Engineer and constructed by a Barwon Water accredited Contractor following the "Developer Works" process.

28. The provision of a separate sewer connection branch to all lots within the subdivision is to be constructed by a certified/licensed plumber.

DOWNER UTILITIES

29. The plan of subdivision submitted for certification must be referred to AusNet Services (Gas) in accordance with Section 8 of the Subdivision Act 1988.

Date Issued:	Date Permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment, to which the permit applies, comes into operation)	Signature for the Responsible Authority

POWERCOR

30. The plan of subdivision submitted for certification under the Subdivision Act 1988 shall be referred to Powercor Australia Ltd in accordance with Section 8 of that Act.

31. The applicant shall:

    a) Provide an electricity supply to all lots in the subdivision in accordance with Powercor's requirements and standards, including the extension, augmentation or re-arrangement of any existing electricity supply system, as required by Powercor.
    b) Where buildings or other installations exist on the land to be subdivided and are connected to the electricity supply, they shall be brought into compliance with the Service and Installation Rules issued by the Victorian Electricity Supply Industry. You shall arrange compliance through a Registered Electrical Contractor and provide to Powercor Australia Ltd a completed Electrical Safety Certificate in accordance with Electricity Safe Victoria's Electrical Safety System.
    c) The applicant shall provide to Powercor Australia Ltd, a copy of the version of the plan of subdivision submitted for certification, which shows any amendments which have been required.
    d) Any Buildings must comply with the clearances required by the Electricity Safety (Installations) Regulations.
    e) Any construction work must comply with Energy Safe Victoria's "No Go Zone" rules.

VICROADS

32. Prior to the issuing of Statement of Compliance, the crossovers and driveway on Princes Highway must be constructed to the satisfaction of the Responsible Authority.

EXPIRY

Development

33. This permit as it relates to the development of buildings will expire if one of the following circumstances applies:

    a) The development of the building(s) hereby approved has not commenced within two (2) years of the date of this permit.

    b) The development of the building(s) hereby approved is not completed within four (4) years of the date of this permit.

    The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires; or

    a) Within six (6) months after the permit expires where the use or development has not yet started; or

    b) Within twelve (12) months after the permit expires, where the development allowed by the permit has lawfully commenced before the permit expiry.

Date Issued:	Date Permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment, to which the permit applies, comes into operation)	Signature for the Responsible Authority

Subdivision

34. This permit as it relates to subdivision will expire if one of the following circumstances applies:

    a) The plan of subdivision has not been certified within two (2) years of the date of this permit .

    b) A statement of compliance is not issued within five (5) years of the date of certification.

    The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires or within six (6) months afterwards.

Notes:

1. Construction of the site stormwater connection/s is to be inspected by Council Representative at various stages. An appropriate fee equivalent to 3.25% of total cost of civil works, excluding GST (a minimum fee of $100 applies if the 3.25% amount is less than $100), is to be paid to Council for inspection. Relevant evidential documentation of the cost is to be provided.

2. All internal property drainage must be designed and constructed to satisfy AS/NZS 3500.

3. A Vehicle Crossing Permit must be obtained prior to commencement of works.

4. Any applicable Council permit(s) must be taken out prior to the commencement of works within the road reserve.

5. The applicant or their nominated representatives are not authorised to remove or arrange the removal of the Council tree without written consent of the Responsible Authority.

6. The developer is to apply to Barwon Water for details relating to costs and conditions required for the provision of water supply and sewerage services to the subdivision. It would be appreciated if all communication between the developer/agent and Barwon Water quote Barwon Water reference number L013903

Date Issued:	Date Permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment, to which the permit applies, comes into operation)	Signature for the Responsible Authority

Planning and Environment Regulations 2015 - Form 9. Section 96J

IMPORTANT INFORMATION ABOUT THIS PERMIT

WHAT HAS BEEN DECIDED?

The Responsible Authority has issued a permit. The permit was granted by the Minister under section 96I of the **Planning and Environment Act 1987** on approval of Amendment No. [*C366*] to the Greater Geelong Planning Scheme.

WHEN DOES THE PERMIT BEGIN?

The permit operates from a day specified in the permit being a day on or after the day on which the amendment to which the permit applies comes into operation.

WHEN DOES A PERMIT EXPIRE?

1. A permit for the development of land expires if—
   - the development or any stage of it does not start within the time specified in the permit; or
   - the development requires the certification of a plan of subdivision or consolidation under the **Subdivision Act 1988** and the plan is not certified within two years of the issue of a permit, unless the permit contains a different provision; or
   - the development or any stage is not completed within the time specified in the permit, or, if no time is specified, within two years after the issue of the permit or in the case of a subdivision or consolidation within 5 years of the certification of the plan of subdivision or consolidation under the **Subdivision Act 1988**.
2. A permit for the use of land expires if—
   - the use does not start within the time specified in the permit, or if no time is specified, within two years after the issue of the permit; or
   - the use is discontinued for a period of two years.
3. A permit for the development and use of land expires if—
   - the development or any stage of it does not start within the time specified in the permit; or
   - the development or any stage of it is not completed within the time specified in the permit, or, if no time is specified, within two years after the issue of the permit; or
   - the use does not start within the time specified in the permit, or, if no time is specified, within two years after the completion of the development: or
   - the use is discontinued for a period of two years.
4. If a permit for the use of land or the development and use of land or relating to any of the circumstances mentioned in section 6A(2) of the **Planning and Environment Act 1987**, or to any combination of use, development or any of those circumstances requires the certification of a plan under the **Subdivision Act 1988**, unless the permit contains a different provision—
   - the use or development of any stage is to be taken to have started when the plan is certified; and
   - the permit expires if the plan is not certified within two years of the issue of the permit.
5. The expiry of a permit does not affect the validity of anything done under that permit before the expiry.

WHAT ABOUT REVIEWS?

- In accordance with section 96M of the **Planning and Environment Act 1987**, the applicant may not apply to the Victorian Civil and Administrative Tribunal for a review of any condition in this permit.

2. AMENDMENT C388 – ENVIRONMENTALLY SUSTAINABLE DEVELOPMENT - CONSIDERATION OF SUBMISSION AND ADOPTION

Source: **Planning and Development – Strategic Implementation**
Director: **Gareth Smith**
Portfolio **Sustainable Development**

Purpose

1. To consider the submission received on Amendment C388 and to adopt the amendment.

Background

2. Over an 18 month period from June 2016, Council's Statutory Planning and Planning Strategy units ran a voluntary Sustainable Design Assessment (SDA) pilot program. An Environmentally Sustainable Development (ESD) officer provided assessments and pre-application advice at no cost to applicants.

3. At its meeting of 14 August 2018, Council resolved to seek authorisation to prepare and exhibit an Amendment to include an ESD policy and consequential changes in the Greater Geelong Planning Scheme.

4. The City of Greater Geelong is a member of CASBE (Council Alliance for a Sustainable Built Environment). 17 CASBE member councils now have an ESD policy in their planning schemes.

Key Matters

5. The only submission received during exhibition was from EPA Victoria. Subject to one minor change to the proposed ESD Policy, EPA Victoria has advised that its submission has been resolved.

6. During exhibition Council officers met with the Urban Development Institute of Australia (UDIA). UDIA expressed concerns around potential delays and the City's resourcing to process applications under the ESD Policy. After considering anticipated permit numbers, it is recommended that the permit trigger for a SDA under the policy be changed from two to three dwellings, with this trigger to be reviewed within two years.

Cr Mason moved, Cr Asher seconded -

7. That Council:

7.1 Adopt Amendment C388 in the form outlined in Attachment 4 of this report;

7.2 Submit the adopted Amendment C388 together with the prescribed information to the Minister for Planning requesting approval; and

7.3 Review the permit trigger (number of dwellings) for a Sustainable Design Assessment under the Environmentally Sustainable Design Policy within two years.

Carried.

Attachment 1

Financial Implications

1. Council's ESD Officer is an existing and ongoing resource that will be available for assessing applications. Statutory planners are receiving training to be able to assess most SDAs submitted with planning permit applications. In view of the recent and anticipated numbers of permit applications, it is recommended that Table 1 of the ESD Policy be modified to change the permit trigger for a SDA under the policy from two to three dwellings to ensure that the workload resulting from the ESD Policy can be managed with existing resources. It is recommended that this trigger be reviewed within two years, when the development industry has developed strong familiarity with the ESD Policy.

Community Engagement

2. Council ran a voluntary Sustainable Design Assessment (SDA) pilot program over an 18 month period from June 2016, providing assessments of applications and pre-application advice at no cost to applicants.

3. The amendment was exhibited in November and December 2018 through newspaper notices and on Council's website. Three peak bodies were advised in writing: Geelong Environment Council Inc., Housing Industry Association and the UDIA. At UDIA's request, Council officers met with the UDIA to answer questions and discuss UDIA's concerns with the amendment.

Social Equity Considerations

4. The ESD Policy would facilitate sustainable built form which will provide reduced running costs and hence improved affordability over a building's life for its occupiers. There may in some cases be a small increase in up-front building costs as well as an increase in application costs.

Policy/Legal/Statutory Implications

5. The amendment is consistent with and supports the following elements of the Planning Policy Framework in the *Greater Geelong Planning Scheme*: Clauses 11 (Settlement), 11.03-1S (Activity Centres), 15.02-1S (Energy and resource efficiency), 16.01-2S (Location of residential development) and 18.01-1S (Land use and transport planning).

6. The amendment will assist in meeting the overarching objectives of Clause 21.02 (*City of Greater Geelong Sustainable Growth Framework*) and revises one key element (Reducing Greenhouse Gas Emissions) of that clause to provide strategic support for the ESD Policy. Additionally, the amendment is consistent with and supports the following elements of the *Local Planning Policy Framework*: Clauses 21.05-2 (Waterways), 21.05-3 (Biodiversity) and 21.05-6 (Natural resource management).

Alignment to Council Plan

7. The amendment aligns with the planned sustainable development strategic priority of the *Council Plan 2018-2022*. A key priority under this strategic priority is improving the environmental performance of new developments, using planning controls. The amendment helps achieve a measure of success of "planning controls in place that require a mandatory sustainable design assessment of all new developments" (albeit that some smaller new developments will be exempt from requiring such assessment).

Conflict of Interest

8. No Council officers involved in the preparation of this report have any direct or indirect interest.

Risk Assessment

9. Without a revision to the permit trigger for a SDA under the policy from two to three dwellings there is a risk of difficulty managing the workload resulting from the ESD Policy with existing resources and of impacting timeframes for processing permits.

Environmental Implications

10. Currently, residential and non-residential buildings make up more than two thirds of the total annual carbon emissions in the Geelong Region. The construction of buildings, including demolition waste, contributes 40% of all materials sent to landfill. During their operation, buildings use large amounts of potable water for non-drinking purposes.

11. The *Low Carbon Growth Plan for Geelong* identifies the significant carbon emission reduction benefit from focusing on reducing energy costs (heating and cooling) from residential and commercial buildings.

12. The amendment is expected to have a positive effect on environmental outcomes by requiring new developments to achieve best practice ESD outcomes. It provides a framework for early consideration of environmental sustainability at the building design stage to ensure that developments are above minimum standards and achieve best practice outcomes by introducing objectives for ESD principles.

Attachment 2

Discussion

Background

1. Council ran a voluntary Sustainable Design Assessment (SDA) pilot program over an 18 month period from June 2016, providing assessments of applications and pre-application advice at no cost to applicants. The pilot program concluded that the statutory weight of an ESD policy in the planning scheme could significantly increase the number of residential and commercial buildings achieving about mandatory minimum standards set out in the National Construction Code. Details and evaluation of the pilot program were included as an attachment to the report to Council of 14 August 2018.

2. At its meeting of 14 August 2018, Council resolved to:

   seek authorisation from the Minister for Planning to prepare and exhibit an amendment to the Greater Geelong Planning Scheme to include an Environmentally Sustainable Development Local Planning Policy and consequential changes to the municipal strategic statement.

3. Advice received from the Department of Environment, Land, Water and Planning (DELWP) indicated that, with the exception of permit triggers and thresholds for application requirements, the wording of the ESD Policy must be almost identical to that of the then most recent ESD policies in other planning schemes (Darebin and Manningham). The ESD Policy in the exhibited amendment was drafted accordingly.

4. The City of Greater Geelong is a member of CASBE (Council Alliance for a Sustainable Built Environment). With seven planning schemes recently amended to include an ESD policy, there are now 17 councils (all CASBE members) with an ESD policy in their planning scheme.

Amendment proposals

5. The amendment introduces a Local Planning Policy (Environmentally Sustainable Development Policy) into the *Greater Geelong Planning Scheme*. The ESD Policy introduces objectives for each of the following ESD principles to achieve best practice in ESD for development specified in the Policy:

   5.1 Energy performance

   5.2 Water resources

   5.3 Indoor environment quality

   5.4 Stormwater management

   5.5 Transport

   5.6 Waste management

   5.7 Urban ecology

6. The policy also sets out application requirements applying to development of:

   6.1 Accommodation / Mixed Use with a residential component of 2 or more dwellings, or a building for accommodation (other than a dwelling) with a gross floor area of 100 m^2 or more.

   6.2 A non-residential building (or alterations or additions) with a gross floor area of 300 m^2 or more.

7. Dependent on the scale of the proposed development, an applicant needs to demonstrate how the relevant policy objectives will be achieved, by completing either a Sustainable Design Assessment or a Sustainability Management Plan. For residential developments of 10 or more dwellings (or a building for accommodation, other than a dwelling, with a gross floor area of 1500 m^2 or more) a Green Travel Plan is also required.

8. The policy lists various assessment tools which may be used to assess how a proposed development addresses the policy objectives, and sets out decision guidelines.

9. The amendment also makes consequential changes to Clauses 21.02 and 21.05 of the Municipal Strategic Statement (MSS) to reflect the introduction of the ESD Policy.

Exhibition

10. The amendment was exhibited with notices in the Geelong Independent on 9 November, the Geelong Advertiser on 10 November and the Government Gazette on 15 November 2018. Exhibition closed on 17 December 2018. Three peak bodies were notified in writing: Geelong Environment Council Inc., Housing Industry Association and the UDIA.

11. One submission was received on the amendment, from EPA Victoria.

EPA Victoria submission

12. EPA Victoria's submission was generally supportive of the changes proposed by the amendment. It recommended changes relating to electronic waste (e-waste) and stormwater management.

E-waste

13. EPA Victoria noted that e-waste is growing up to three times faster than general municipal waste in Australia and that the Victorian Government has committed to banning e-waste from landfill in Victoria. EPA Victoria requested that the waste management objectives in the ESD Policy include ensuring that sufficient space is allocated, where possible, for provision for e-waste disposal.

14. The requested change to recognise e-waste is appropriate, will not be onerous, and is supported by DELWP. The recent *Better Practice Guide for Waste Management and Recycling in Multi-unit Developments* from Sustainability Victoria lists e-waste as a separate waste stream that should be provided for where possible. Accordingly, this request is supported.

Stormwater management

15. EPA Victoria indicated it is seeking to reduce opportunities for pollution to enter waterways through the stormwater system and that this could include introducing design requirements to prevent stormwater run-off from industrial premises into nearby waterways, estuarine and marine waters, including in the event of an emergency.

16. The form of the proposed ESD Policy does not provide for design requirements. Rather, it sets ESD objectives against which applications can be assessed. After discussion on this matter, EPA Victoria indicated that its concerns could be addressed by the following additional objective under the heading Stormwater Management:

    To reduce the risk of pollution of waterways by stormwater run-off from commercial and industrial premises.

17. DELWP has advised that Clause 53.18-5 of the *Greater Geelong Planning Scheme*, a Victoria Planning Provision introduced by Amendment VC154 on 26 October 2018, already addresses the stormwater management issue raised by EPA Victoria's submission on this Amendment. That clause includes the following objective:

    To ensure that industrial and commercial chemical pollutants and other toxicants do not enter the stormwater system.

18. Clause 53.18-5 also includes a standard for stormwater management systems.

19. As the matter raised by EPA Victoria is already addressed in Clause 53.18-5, the requested change is not supported.

20. EPA Victoria has advised in writing that it accepts that its submission has been resolved, subject to only the e-waste change being made to the exhibited amendment.

Discussion with UDIA

21. At UDIA's request, Council officers met with the UDIA to answer questions and discuss UDIA's concerns with the amendment. UDIA expressed concerns around the City's resourcing to process applications under the ESD Policy, potential delays to permit applications and the need for clarity and consistency in what is required of applicants. Council officers outlined the anticipated operation of the ESD Policy, staff and proponent training, web resources and the experiences of other Councils in managing an ESD policy.

22. UDIA agreed that improving ESD outcomes in Geelong is important and consistent with Council's MSS and Clever and Creative vision. UDIA indicated that it would be beneficial to have a place on Council's website that explains the ESD Policy and provides links to relevant tools, templates and examples. Website content is being developed and will be available online as soon as the amendment is gazetted.

Permit trigger – number of dwellings

23. Of the 17 Councils with an ESD policy in their planning schemes, ten set a permit trigger (requiring a SDA under the policy) of two dwellings on a lot, while seven set a trigger of three dwellings on a lot. In August 2018, Council supported a trigger of two dwellings on a lot.

24. The number of planning permit applications for dwellings, both in 2017 and 2018, has been reviewed. Well over half of all applications for two or more dwellings on a lot are for two dwellings. The number of permit applications for dwellings substantially increased from 2017 to 2018 and it is anticipated that this trend may continue. Permit applications for two dwellings on a lot comprise around 14% of all planning permit applications. Permit applications for 3 or more dwellings on a lot comprise around 8% of all planning applications. Assessment of SDAs under the ESD Policy for applications for two dwellings on a lot would thus generate a substantial statutory planning workload, increasing the number of applications processed under the ESD Policy from around 8% to around 22% of all planning permit applications.

25. Additional time taken to process permit applications requiring a SDA report would include ensuring such a report is submitted, is referred and is satisfactory. Further information requests may be required, particularly in the early period after the policy is introduced. The time taken to process such permit applications should generally fall over time as the local development industry develops strong familiarity with the requirements and operation of the ESD Policy.

26. In light of anticipated permit numbers, Council's City Development Department prefers that the permit trigger for a SDA under the ESD Policy be changed from two to three dwellings. This will enable the workload resulting from the new policy to be managed with existing resources. However, it is recommended that this trigger be reviewed within two years. This will allow the local development industry to develop strong familiarity with the requirements of the ESD Policy. At that time, the workload and processing times for permit applications under the policy can be weighed against the ESD benefits of requiring a SDA for applications for two dwellings on a lot.

Recommended changes to exhibited Amendment

27. Recommended changes to the exhibited ESD Policy are shown in track changes format at **Attachment 3**. he recommended changes are:

    27.1 adding reference to e-waste in an objective under the heading Waste management;

    27.2 changing the application requirements in Table 1 so that the permit trigger for submission and assessment of a SDA under the policy is three rather than two dwellings on a lot;

    27.3 renumbering the ESD Policy as Clause 22.71 (the exhibited proposed clause number having been taken by another policy in recently gazetted Amendment C359 Part 1).

Attachment 3

22.7168 ENVIRONMENTALLY SUSTAINABLE DEVELOPMENT

DD/MM/YYYY
Proposed C388

This policy applies throughout the City of Greater Geelong to residential and non-residential development that requires a planning permit in accordance with the thresholds in Table 1 of this Policy.

22.7168-1 Policy Basis

DD/MM/YYYY
Proposed C388

This policy builds on and implements the objective and principle of the Sustainable Growth Framework expressed in Clause 21.02 of the Municipal Strategic Statement relating to environmentally sustainable development (ESD).

The City of Greater Geelong is committed to creating an environmentally sustainable city. Critical to achieving this commitment is for development to meet appropriate environmental design standards.

This policy provides a framework for early consideration of environmental sustainability at the building design stage in order to achieve the following efficiencies and benefits:

- Easier compliance with building requirements through passive design;
- Reduction of costs over the life of the building;
- Improved affordability over the longer term through reduced running costs;
- Improved amenity and liveability;
- More environmentally sustainable urban form; and
- Integrated water management.

If environmentally sustainable design is not considered at the time of planning approval, the ability to achieve ESD may be compromised by the time these matters are considered as part of a building approval. In addition, there may be difficulties or extra costs associated with retro-fitting the development to implement environmentally sustainable design principles.

This policy does not prescribe performance outcomes. The policy enables the provision of information and provides decision guidelines which will assist in the assessment of whether development meets ESD objectives.

This policy complements a range of non-statutory measures aimed at encouraging ESD. These measures include educating residents and applicants, assisting applicants to use ESD tools, leading by example with Council projects, promotion of exemplary private projects and promotion of the use of materials with favourable life cycle impacts.

22.7142-2 Objectives

DD/MM/YYYY
Proposed C388

The overarching objective is that development should achieve best practice in ESD from the design stage through to construction and operation.

In the context of this policy best practice is defined as a combination of commercially proven techniques, methodologies and systems, appropriate to the scale of development and site specific opportunities and constraints, which are demonstrated and locally available and have already led to optimum ESD outcomes. Best practice in the built environment encompasses the full life of the build.

It is a policy objective to encourage innovative technology, design and processes in all development, which positively influence the sustainability of buildings.

The following objectives should be satisfied where applicable:

Energy performance

- To improve the efficient use of energy, by ensuring development demonstrates design potential for ESD initiatives at the planning stage.
- To reduce total operating greenhouse gas emissions.

- To reduce energy peak demand through particular design measures (eg. appropriate building orientation, shading to glazed surfaces, optimise glazing to exposed surfaces, space allocation for solar panels and external heating and cooling systems).

Water resources

- To improve water efficiency.
- To reduce total operating potable water use.
- To encourage the collection and reuse of stormwater.
- To encourage the appropriate use of alternative water sources (eg. greywater).

Indoor ~~E~~environment ~~Q~~quality

- To achieve a healthy indoor environment quality for the wellbeing of building occupants, including the provision of fresh air intake, cross ventilation and natural daylight.
- To achieve thermal comfort levels with minimised need for mechanical heating, ventilation and cooling.
- To reduce indoor air pollutants by encouraging use of materials with low toxic chemicals.
- To reduce reliance on mechanical heating, ventilation, cooling and lighting systems.
- To minimise noise levels and noise transfer within and between buildings and associated external areas.

Stormwater ~~M~~management

- To reduce the impact of stormwater run-off.
- To improve the water quality of stormwater run-off.
- To achieve best practice stormwater quality outcomes.
- To incorporate the use of water sensitive urban design, including stormwater re-use.

Transport

- To ensure that the built environment is designed to promote the use of walking, cycling and public transport in that order.
- To minimise car dependency.
- To promote the use of low emissions vehicle technologies and supporting infrastructure.

Waste management

- To ensure waste avoidance, reuse and recycling during the design, construction and operation stages of development.
- To ensure durability and long term reusability of building materials.
- To ensure sufficient space is allocated for future change in waste management needs, including (where possible) composting and green waste facilities and provision for e-waste disposal.

Urban ~~E~~ecology

- To protect and enhance biodiversity within the municipality.
- To provide environmentally sustainable landscapes and natural habitats, and minimise the urban heat island effect.
- To encourage the retention of significant trees.
- To encourage the planting of indigenous vegetation.
- To encourage the provision of space for productive gardens, particularly in larger residential developments.

22.71~~12~~-3 Policy

DD/MM/YYYY
Proposed C388

It is policy that applications for the types of development listed in Table 1 be accompanied by information which demonstrates how relevant policy objectives will be achieved.

It is policy that applications for larger developments (as specified in Table 1) be accompanied by a Green Travel Plan.

22.71~~12~~-4 Application Requirements

DD/MM/YYYY
Proposed C388

An application must be accompanied by either a Sustainable Design Assessment or a Sustainability Management Plan as specified in Table 1.

A Sustainable Design Assessment will usually not need to be prepared by a suitably qualified professional. It should:

- Provide a simple assessment of the development. It may use relevant tools from the examples listed in the table or an alternative approach to the satisfaction of the responsible authority.
- Identify environmentally sustainable development measures proposed in response to policy objectives, having regard to the site's opportunities and constraints.

A Sustainability Management Plan should:

- Provide a detailed assessment of the development. It may use relevant tools from the examples listed in the table or an alternative assessment approach to the satisfaction of the responsible authority.
- Identify achievable environmental performance outcomes having regard to the objectives of this policy (as appropriate).
- Demonstrate that the building has the design potential to achieve the relevant environmental performance outcomes, having regard to the site's opportunities and constraints.
- Document the means by which the performance outcomes can be achieved.

Various assessment tools have been listed in Table 1 which may be used to assess how the proposed development addresses the objectives of this policy, as appropriate.

Table 1 – ESD Application Requirements

Type of development	Application requirements	Example tools
Accommodation / Mixed Use with residential component:		
▪ ~~2~~3-9 dwellings; or ▪ Development of a building for accommodation (other than dwelling) with a gross floor area between 100m² and 1500m².	Sustainable Design Assessment	BESS STORM

Type of development	Application requirements	Example tools
▪ 10 or more dwellings; or ▪ Development of a building for accommodation (other than dwelling) with a gross floor area of more than 1500m².	Sustainability Management Plan Green Travel Plan	BESS Green Star MUSIC STORM
Non-residential: ▪ Development of a non-residential building with a gross floor area between 300m² and 1500m²; or ▪ Alterations and additions of 300m² to 1500m².	Sustainable Design Assessment	BESS MUSIC STORM
▪ Development of a non-residential building with a gross floor area of 1500m² or more; or ▪ Alterations and additions of 1500m² or more.	Sustainability Management Plan	BESS Green Star MUSIC STORM

Note 1: *Development (in Table 1) has the same meaning as in Section 3 of the Planning and Environment Act 1987, but does not include subdivision. To remove any doubt, development also includes alterations and additions. In the case of alterations and additions, the requirements of the Policy apply only to the alterations and additions.*

Note 2: *Mixed Use developments are required to provide the information applicable to each use component of the development.*

22.71~~12~~-5 Decision Guidelines

DD/MM/YYYY
Proposed C388

In determining an application, the responsible authority will consider as appropriate:

- The extent to which the development meets the objectives and requirements of this policy from the design stage through to construction and operation.
- Whether the proposed ESD performance standards are functional and effective to minimise environmental impact.
- Whether the proposed ESD initiatives are reasonable having regard to the type and scale of the development and any site constraints.
- Whether an appropriate assessment method has been used.
- Whether an ESD plan or framework has previously been approved by the responsible authority (whether under a planning control or otherwise).

22.71~~12~~-6 Reference Documents

DD/MM/YYYY
Proposed C388

BESS (Built Environment Sustainability Scorecard), Council Alliance for a Sustainable Built Environment (CASBE), 2015. https://bess.net.au/

Green Star, Green Building Council of Australia https://new.gbca.org.au/green-star/

Nationwide House Energy Rating Scheme (NatHERS), Department of Climate Change and Energy Efficiency, www.nathers.gov.au

STORM, Melbourne Water, https://storm.melbournewater.com.au/

Urban Stormwater – Best Practice Environmental Management Guidelines (Victorian Stormwater Committee 1999).

Note: *The above reference documents and websites may be amended from time to time. It is intended that these documents and websites (or amended versions) are relevant reference documents to this policy.*

2271~~-1~~2-7 Commencement

DD/MM/YYYY
Proposed C388

The ESD Application Requirements in Table 1 do not apply to applications received by the responsible authority before the gazettal date of this clause.

22.71~~12~~-8 Expiry

DD/MM/YYYY
Proposed C388

This policy will expire if it is superseded by an equivalent provision of the Victoria Planning Provisions.

Attachment 4

Planning and Environment Act 1987

GREATER GEELONG PLANNING SCHEME

AMENDMENT C388

INSTRUCTION SHEET

The planning authority for this amendment is the Greater Geelong City Council.

The Greater Geelong Planning Scheme is amended as follows:

Planning Scheme Ordinance

The Planning Scheme Ordinance is amended as follows:

1. In Local Planning Policy Framework – replace Clause 21.02 with a new Clause 21.02 in the form of the attached document.

2. In Local Planning Policy Framework – replace Clause 21.05 with a new Clause 21.05 in the form of the attached document.

3. In Local Planning Policy Framework – insert Clause 22.71 in the form of the attached document.

End of document

21.02 CITY OF GREATER GEELONG SUSTAINABLE GROWTH FRAMEWORK

28/01/2010
C129(Part 1)
Proposed C88

The MSS is a key part of Council's commitment to the City of Greater Geelong Sustainable Growth Framework.

The Sustainable Growth Framework sets out key principles for ensuring that all actions and development undertaken in the City of Greater Geelong meets the needs of the present community, without compromising the ability of future generations to meet their own needs. There are four key elements to the City of Greater Geelong Sustainable Growth Framework:

1. Managing Urban Growth

Council will:

Set clear settlement boundaries and consolidate development within those boundaries in a managed way.

Encourage diversity in all communities.

Design healthy, walkable neighbourhoods.

Strive for engagement and inclusion in all communities.

Protect, restore and enhance Geelong's biodiversity and natural systems.

2. Building Sustainable Infrastructure

Council will:

Strive to develop a comprehensive network of accessible public transport.

Deliver safe, accessible linkages within and between towns that encourage walking, cycling and the use of alternative modes of transport.

Work with others to generate sustainable solutions to freight and people movement.

Look to the future when planning for and designing infrastructure.

3. Encouraging Diversity in Industry

Council will:

Support existing businesses and employers in Greater Geelong to achieve sustainable outcomes.

Encourage the growth of new and sustainable industry sectors.

Look for innovative ways to engage with the private sector.

Encourage the development of collaborative, interdependent industry clusters.

Provide a diverse range of high quality industrial and commercial land.

4. Reducing Greenhouse Gas Emissions

Council will:

Work with the community and other agencies to identify and promote ways to reduce greenhouse gas emissions in homes and industries.

Take climate change into account when considering the location and design of urban areas.

Use natural resources sustainably and dispose of wastes responsibly.

Strive for environmentally sustainable design ~~in all urban development~~by ensuring development demonstrates design potential for efficient use of energy at the planning stage.

These principles guide the objectives and strategies within the Municipal Strategic Statement.

21.05 NATURAL ENVIRONMENT

03/03/2016
~~C333~~
Proposed C388

21.05-1 Key issues and influences

28/01/2010
C129(Part 1)

The municipality includes a rich diversity of flora and fauna, including rare and unique species and communities, major waterways, large coastal areas and complex freshwater and marine wetlands.

Remnant vegetation across the municipality is conservatively estimated to be approximately 5% of that which existed pre European settlement.

Many of the municipality's significant natural environments are protected by international and national agreements and legislation.

Urban and rural growth has had a direct impact on the municipality's natural environments and the flora and fauna that they sustain. There is a need to protect and enhance the natural environment and provide for more sustainable development.

The extensive coastline is an important natural feature of the municipality, which is vulnerable to the impacts of urban development, climate change and natural processes.

A number of areas in the municipality are susceptible to flooding, via the flooding of waterways, stormwater runoff and coastal inundation, which have the potential to result in significant adverse economic, social and environmental impacts.

A number of areas in the municipality are susceptible to wildfire hazard, including some grasslands around Lara, the foothills of the Brisbane Ranges, and parts of the Anakie township.

21.05-2 Waterways

28/01/2010
C129(Part 1)

Objectives

- To protect, maintain and enhance waterways, rivers, wetlands and groundwater.
- To protect connectivity between waterways and wetlands.
- To reduce the amount of runoff from urban development and improve the quality of stormwater runoff entering waterways, estuarine and marine waters.

Strategies

- Ensure that land use and development avoids isolating wetlands and provides for connective water flows and vegetative links.
- Ensure waterways and wetlands are not drained or adversely affected as a result of development.
- Ensure development provides for appropriate buffer setbacks and fencing to waterways and wetlands.
- Ensure identified groundwater catchments are protected from surface contamination.
- Effectively manage stormwater runoff from development.

21.05-3 Biodiversity

28/01/2010
C129(Part 1)

Objective

- To protect, maintain and enhance the biodiversity of the municipality.

Strategies

- Ensure that land use and development enhances areas of native vegetation and other habitats.
- Ensure that land use and development minimises the fragmentation of areas of native vegetation and other habitats.
- Ensure habitats of indigenous species are protected from the impacts of land use and development.
- Ensure that land use and development does not aggravate existing salinity impacts or lead to the generation of newly affected areas, particularly through rising groundwater levels.

21.05-4 Coastal environments

28/01/2010
C129(Part 1)

Objectives

- To protect, maintain and enhance the coast, estuaries and marine environment.
- To respect and manage coastal processes.

Strategies

- Focus urban coastal development within existing urban settlements.
- Prevent lineal urban sprawl along the coast.
- Avoid the loss of, and wherever possible increase, public access to the foreshore environment.
- Restrict development on primary dunes.
- Ensure the potential for existence of acid sulphate soils adjacent to coastal and wetland locations is considered.
- Limit the number of stormwater outlets to the coast.
- Setback future land use and development from coastal areas, estuaries and coastal wetlands to provide a buffer which is adequate to accommodate coastal recession and the landward migration of coastal wetland vegetation communities such as mangroves and salt marshes.

21.05-5 Climate change

28/01/2010
C129(Part 1)

Objective

- To plan for and adapt to the impacts of climate change.

Strategy

- Avoid land use and development within areas considered at risk of coastal erosion or inundation from flooding, storm surge or rising sea levels.

21.05-6 Natural resource management

28/01/2010
~~C129(Part 1)~~
Proposed C388

Objectives

- To use non-renewable resources more efficiently.
- To increase the use of renewable resources.

Strategies

- Encourage all land use and development to incorporate best practice Water Sensitive Urban Design (WSUD) principles.
- Encourage planting of low water use vegetation, particularly indigenous vegetation.
- Encourage the installation of alternative, renewable energy supply systems.
- Encourage the installation of alternative water supply systems, including the use of recycled water where appropriate.
- Encourage development to incorporate best practice energy efficiency design principles and measures.
- Incorporate Environmentally Sustainable Design (ESD) principles in the design and development of built environments and strengthen requirements as appropriate for certain residential, mixed use and commercial developments as part of the planning permit application process.

21.05-7 Flooding

28/01/2010
C129(Part 1)

Objectives

- To protect floodplains.
- To minimise the potential for damage and risks to public safety and property from flooding.

Strategies

- Ensure that land use and development is compatible with flood prone land.
- Discourage land use and development in floodplains where flood function may be impaired.
- Recognise flood hazards associated with waterways and ensure the free passage of water whilst protecting development from flooding impacts.

21.05-8 Wildfire

28/01/2010
C129(Part 1)

Objective

- To minimise the impacts of wildfire.

Strategies

- Identify areas at risk of wildfire.
- Ensure that development in identified areas considers the impacts of wildfire.

21.05-9 Implementation

03/03/2016
C333

These strategies will be implemented by:

Using policy and exercise of discretion

Where appropriate, requiring the preparation of Stormwater Management Plans and/or Construction Management Plans which provide for the protection of receiving waterways.

Where appropriate, require applications for marine based development, including aquaculture development, to provide an environmental assessment.

Utilise indigenous species in revegetation programs on public land, including roadsides to improve the overall biodiversity of the municipality.

Ensure urban development on the Bellarine Peninsula complies with structure plan maps as detailed in Clause 21.14.

Further Work

Prepare and implement an updated flood study for Lara.

Work with the Corangamite Catchment Management Authority and the Department of Primary Industries to implement the Salinity Management Overlay Project, which may also include the protection of primary salinity sites via the Environmental Significance Overlay.

Work with the Corangamite Catchment Management Authority and the relevant state agency to implement the Erosion Management Overlay Project.

Investigate the application of the Environmental Significance Overlay to contributory value wetlands.

Investigate the application of the Environmental Significance Overlay or Vegetation Protection Overlay to areas identified as Biodiversity Sites and/or Primary Biodiversity Conservation Zones.

Work with the Department of Environment, Land, Water and Planning to investigate the application of appropriate planning provision(s) to the coastal fringe.

Work with the Department of Environment, Land, Water and Planning to investigate the application of appropriate planning provision(s) to areas identified as containing Bellarine Yellow Gum and Coastal Moonah Woodland.

References

City of Greater Geelong Environment Management Strategy 2006 - 2011, City of Greater Geelong, 2006.

Geelong Wetland Strategy, City of Greater Geelong, 2006.

Geelong Biodiversity Strategy, City of Greater Geelong, 2003.

Corio Bay Coastal Action Plan, Central Coastal Board and the City of Greater Geelong, 2005.

Corangamite Regional Catchment Strategy2013-2019, Corangamite CMA, 2013.

City of Greater Geelong Stormwater Management Plan, City of Greater Geelong, 2002.

Central West Victoria Regional Coastal Action Plan, Western Coastal Board, 2003.

Central West Victoria Estuaries Coastal Action Plan, Western Coastal Board, 2005.

Geelong Flood Mitigation Strategy, Gutteridge Haskins & Davey Pty Ltd for City of Greater Geelong, May 1997.

Geelong Regional Floodland Study, Geelong Regional Commission, June 1979.

Hovells Creek, Lara: Flooding – December 10, 1988, prepared by Technical Services Department Shire of Corio, January 1990.

22.71 ENVIRONMENTALLY SUSTAINABLE DEVELOPMENT

DD/MM/YYYY
Proposed C388

This policy applies throughout the City of Greater Geelong to residential and non-residential development that requires a planning permit in accordance with the thresholds in Table 1 of this Policy.

22.71-1 Policy Basis

DD/MM/YYYY
Proposed C388

This policy builds on and implements the objective and principle of the Sustainable Growth Framework expressed in Clause 21.02 of the Municipal Strategic Statement relating to environmentally sustainable development (ESD).

The City of Greater Geelong is committed to creating an environmentally sustainable city. Critical to achieving this commitment is for development to meet appropriate environmental design standards.

This policy provides a framework for early consideration of environmental sustainability at the building design stage in order to achieve the following efficiencies and benefits:

- Easier compliance with building requirements through passive design;
- Reduction of costs over the life of the building;
- Improved affordability over the longer term through reduced running costs;
- Improved amenity and liveability;
- More environmentally sustainable urban form; and
- Integrated water management.

If environmentally sustainable design is not considered at the time of planning approval, the ability to achieve ESD may be compromised by the time these matters are considered as part of a building approval. In addition, there may be difficulties or extra costs associated with retro-fitting the development to implement environmentally sustainable design principles.

This policy does not prescribe performance outcomes. The policy enables the provision of information and provides decision guidelines which will assist in the assessment of whether development meets ESD objectives.

This policy complements a range of non-statutory measures aimed at encouraging ESD. These measures include educating residents and applicants, assisting applicants to use ESD tools, leading by example with Council projects, promotion of exemplary private projects and promotion of the use of materials with favourable life cycle impacts.

22.71-2 Objectives

DD/MM/YYYY
Proposed C388

The overarching objective is that development should achieve best practice in ESD from the design stage through to construction and operation.

In the context of this policy best practice is defined as a combination of commercially proven techniques, methodologies and systems, appropriate to the scale of development and site specific opportunities and constraints, which are demonstrated and locally available and have already led to optimum ESD outcomes. Best practice in the built environment encompasses the full life of the build.

It is a policy objective to encourage innovative technology, design and processes in all development, which positively influence the sustainability of buildings.

The following objectives should be satisfied where applicable:

Energy performance

- To improve the efficient use of energy, by ensuring development demonstrates design potential for ESD initiatives at the planning stage.
- To reduce total operating greenhouse gas emissions.

- To reduce energy peak demand through particular design measures (eg. appropriate building orientation, shading to glazed surfaces, optimise glazing to exposed surfaces, space allocation for solar panels and external heating and cooling systems).

Water resources

- To improve water efficiency.
- To reduce total operating potable water use.
- To encourage the collection and reuse of stormwater.
- To encourage the appropriate use of alternative water sources (eg. greywater).

Indoor environment quality

- To achieve a healthy indoor environment quality for the wellbeing of building occupants, including the provision of fresh air intake, cross ventilation and natural daylight.
- To achieve thermal comfort levels with minimised need for mechanical heating, ventilation and cooling.
- To reduce indoor air pollutants by encouraging use of materials with low toxic chemicals.
- To reduce reliance on mechanical heating, ventilation, cooling and lighting systems.
- To minimise noise levels and noise transfer within and between buildings and associated external areas.

Stormwater management

- To reduce the impact of stormwater run-off.
- To improve the water quality of stormwater run-off.
- To achieve best practice stormwater quality outcomes.
- To incorporate the use of water sensitive urban design, including stormwater re-use.

Transport

- To ensure that the built environment is designed to promote the use of walking, cycling and public transport in that order.
- To minimise car dependency.
- To promote the use of low emissions vehicle technologies and supporting infrastructure.

Waste management

- To ensure waste avoidance, reuse and recycling during the design, construction and operation stages of development.
- To ensure durability and long term reusability of building materials.
- To ensure sufficient space is allocated for future change in waste management needs, including (where possible) composting and green waste facilities and provision for e-waste disposal.

3. FENCED DOG PARKS – SITING, DESIGN AND MANAGEMENT GUIDELINES

Source: **Community Life – Social Planning and Investment**
Director: **Robyn Stevens**
Portfolio **Social and Infrastructure Planning**

Purpose

1. To seek endorsement of the *Fenced Dog Park Siting, Design and Management Guidelines* and identify potential options for delivery of dog parks across the municipality.

Background

2. The City of Greater Geelong is currently home to over 34,500 registered dogs and this number is rising as the City's population increases.

3. A fenced dog park is a designated, enclosed fenced area suitable for the off-leash exercise and socialisation of dogs. Fenced dog parks do not replace existing off-leash areas in our reserves and beaches. The City currently has one fenced dog park at Stead Park in Corio.

4. Council adopted the *Domestic Animal Management Plan 2018-21* in March 2018. Five new actions in the plan relate to fenced dog parks, including creating new facilities and upgrading the existing fenced dog park at Stead Park.

5. With the growth of new residential areas and a reduction of average house block sizes, the demand on public open space for dog exercise areas is expected to increase.

6. Following an initial period of public engagement, the draft *Fenced Dog Park, Siting*, *Design and Management Guidelines* were developed. After Council endorsed the draft guidelines they were released for public exhibition. 40 responses were received and the majority were positive. No major changes were required for the content of the draft guidelines.

Key Matters

7. The provision of fenced dog parks has been identified as a priority for many dog owners. Of 617 survey respondents, 84% supported the development of additional fenced dog parks within the municipality (9% did not support and 7% were unsure).

8. The *Fenced Dog Parks Siting, Design and Management Guidelines* **(Attachment 2)** provides Council with guiding principles to identify locations and develop new fenced dog parks in a planned and coordinated way across the municipality.

9. Once the guidelines are endorsed by Council, officers will develop a prioritised program of work to inform future budgets.

10. From preliminary research and by applying the draft guidelines, three priority areas have been initially identified as needing dog parks; Lara, south of the Barwon River and the southern Bellarine Peninsula. The specific locations in these areas are yet to be determined.

Cr Murrihy moved, Cr Mansfield seconded -

11. That Council:

11.1 endorse the *Fenced Dog Parks Siting, Design and Management Guidelines*; and

11.2 note the identified priorities and opportunities for siting of future dog parks, subject to further investigation and community engagement.

Carried.

Division Requested:

For: Crs Nelson, Murrihy, Murnane, Harwood, Mansfield, Mason, Kontelj, Grzybek

Against: Crs Aitken, Asher, Sullivan

Attachment 1

Financial Implications

1. The guidelines include broad cost estimates, indicating establishing a fenced dog park with essential and desirable amenities is in the order of $300,000. Actual costs may be lower or higher depending on individual site conditions.

2. Funding for the first two dog parks has been sought through the business planning and budget process for the 2019-20 financial year.

3. The guidelines recommend rolling out one fenced dog park at a time. This will give us an opportunity to assess what has and what hasn't worked before we move onto the next park.

Community Engagement

4. Extensive community engagement was conducted throughout this project. The initial engagement was done via an online survey on the *Have Your Say* platform, as well as in hardcopy at customer service centres. There were six drop-in sessions held for face-to-face contact. A total of 44 residents were engaged through these sessions. The online engagement was very successful with 32,269 people reached online. The engagement was also widely promoted via the City's social media accounts (Facebook, Twitter and Instagram).

5. Community engagement in the preparation of the draft guidelines identified strong support for additional fenced dog parks in the municipality.

6. Council endorsed release of the draft guidelines for public comment at the 13 November, 2018 Community Focus Council Meeting. The draft guidelines were available for public comment from 13 November to 12 December 2018 via the City's *"Have Your Say"* webpage. 40 responses were received. A community engagement summary outlining the feedback is provided in **Attachment 3**. The majority of responses supported the draft guidelines. No major changes were made to the content of the draft guidelines.

7. As part of the community engagement, feedback was received from the local greyhound community regarding the provision of a suitable and safe exercise area (slip track) for retired greyhounds. Slip tracks are normally 200-500m in length and 10m wide, they are securely fenced with a keyed gate at either end and require a membership to access. These facilities are breed specific (greyhounds), require quite exclusive use and have separate requirements to standard fenced dog parks. Establishment of a greyhound slipping track should be considered separately to fenced dog parks. Engagement with the greyhound groups should continue to explore other opportunities.

8. Subject to Council's endorsement of the guidelines, the next steps to identify specific locations for proposed dog parks would involve:

    8.1 further detailed analysis on each option in accordance with the *Fenced Dog Parks Siting, Design and Management Guidelines* to identify a preferred site in each locale;

    8.2 a briefing of relevant portfolio and ward Councillors on the preferred site in each locale;

    8.3 a process of community engagement on the preferred sites in accordance with the City's *Approval Procedure for Open Space Development Projects* policy; and

    8.4 a report to Council on the outcomes of item 8.3 above (if required) in accordance with the policy.

Social Equity Considerations

9. The guidelines aim to provide safe, equitably distributed, accessible and functional community spaces for residents to exercise and socialise their dogs. The key principles in the guidelines include:

    9.1 Pets can enrich residents' lives, provide physical and mental health benefits, companionship and help facilitate social interactions in the community. Pets are an important part of a socially connected community.

    9.2 Fenced dog parks should be distributed across the municipality based on areas of need and established in strategically located areas.

10. Dog parks will be built to complement existing off-leash areas, not replace or reduce off-leash areas.

11. Key factors we will consider when planning future fenced dog parks include:

    11.1 number of registered dogs per suburb (see map and tables on pages 10-12 of the guidelines);

    11.2 areas not serviced by off-leash areas , or where off-leash areas are not available at all times;

    11.3 where existing fenced dog parks are located both in the City of Greater Geelong and in adjoining local government areas; and

    11.4 number of community requests for fenced dog parks.

12. An assessment against the siting criteria has identified the following locales as being priorities for fenced dog parks, along with a preliminary list of opportunity sites within each locale, that would require further investigation.

Locale: Lara

    12.1 *Opportunity sites*: Chirnside Park (Patullos Road) , Elcho Park (Elcho Road), Hovells Creek Reserve (Rennie Street) and the old Bowls Club site between Coles supermarket and the railway line (120-130 Station Lake Road).

Locale: South of the Barwon River

    12.2 *Opportunity sites*: Barwon Valley Parklands (Barrabool Road, Belmont), South Barwon Reserve (Barwon Heads Road, Belmont), old motocross site (26-76 Gun Dog Lane, Belmont), old pony club site (23 Woolscour Lane, Marshall), Waurn Ponds Creek Reserve (west of Torquay Road), Pioneer Park (Pioneer Road, Grovedale).

Locale: Bellarine Peninsula South

    12.3 *Opportunity sites*: Land between Emperor Drive and Tuckfield Street (Ocean Grove), Lake Avenue Reserve (36-66 Blue Waters Drive, Ocean Grove), Edsall Reserve (1192-1210 Bellarine Hwy, Wallington).

13. The guidelines outline the steps we will use to develop a preferred option and site within each locale (see Table 3, page 16 of the guidelines).

Policy/Legal/Statutory Implications

14. There are no formal standards for creating fenced dog parks in Australia. The *Fenced Dog Parks Siting, Design and Management Guidelines* will provide guidance to the City in the planning, design and management of fenced dog parks in the absence of formal standards.

15. There are no known legal or statutory implications associated with this report.

Alignment to Council Plan

16. The *Fenced Dog Parks Siting, Design and Management Guidelines* are consistent with the following strategic priorities of the *Council Plan 2018-22*:

    16.1 *Improved health and safety for our community* – by providing safer public spaces, encouraging responsible pet ownership and supporting active living;

    16.2 *Informed social infrastructure and planning* – by providing more quality spaces that support active lifestyles and delivering accessible and attractive community infrastructure based on community need; and

    16.3 *A more inclusive and diverse community* – by supporting activities that improve social connections in our community.

Conflict of Interest

17. No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

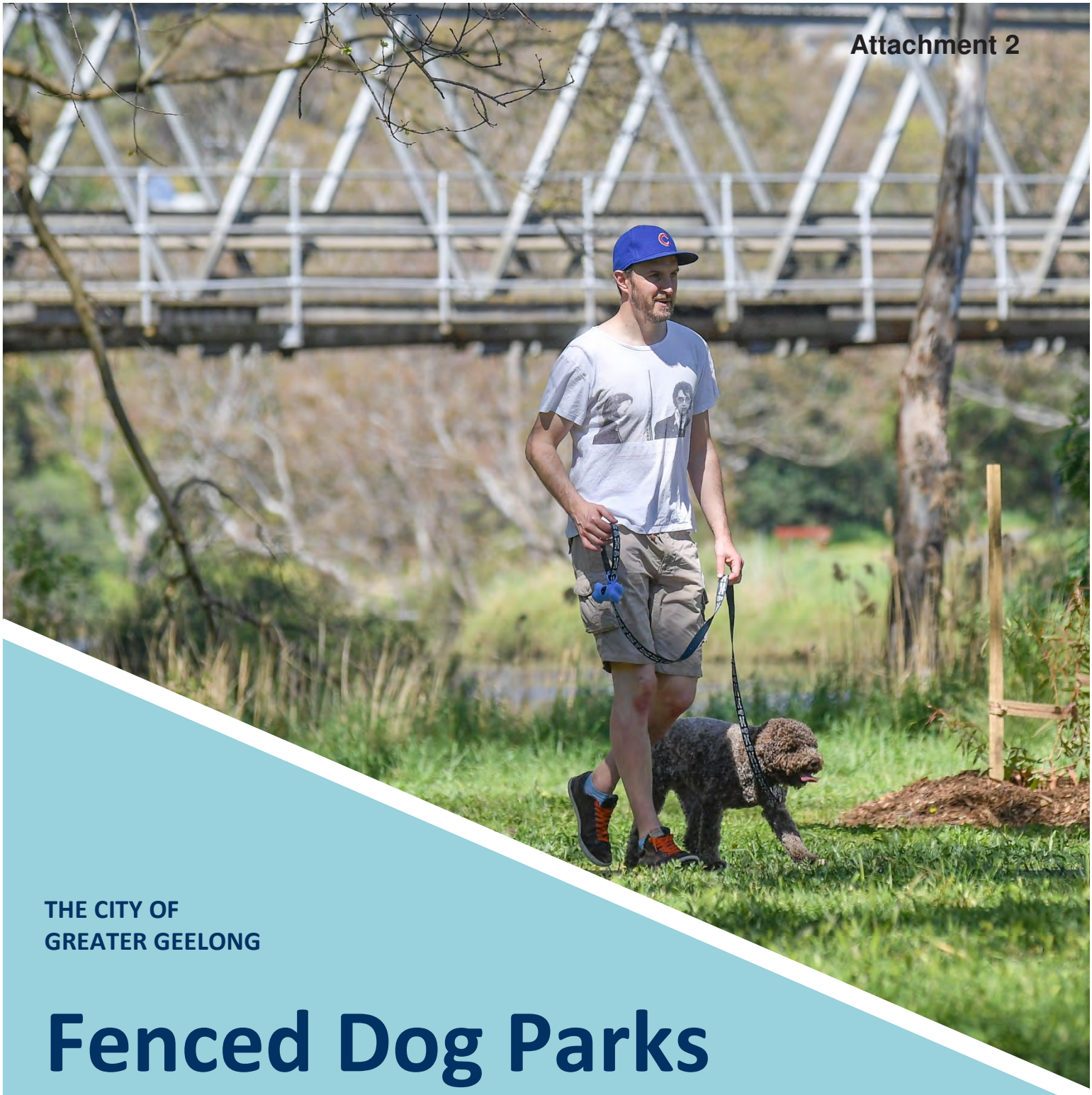
Risk Assessment

18. No notable risks have been identified with the adoption of these guidelines.

Environmental Implications

19. No significant environmental implications are associated with this report.

Attachment 2



THE CITY OF
GREATER GEELONG

Fenced Dog Parks

SITING, DESIGN AND MANAGEMENT GUIDELINES

January 2019

CITY OF GREATER GEELONG

ACKNOWLEDGEMENTS

This following guidelines were prepared for the City of Greater Geelong by Fiona De Rosa *from Balancing Act Adelaide.*

Maps, infographics and costings were prepared by Birdseye Studios.

A supplementary report entitled *Fenced Dog Parks, Community Engagement Summary, June 2018* is also available upon request.

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Section 1: Introduction

Dogs can draw people together by encouraging them outside to interact, exercise and share the common bond of owning a companion animal. In short, dogs are an important part of a healthy and socially-connected community.

Our population is growing and housing blocks are getting smaller. This creates greater demand for open space suitable for exercising dogs. We need to plan ahead to meet this demand and make sure we do so with a variety of open spaces, including fenced dog parks.

There is widespread community support for fenced dog parks. To be consistent in how we develop them, we've created the following guidelines.

The guidelines will shape future decisions about:

- where to locate parks
- park design and
- managing parks.

Informed by what we learnt from the community and our stakeholders, they are flexible enough so that they can be tailored to local conditions.

The four common themes that shape the guidelines are:

Better behaved dogs – we want good dog behaviour in public open spaces and to minimise incidents involving dogs.

Responsible dog owners – we want dog owners to be aware of their responsibilities in fenced dog parks, comply with dog park rules and demonstrate good park etiquette.

An educated community – we want a community who is educated about dog behaviour and able to support safe interactions between their dog and others.

The City as leaders – our organisation must proactively respond to changing community needs, take a planned and coordinated approach to developing fenced dog parks and build partnerships with the community.

PURPOSE OF THE GUIDELINES

We have prepared these guidelines to assist with the planning, design, operation and management of fenced dog parks in the City of Greater Geelong.

Section 2 provides background information about the context in which dog parks are being built and some data about dogs in our community.

Sections 3 – considerations when looking for a suitable location, site assessment criteria and steps to follow when choosing a site.

Section 4 – principles to consider when designing a fenced dog park and information about core infrastructure and amenities.

Section 5 – ongoing management issues that require financial and human resources.

Section 6 – cost estimates for both construction and management of a dog park.

Section 7 – useful resources to help develop dog park education programs and signage.

WHAT IS A FENCED DOG PARK?

Fenced dog parks are fenced-in areas designated for off-leash exercise and socialisation of dogs.

They are a relatively new type of recreation park in Australia, although there are parks available in all states and territories of Australia.

There are no formal standards for fenced dog parks at present. However, the Dog and Cat Management Board of SA has produced a comprehensive publication *'Unleashed a guide to successful dog parks'*, which this guide has been based on.

WHAT THE COMMUNITY TOLD US

Benefits and challenges of fenced dog parks that were highlighted in our community consultation include:

Benefits

- **Opportunity for dogs to exercise and socialise.**
- **Can enhance the safety of dogs.**
- **Promote responsible pet ownership.**
- **Provide space to educate dog owners about dog etiquette and good behaviour.**
- **Minimise conflict in other public open spaces.**
- **Provide opportunities for people to socialise and build social bridges in the community.**

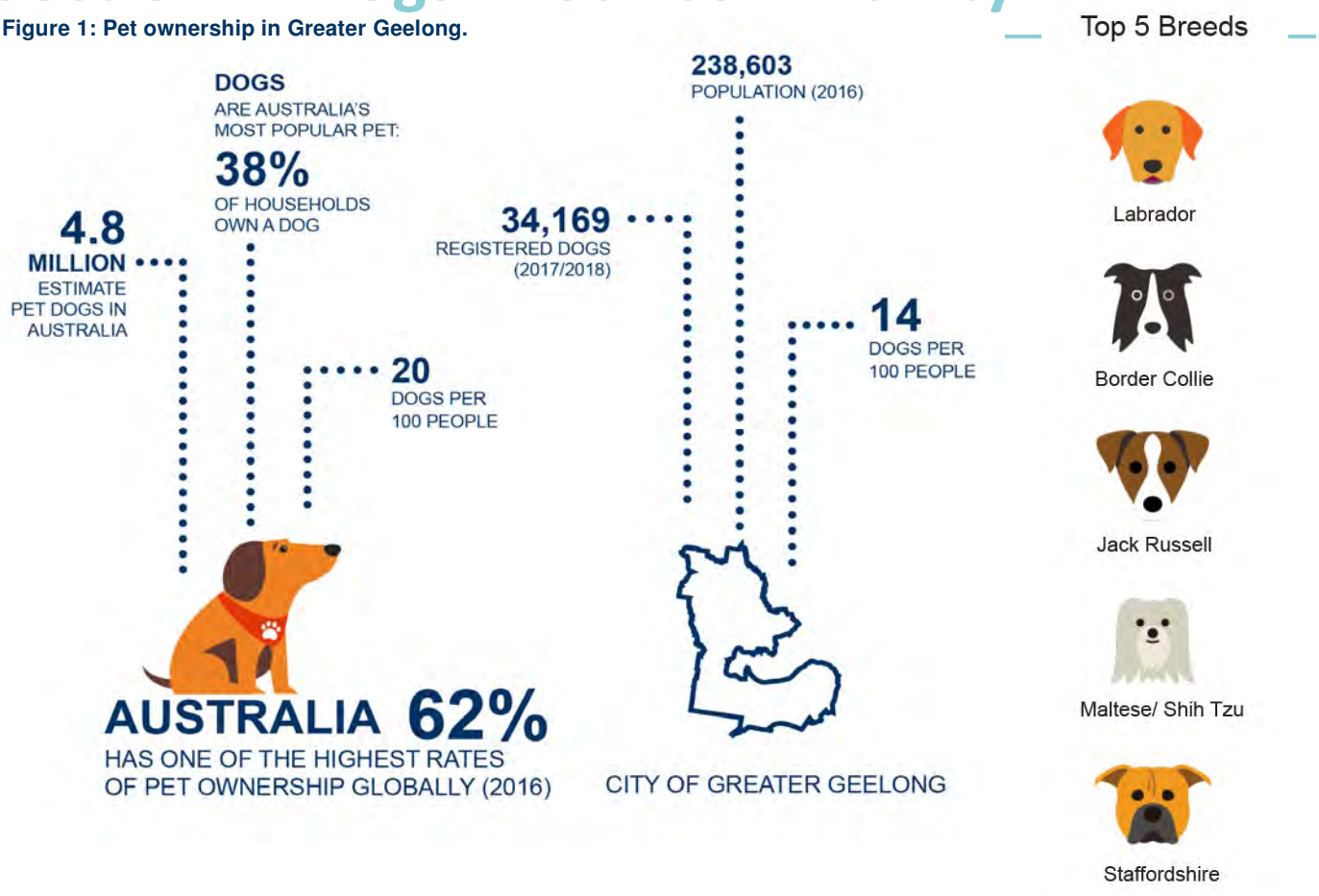
Challenges

- **Enforcing fenced dog park rules.**
- **Maintaining safety for dogs and people.**
- **Managing dog waste.**
- **Managing parking and traffic in surrounding streets.**
- **Managing noise.**



Section 2: Dogs in our community

Figure 1: Pet ownership in Greater Geelong.



PET OWNERSHIP IN AUSTRALIA

Australia has one of the highest rates of pet ownership in the world with 38 per cent of households owning a dog.[1]

Companion animals, such as dogs, play a significant role in the lives of many Australians, as demonstrated by the following quote:

> *"A higher proportion of us live in households with a dog and/or cat than a child. Fifty per cent of Aussies live in a household with at least one cat or/and dog in it, whereas 35 per cent share their household with a least one child aged under 16."*[2]

GREATER GEELONG DOG POPULATION

In 2017–18, there were 34,169 registered dogs in the City of Greater Geelong (see Figure 1). The dog population is likely to be higher given some dogs would be unregistered.

Map 1 (page 10) shows the distribution of registered dogs across the City of Greater Geelong and Tables 1 and 2 (pages 11 and 12 respectively) show where they live.

We anticipate that the number of dogs in our municipality will increase with the population growth anticipated for the region. This is expected to create a higher demand for off-leash areas, including fenced dog parks, within existing and planned open space.

BENEFITS OF PET OWNERSHIP

> *"Adults are moving away from structured sports to casual activities with dog walking being number three of the top 10 activities in Australia."*[3]

Research demonstrates the following benefits of pet ownership[4]:

Pets are good for our general health and wellbeing

- People with pets make fewer visits to the doctor.

[1] Animal Medicines Alliance, 2016

[2] Roy Morgan, 2015, article 6272, n. p.

[3] One Eighty Degree, n.d.; p. 23.

[4] ACAC, 2019, PIAS, 2010, Woods et al., 2005

- People with pets are at lower risk of cardiovascular disease than non-pet owners.

Pets are good for an aging population

- Pets can boost activity levels in older people, helping to improve overall health.
- Pets provide companionship for older adults living alone.

Pets are good for children

- Young children with pets are more likely to exercise.
- Children or adolescents with pets have shown to have higher self-esteem.

Pets are good for the community

- Pets can help people build social bridges in communities.
- People with pets are more likely to have conversations with other people.

CHANGES TO HOW WE LIVE

Almost a quarter of Australians live in medium to high-density housing. Block sizes are getting smaller and dwellings are getting bigger, leaving less private outdoor space available for dogs.

"Between 1991 and 2001, the number of separate houses in Australia increased by 18 per cent, while the number of higher density dwellings increased by 37 per cent."[5]

If this trend continues, there will be increasing demand for public open space suitable for dogs. Accommodating dogs and their owners in the planning and design of new communities and open spaces is therefore critical.

DOGS IN PUBLIC PLACES

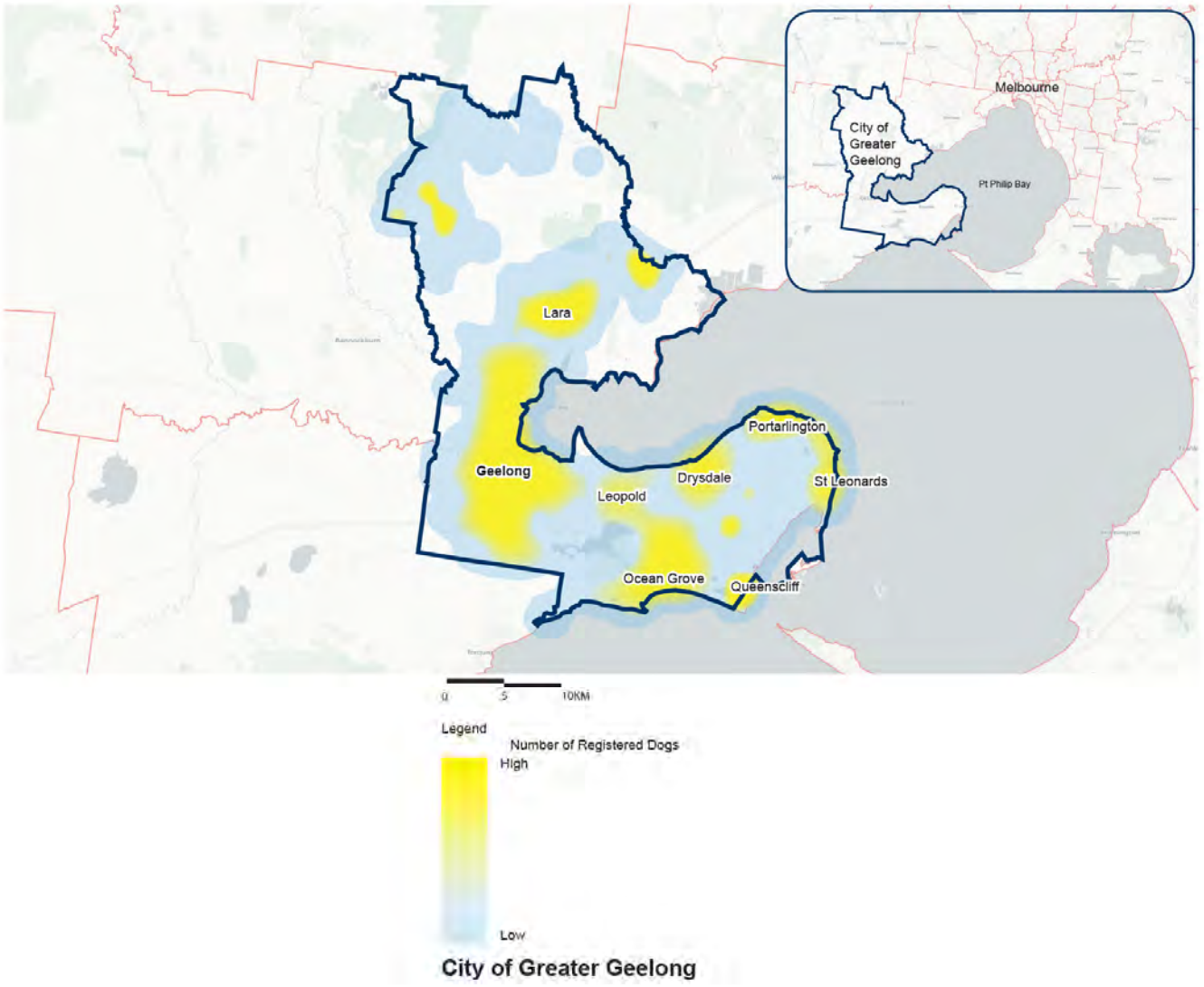
Dogs that are well-socialised, trained and have good manners are less likely to cause a nuisance in public. This training needs to happen in a range of settings, on and off-leash.

Like most local governments, we provide a diverse range of public open spaces for dogs and their owners that include:

- time-shared, off-leash areas, such as sporting ovals and beaches
- full-time off-leash areas and
- a designated fenced dog park (Stead Park Dog Park) at Corio.

Dogs must be kept on-leash in all other public areas, unless directed by local signs.

[5] PIAS, 2010:5



Map 1: Distribution of registered dogs

Table 1: Number of registered dogs, by suburb (City of Greater Geelong)

	Registered dogs **(2017–18)**	Population **(ERP, 2017)**	Suburbs **(based on ABS groupings)**
1	2649	17,371	Lara
2	2636	21,822	Highton, Wandana Heights
3	2563	15,170	Ocean Grove
4	2067	13,392	Leopold
5	2046	14,982	Grovedale
6	2037	15,817	Corio
7	1915	14,496	Belmont
8	1330	7,643	Clifton Springs
9	1275	10,651	Newtown
10	1151	6,058	Geelong, Drumcondra
11	1060	8,884	Norlane, North Shore
12	1105	9,899	West Geelong, Manifold Heights
13	896	5,954	Newcomb, Moolap
14	885	6,877	Armstrong Creek, Mt Duneed
15	879	4,658	Drysdale, Bellarine
16	833	4,821	Barwon Heads, Connewarre, Breamlea
17	800	4,900	St Albans Park
18	754	6,436	Hamlyn Heights
19	710	3,784	St Leonards, Indented Heads
20	588	3,992	East Geelong
21	585	3,744	Portarlington
22	578	3,927	Whittington
23	575	5,604	Waurn Ponds, Ceres
24	542	2,976	Rural Bellarine Peninsula
25	537	5,247	Bell Park
26	534	3,740	South Geelong, Thomson, Breakwater
27	505	5,116	Bell Post Hill
28	456	3,722	Fyansford, Herne Hill
29	434	2,722	Lovely Banks, Batesford, Moorabool
30	371	4,082	North Geelong, Rippleside
31	343	1,861	Curlewis
32	314	1,830	Rural North
33	226	2,663	Marshall, Charlemont

Table 2: Number of registered dogs, by regions (City of Greater Geelong)

	No. of registered dogs	Population (ERP, 2017)	Suburbs (based on ABS groupings)
North	2649	17,371	Lara
	2037	15,817	Corio
	1060	8,884	Norlane, North Shore
	1105	9,899	West Geelong, Manifold Heights
	754	6,436	Hamlyn Heights
	537	5,247	Bell Park
	505	5,116	Bell Post Hill
	456	3,722	Fyansford, Herne Hill
	434	2,722	Lovely Banks, Batesford, Moorabool
	371	4,082	North Geelong, Rippleside
	314	1,830	Rural North
South	2636	21,822	Highton, Wandana Heights
	2046	14,982	Grovedale
	1915	14,496	Belmont
	1275	10,651	Newtown
	1151	6,058	Geelong, Drumcondra
	896	5,954	Newcomb, Moolap
	885	6,877	Armstrong Creek, Mt Duneed
	800	4,900	St Albans Park
	588	3,992	East Geelong
	578	3,927	Whittington
	575	5,604	Waurn Ponds, Ceres
	534	3,740	South Geelong, Thomson, Breakwater
	226	2,663	Marshall, Charlemont
East	2563	15,170	Ocean Grove
	2067	13,392	Leopold
	1330	7,643	Clifton Springs
	879	4,658	Drysdale, Bellarine
	833	4,821	Barwon Heads, Connewarre, Breamlea
	710	3,784	St Leonards, Indented Heads
	585	3,744	Portarlington
	542	2,976	Rural Bellarine Peninsula
	343	1,861	Curlewis



Section 3: Siting of fenced dog parks

Our municipality is divided into three regions: north, south and east, including the Bellarine (see Table 2 on page 12). We aim to identify a priority site for each of these regions, working to cover both established and growth areas. Once built, it is anticipated each fenced dog park will service a group, or cluster, of suburbs.

Dog parks will be built to complement existing off-leash areas, not replace or reduce existing off-leash areas.

Key factors that we will consider when planning future fenced dog parks include:

- number of registered dogs by suburb (see map and tables on pages 10–12)
- areas not served by off-leash areas, or where off-leash areas are not available at all times
- where existing fenced dog parks are located both in the City of Greater Geelong, and in adjoining council areas (see Appendix A for more information)
- number of community requests for fenced dog parks.

Our plan is to roll out one fenced dog park at a time. This gives us an opportunity to assess what has and hasn't worked before we move on to the next park.

Table 3 (on page 16) explains the steps we will use to create a shortlist of proposed sites.

SITE CONSIDERATIONS

Our choice of land will be largely restricted to what we own. However, in assessing each proposed site, we will make sure it meets certain criteria so that placing a dog park on site does not create more problems it solves.

These considerations have been summarised in Table 4 (see pages 17-18).

Park hierarchy

Fenced dog parks should only be established in suitable regional and district parks, as per our park hierarchy classification. They are not suitable for local or neighbourhood parks.

Park size

The size of each fenced dog park will ultimately be dictated by the land we have available.

However, 3,000m^2 is our preferred minimum size for a fenced dog park. If there are plans to allocate separate areas for small and large dogs, each area would need to be allocated 3000m^2.

"The area should be big enough for dogs to run around and space themselves out. If there's not enough square footage available, a park can easily get crowded. Crowding can lead to tension among dogs and, as a result, fights can erupt."[6]

Location

We want to build fenced dog parks that are central to the dog population.

A key issue raised in the community engagement was that the existing Stead Park Dog Park was not centrally located to the dog population, and the Princes Highway created a barrier, separating the majority of the dog population from the park.

While park location will be largely determined by availability of land, when choosing a site we will take into account the following results from our community survey:

- 45 per cent of respondents were willing to travel 10–20 minutes (by car)
- only 15 per cent were willing to travel 20+ minutes.

Site qualities

We will aim to build fenced dog parks that are relatively flat, have good drainage and offer shade from mature trees, if possible.

We will try and avoid the following:

- sites that are prone to flooding, as this will limit access to the park at certain times
- steep slopes, which are difficult to access.

Site access

Research shows that 68% of people drive to fenced dog parks.[7]

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[6] *American Society for the Prevention of Cruelty to Animals, 2013.*

[7] (University of Adelaide)

To reduce use of cars in and around dog parks, we will favour sites that are well-connected to walking trails.

However, given the large area that each park will be expected to service, we will favour sites with existing on-site parking, or the potential to develop it. Parking should ideally be:

- provided as close as possible to the dog park and
- designed so it is easy for dogs to safely get in and out of the car.

We will aim to put fenced dog parks in areas that are easy to find. We would prefer not to locate them in areas only accessible from residential back streets, or no-through roads.

Managing potential conflict

Ideally, we will aim to position fenced dog parks in areas where there is little conflict with other land uses.

However, in cases where this isn't possible, we may have to put measures in place to minimise conflict.

Residential properties

Fenced dog parks located too close to residential properties may cause the following issues:

- increased noise from barking dogs and people talking
- park users looking into adjacent residential properties
- additional activity in the park, particularly in morning, evenings and weekends
- odour from dog waste
- increased traffic and parking on surrounding local roads.

We will therefore aim to use a setback or buffer between the dog park and neighbouring houses to reduce the potential for conflict.

Recreation areas

Examples of recreation areas likely to conflict with fenced dog parks include:

- children's playgrounds
- BBQ and eating areas
- skate parks and
- cycling trails.

We will aim to position dog park entry/exit gates away from areas with these uses, providing a buffer where necessary.

Environmentally sensitive areas

We will aim to avoid areas that contain endangered species, significant wetlands, biodiversity corridors and high-value habit areas.

Site infrastructure

As mentioned previously, we will aim to place fenced dog parks in regional and district parks. This means that other amenities and infrastructure should be available, including water, electricity, toilets and on-site parking.

Land ownership

All fenced dog parks built and managed by us will be placed on public land. However, we are also open to developing parks in partnership with other organisations, such as private industry and other levels of government.

WHAT THE COMMUNITY TOLD US

The community engagement undertaken as part of this project identified the following requirements for fenced dog parks:

- **Dog parks should be away from conservation areas**
- **Dog parks should be separate from playgrounds, and BBQ areas**
- **Dog parks should be central and in easy to reach locations**
- **Dog parks should have lots of parking**

Table 3: Steps to choosing a site

STEP 1	Develop a list of potential sites for fenced dog parks, adding new sites as they arise.
STEP 2	Eliminate any sites unsuitable for a fenced dog park, including: • local and neighbourhood parks (as per our park hierarchy classification) • parks less than the preferred minimum size of 3,000m^2 • areas of environmental significance (that is, areas that contain endangered species, significant wetlands, and high value-habit areas) • areas of high cultural or heritage significance.
STEP 3	Assess shortlisted sites using the criteria in Table 4 (see page 17–18).
STEP 4	Conduct a preliminary inspection of the sites left on list to refine it further.
STEP 5	Conduct detailed assessments of the remaining sites and select our preferred sites.
STEP 6	Consult with the community on preferred sites.
STEP 7	Select a site.
STEP 8	Further consult with the community during the design phase

Table 4: Site assessment criteria

Criteria	Questions to ask
Park hierarchy	**What classification is the park - regional, district or local?** It's not ideal to locate a fenced dog park in a local or neighbourhood park. **Preferred:** Regional or district park.
Size of park	**What is the size of the proposed fenced dog park?** Is there enough space to minimise site degradation by overuse and crowding of dogs? **Preferred:** 3,000m^2 minimum enclosed space area for a fenced dog park.
Location	**Is the site central to the dog population?** Are there any major roads, freeways or railway lines that make it difficult for people to access the site? Are there any existing fenced dog parks or other off-leash areas nearby? **Preferred:** Locate fenced dog parks in areas central to the existing & projected dog population and in areas underserviced by existing fenced dog parks.
Site qualities	**Are the site qualities suitable for a fenced dog park?** Is the site prone to flooding? Is there good drainage? Are there any mature trees for shade on the site? **Preferred:** Relatively flat topography, permeable soils for good drainage, and mature trees for shade.
Site access	**Is there enough car parking to avoid creating a negative impact on surrounding areas?** Is there any designated parking close by or capacity to establish car parking? How safe is the parking area for getting dogs in and out of cars? **Preferable:** Off-street car parking. **Are there any connecting paths or trails leading to the site?** **Preferred:** Connections to walking paths. **How easy is it to access and find the site by road?** Is the park located on a main road, off a main road, or only accessible from local residential streets? **Preferred:** Fenced dog parks should be easy to find and located on roads with good access – that is, not located near dead-end or no-through roads.
Adjacent activities/uses	**What are the adjacent activities and are they compatible with a fenced dog park?** Is there enough space to provide a buffer between adjacent activities such as children's playgrounds, skate parks, BBQ/eating areas and residential dwellings? If

	co-located with sporting ovals, how will people access the fenced dog park on match days? **Preferred:** Locate fenced dog parks near compatible activities, or separate incompatible activities with buffer zones or setbacks.
Environmental sensitivity	**Are there any areas within the proposed site and surrounds that are environmentally sensitive, such as wetlands and biodiversity corridors?** **Preferred:** Locate fenced dog parks away from wetlands, fauna habitats and other sensitive environments.
Site infrastructure	**What existing infrastructure and services are on the site, or nearby (water, electricity, public toilets)?** Where are the connection points? Are there any existing fences or boundaries we could utilise? **Preferred:** Water connections nearby, or easily accessible.
Visibility	**Is the site visible from the road, or is it in an isolated position?** **Preferred:** Sites should be highly visible.
Ownership & Consent	**Who owns the land?** Is consent needed from other authorities? Are there any cultural, heritage or environmental planning overlays that impact the space? **Preferable:** City-owned land preferred.
Other considerations	**Are there any other requirements?** **Preferred:** Crime Prevention Through Environmental Design (CPTED) and accessibility principles should be considered.



Section 4: Dog park design

There is no 'one-size-fits-all' design for a fenced dog park. The design of a fenced dog park will be shaped by:

- site conditions
- budget
- anticipated level of use and
- the needs of the community.

We will design our dog parks according to the following list of requirements:

CORE INFRASTRUCTURE

Perimeter fencing

A secure perimeter fencing is needed to discourage dogs escaping over, under and through the fence. It should be built as follows:

- approximately 1.7–1.8 metres high
- shaped without corners if possible, to avoid situations where dogs might feel trapped (for example, an oval-shaped fence)
- with a concrete plinth, or footing, to assist with maintenance and help prevent small dogs from escaping.

Entry and exit points

All entry and exit points should be double-gated to prevent dogs from escaping.

Gates should be:

- self-closing with a pull latch (similar to a pool fence)
- available in more than one location, to reduce congestion in and around the gates
- built to be accessible – this means all gates must be wide enough for wheelchair access and feature low latches

A separate maintenance gate is also needed and should be wide enough to accommodate service vehicles and machinery, such as bobcats.

Ground surfaces

Selecting suitable surface materials for a dog park can be challenging. Dogs need a variety surfaces, to suit different types of activity, and surfaces must be dog-friendly, hard-wearing and emit minimal dust.

Appropriate materials include:

- Concrete – best for high traffic areas, such as in and around entry and exit gates, and internal paths.
- Mulch – suitable provided it is a good-quality grade and doesn't contain anything that has the potential to harm dogs, such as sharp objects, plastics and string.
- Grass – suitable for small areas only, as it can be difficult to maintain in such a high-traffic area. Grass varieties chosen should be hard-wearing, such as those used for high-use sports fields. To help grass survive and suppress dust, irrigation systems should be included.
- Sand – may be appropriate, in combination with other surface materials.

Asphalt is not an appropriate surface material, as it can burn a dog's paw pads in hot weather.

Drinking water taps

Taps for drinking water should be:

- built in areas with good drainage, to reduce water logging
- located away from the entry and exit points, to discourage people and their dogs congregating in high-traffic areas

The water bowl must be:

- large enough for all dogs, including those wearing a muzzle
- easy to refill and
- easy to keep clean – for example, a round bowl that can be turned over and emptied.

Shade

Shade from existing trees, new trees or built structures should be included in the design, as dogs are more vulnerable to heat than people.

Seating

Seating provided should be kept to a minimum, to encourage people to move around and interact with their dog. Ideally, seating should be:

- built with backs, to discourage dogs from jumping onto the seats
- provided informally, using rocks and logs.

Signs

All signs should be placed in highly visible locations.

Signs explaining the rules governing the dog park should be clear and consistent (see page 27 for more information about dog park rules).

Waste disposal

Poo bag dispensers, bags and waste bins must be provided to encourage people to pick up after their dog and dispose of the waste appropriately.

DESIRABLE AMENITIES

Separate areas

A dog park featuring separate areas for small and large dogs is desirable. However, our ability to build this will depend on the size of the park and construction budget. If park space is limited, one larger park is preferable to two smaller areas.

Dog parks with separate areas do offer other benefits, including the ability to rotate sides for grass repair, maintenance or upgrades.

Earth mounds and mass plantings are another way to create separate zones. As well as making good visual barriers, they help prevent dogs from getting up too much speed in the park.

Activity zones

Dog parks should ideally feature multiple activity zones and not just be a flat, fenced-in space. This is because:

- dogs need running areas, as well as quieter environments where they can sniff, play one-on-one with other dogs and interact with their owners
- activity zones help spread out park users, reducing wear and tear on surfaces.

Internal walking paths are a great way of encouraging activity in a dog park. They are desirable because they encourage people and their dogs to move around the space.

> *"Paths that encourage owners and dogs to keep walking are best for enhancing the dog/owner relationship and preventing dog to dog conflict."*[8]

Other ways of encouraging activity might include varied terrain, earth mounds, sensory plantings, tunnels, logs, water play and dog-play items

Plants

All plant flowers, seeds, fruit and leaves within and around dog parks should be non-toxic and non-irritating to dogs.

Tussocks are particularly useful for dog parks, as dogs can weave through the plants.

Plants and grasses must be well-established before the park is opened to the public. Temporary fencing may be used to fence off areas where plants are establishing, or recovering.

OPTIONAL AMENITIES

Park lighting

While park lighting can extend hours of use in a dog park, the construction budget and park location will determine whether it is included. If, for example, the dog park is near a residential area, lighting might not be appropriate.

Toilets

Dog parks should be ideally built in areas with existing toilet facilities, which include accessible toilets.

For areas without toilets, both the location and budget (construction and maintenance) will determine whether they are included.

Noticeboard

Noticeboards are a useful feature in a dog park for promoting upcoming events and information on dog park rules and etiquette. Ideally, they should be:

- lockable, with no breakable parts
- managed by us.

OTHER CONSIDERATIONS

- Crime Prevention Through Environmental Design (CPTED) principles should be considered when designing fenced dog parks. For more information, please visit

  https://www.planning.vic.gov.au/policy-and-strategy/urban-design/urban-design-guidelines

[8] (Larsen Bridge, 2007: n.p).

WHAT THE COMMUNITY TOLD US

The community identified the following elements for a fenced dog park:

- **secure high fencing**
- **double entry gates, with self-closing latches**
- **water for dogs**
- **bag dispensers and bins**
- **enrichment for dogs**
- **a variety of ground surfaces**
- **places to sit, but limited seating so people pay attention to their dog**
- **walking paths and trails**
- **natural shade**
- **toilets**
- **covered areas, such as shelter structures.**

Ten top tips for design

1. **Design doesn't have to be complex.**
   Keep it simple and get the layout right.
2. **Don't copy the dog park down the road.**
   The design of a fenced dog park should be tailored to the individual site conditions.
3. **Break up the space with natural barriers.**
   This prevents dogs from getting up to high speeds in the park.
4. **Keep the entry and exit points free of clutter and amenities.**
   This minimises congestion in these high-traffic areas.
5. **Create active and passive zones.**
   Don't just build one flat, fenced-in area.
6. **Get owners moving around with their dogs.**
   Meandering walking paths or trails encourage walking and reduces the chance they'll stop in the one spot.
7. **Think about the escape artists.**
   Provide a double-gate system, with self-closing latches.
8. **Provide more than one way of getting in and out.**
   This minimises overcrowding in high-traffic areas.
9. **Design the space to reduce potential conflict.**
   Try and avoid creating spaces where dogs might become trapped.
10. **Make the space accessible.**
    Consider people of all abilities in the design.



Section 5: Dog park management

Fenced dog parks have unique characteristics and require well-thought-out systems for managing and caring for the space.

As it is this care that is critical to the community's overall enjoyment and use of space over the long term, we must dedicate resources beyond the initial construction budget to make sure it is addressed.

MAINTENANCE

The essential elements of a maintenance program include:

- Fencing and gates – repair and replacement, keeping gate latches in working order.
- Pathways - clearing trip hazards, keeping paths in good condition.
- Mulch area – topping up and replacing.
- Sand area – topping up and raking.
- Grass area – restoration and replacement.
- Rubbish bins – collecting waste and maintaining.
- Irrigation – checking for leaks and keeping sprinklers in working order.
- Plantings – replacing plants and protecting damaged areas with barriers.
- Shelter – maintaining.
- Seats/benches – maintaining and keeping clean.
- Rocks and logs – maintaining.
- Drinking fountains – keeping them clean and in working order, checking water pressure and drainage.
- Signs – maintaining.
- Dog bag dispensers – restocking of bags and maintaining.
- General – filling in holes, graffiti removal and so on.
- Weed spraying – managing weeds using either non-toxic sprays, or exclusion periods after spraying.
- Rotating parks – in cases where large dog and small dog areas are available.

VOLUNTEERS

There may be opportunities to engage volunteers to help with basic maintenance, such as replacing the dog bags, sweeping the paths and general clean-ups.

ESTABLISHING THE RULES

The Dogs in Public Places Policy establishes dog controls in all public places, including dog parks. The purpose of the policy is to maintain fair and equal access to open spaces for all users, while maintaining community safety and protecting the environment.

According to the policy, dogs must be supervised and under effective control at all times in unfenced and fenced off-leash areas. Owners are also required to pick up after their dogs.

Beyond the policy, there is a need to establish some consistent rules for all dog parks that promote a safe and friendly environment. These rules should cover issues including:

- dog behaviour
- safe use of the space and
- what to do if there is an incident.

Examples of dog park rules used elsewhere are included in Section 7 (see page 34).

Once the rules for all dog parks have been set, they should be communicated in the following ways:

- signs placed in highly visible places near dog parks
- using the Park your Pet app
- through our online channels, including www.geelongaustralia.com.au/pets
- via information leaflets and brochures at dog park openings and events.

PATROLLING AND ENFORCEMENT

This was highlighted in the community survey findings as one of the biggest challenges in managing fenced dog parks.

The first month after opening is an excellent time for animal management officers to reinforce good dog park etiquette, and we will aim to factor this in to our planning.

Beyond that, dog parks will be patrolled by animal management officers as part of the broader municipality.

EDUCATION PROGRAMS

Fenced dog parks bring pet owners together in one place. As such, they provide an excellent opportunity to educate dog owners about a range of topics relevant to responsible pet ownership.

An education program should therefore be incorporated into the overall management of the space

Topics that could be covered include:

- dog body language
- assessing a dog's suitability for fenced dog parks
- socialisation
- basic dog training skills
- dog legislation and responsibilities
- children and dogs.

There are opportunities to work with other professionals, such as qualified dog behaviour experts, dog trainers, veterinarians and animal shelters to deliver these sessions.

For more information about education program, please go to Appendix D.

EVALUATION

Evaluation is often a forgotten aspect of the management of a fenced dog park, yet it is arguably one of the most important elements in maintaining effective and functional parks.

Ideally, we will establish a data collection management system to record the following:

General

- Feedback we receive from community members.
- Number of people using a dog park (measured by placing a counter across the dog park gate). This can help determine if the park is being overused or underused.
- Requests for fenced dog parks.

Safety

- Nature and number of incidents reported inside and outside of the fenced dog park.

Maintenance

- Amount of uncollected dog faeces inside and outside of the dog park.
- Condition of surface materials and infrastructure (before and after photos are an excellent way to document changes).
- Feedback received from parks and maintenance staff and maintenance contractors.

Costs

- Costs associated with the regular maintenance of the dog park, including budgeted and unexpected costs.

Feedback from park users and neighbouring residents (annually or bi-annually) is a simple yet effective way to determine their satisfaction or otherwise with a fenced dog park[9].

The management system should ideally be set up to record information based on suburb and site location.

[9] (Source: Dog and Cat Management Board of SA, 2014)

WHAT THE COMMUNITY TOLD US

The following rules for a fenced dog park were suggested during the community engagement period:

- **Coming into a dog park you agree to:**
  - **enter at own risk**
  - **share the space**
  - **respect all users.**
- **Stay focused on your dog.**
- **Children are to be supervised at all times and:**
  - **not run around with dogs**
  - **not play on dog equipment.**
- **Aggressive dogs are not allowed.**
- **Scoop the poop.**
- **Dogs to be on-leash when entering/exiting the park.**
- **Dogs to be up-to-date with vaccinations.**
- **Dogs to be registered, desexed and microchipped.**
- **Number of dogs per person to be limited– for example, 2–3 dogs for all users, including commercial dog walkers.**



Section 6: Cost estimates

The following broad-cost estimates have been put together for the construction and establishment of new fenced dog parks.

These costings are provided for guidance purposes only, and the cost of individual projects would vary depending on the size of the park, existing site qualities, materials, site preparation and final design.

Table 5: Example: pre design, opinion of probable cost, 3000m^2 fenced dog park

NB: Please refer to the disclaimer at the end of this document

ITEM No.	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
1.00	**PRELIMINARIES**				
1.01	Establishment, insurances, construction Environmental Management Plan etc	1	Item	$10,000.00	$10,000.00
1.02	Surveyor	1	Item	$5,000.00	$5,000.00
	SUBTOTAL				**$15,000.00**
2.00	**LANDSCAPE FURNITURE**				
2.01	Timber seat with back (1.8m)	1	Item	$2,200.00	$2,200.00
2.02	Dog bag dispenser	2	Item	$150.00	$300.00
2.03	Bin enclosure – 240L	1	Item	$1,500.00	$1,500.00
2.04	Drinking fountain with dog bowl	1	Item	$4,000.00	$4,000.00
	SUBTOTAL				**$8,000.00**
3.00	**FENCING**				
3.01	Perimeter fencing - 1.8m chainmesh with top and bottom rail (50x60)	220	lm	$70.00	$15,400.00
3.02	Double entry gates (2 per entry)	4	Item	$500.00	$2,000.00
3.03	Maintenance gates (3.5m width)	2	Item	$2,000.00	$4,000.00
3.04	Concrete plinth	220	lm	$120.00	$26,400.00
	SUBTOTAL				**$47,800.00**
4.00	**IRRIGATION**				
4.01	Automatic irrigation system (allowance)	1	Item	$30,000.00	$30,000.00
	SUBTOTAL				**$30,000.00**
5.00	**SOFT LANDSCAPE PREPARATION**				
5.01	Imported topsoil - Instant turf areas (100mm)	150	m^3	$60.00	$9,000.00
5.02	Imported topsoil - Garden beds (200mm)	200	m^3	$60.00	$12,000.00
5.03	Filling sand (Play pit sand)	50	m^2	$20.00	$1,000.00
	SUBTOTAL				**$22,000.00**

6.00	**ROCKS AND LOGS**				
6.01	Rocks 400-600mm (for informal seating)	5	Item	$200.00	$1,000.00
6.02	Logs - 2.5m long	2	Item	$500.00	$1,000.00
	SUBTOTAL				**$2,000.00**
7.00	**PLANTING AND MULCHING**				
7.01	Trees - 50L container including stakes and ties	10	No.	$150.00	$1,500.00
7.02	Tubestock	100	No.	$3.00	$300.00
7.03	Organic mulch (100mm)	1000	m^2	$8.00	$8,000.00
	SUBTOTAL				**$9,800.00**
8.00	**GRASSING**				
8.01	Instant turf (roll out turf) – supply and install	1500	m^2	$20.00	$30,000.00
	SUBTOTAL				**$30,000.00**
9.00	**DEMOLITION WORKS AND SITE PREPARATION**				
9.01	Clear site of rubbish and debris - allowance	1	Item	$5,000.00	$5,000.00
9.02	Excavating / minor trimming	3,000	m2	$5.00	$15,000.00
9.03	Spoil removal	100	tonnes	$25.00	$2,500.00
	SUBTOTAL				**$22,500.00**

10.00	**SERVICES**				
10.01	Water supply reticulation (provision)	1	Item	$10,000.00	$10,000.00
10.02	Electrical connection / irrigation controller (provision)	1	Item	$10,000.00	$10,000.00
	SUBTOTAL				**$20,000.00**
11.00	**STORMWATER DRAINAGE**				
11.01	Stormwater drainage (allowance)	1	Item	$10,000.00	$10,000.00
	SUBTOTAL				**$10,000.00**
12.00	**LANDSCAPE SURFACES AND FINISHES**				
12.01	Concrete paving (path)	100	m^2	$130.00	$13,000.00
12.02	Concrete pad under seat	2	m^2	$130.00	$260.00
12.03	Concrete pad shelter	36	m^2	$130.00	$4,680.00
12.04	Compacted rubble	100	m^2	$30.00	$3,000.00
12.05	Concrete edge	200	lm	$60.00	$12,000.00
12.06	Rubber mounds	30	m^2	$220.00	$6,600.00
	SUBTOTAL				**$39,540.00**

13.00	**LANDSCAPE STRUCTURES**				
13.01	Shelter (4x4m)	1	Item	$12,000.00	$12,000.00
	SUBTOTAL				**$12,000.00**
14.00	**SIGNAGE**				
14.01	Signage (allowance for 2 major signs and 2 minor signs)	1	No.	$4,000.00	$4,000.00
	SUBTOTAL				**$4,000.00**
15.00	**MAINTENANCE AND ESTABLISHMENT**				
15.01	52 Weeks	52	No.	$400.00	$20,800.00
	SUBTOTAL				**$20,800.00**
	SUBTOTAL OF LANDSCAPE AND EXTERNAL WORKS (not inc. GST)				**$293,440.00**
	Contingency (10%)				**$29,344.00**
	TOTAL OF LANDSCAPE AND EXTERNAL WORKS (not inc. GST)				**$322,784.00**

This opinion provides illustrative calculations and indicative costs and should not be used as a substitute for a full and final costing of the works. It is not a recommendation by Birdseye Studios Pty Ltd to participate in or to abstain from the project and cannot be relied upon as a definitive statement of the total cost of the project. Birdseye Studios Pty Ltd does not accept any responsibility for and expressly disclaims and excludes all liability for any use of or reliance on this opinion or any loss or damage of whatever nature (including consequential loss), howsoever incurred, which is suffered by any person acting on or refraining from acting because of anything contained in this opinion.

Qualifications: Opinion of Cost assumes
No excavation in rock
No site remediation
No disposal of material
No external paths


PATRICIA
GEELONG
ANIMAL MANAGEMENT
UNIT

Section 7: Resources

1. **Dog Park Guidelines 'Unleashed: a guide to successful dog parks',** Dog and Cat Management Board of South Australia

   www.dogandcatboard.com.au/publications



2. **Off-leash Ambassador Program,** City of Calgary, Canada

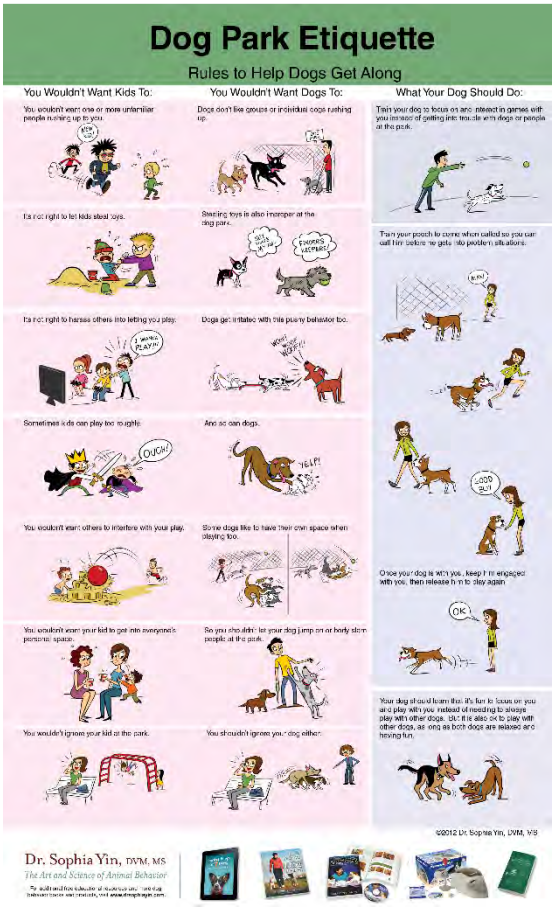
   The City of Calgary offers free dog recall training classes from a certified professional dog trainer to help dog owners keep their dogs under control in off-leash areas. This program is part of the City's Off-leash Ambassador Program in Community Standards to promote public awareness of responsible dog ownership in off-leash areas.

   www.calgary.ca/CSPS/ABS/Pages/Volunteering/Off-leash.aspx?redirect=/offleashvolunteer

3. **Dog Park Etiquette: Rules to help dogs get along,** Blue Cattle Dog Productions

   This free poster is accessible from Dr. Sophia Yin's website. It outlines basic rules to keep your dog out of trouble in a fenced dog park. This poster has been used as a sign at the City of Geelong's Stead Park Dog Park.

   www.calgary.ca/CSPS/ABS/Pages/Volunteering/Off-leash.aspx?redirect=/offleashvolunteer



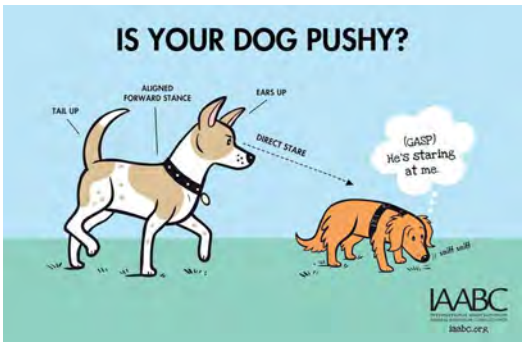
4. **Dog Park Safety Project,** The International Association of Animal Behaviour Consultants (IAABC)

   The Dog Park Safety Project provides a series of posters to promote safety in dog parks and in dog play. The posters (JPEG format) can be downloaded from IAABC's Facebook site.

   www.facebook.com/iaabcorg/photos/?tab=album&album_id=10154607479924126









5. **Dog Body Language, Lili Chin**

   www.flickr.com/photos/lilita/5652847156/sizes/l/



6. **Dog park signage and etiquette brochure,** City of Charles Sturt, South Australia

   The City of Charles Sturt has produced an innovative dog park etiquette brochure and illustrated dog park signs i.e. large panels displayed inside a fenced dog park.

   Councils can purchase an electronic copy of these signs for use by contacting the City of Charles Sturt in South Australia.

   The City of Charles Sturt dog park etiquette brochure is below.

   www.charlessturt.sa.gov.au/page.aspx



Welcome to Doggie Land

Doggie Land has as an Active and Passive area to meet different dogs' needs.

If your dog loves to play chasey or wrestle with others, run, jump and generally explode into the park with enthusiasm, then the Active area is for you!

Our Passive area allows for relaxed, sniff-focused, calmer and exploratory interactions between dogs and will suit older, calmer or shyer dogs best.

To use either of our parks, your dog must be under effective control – you need to be supervising them at all times, and be able to call them away from play at a moment's notice.

For the safest use of our off lead dog parks, we recommend you:

- Let your dog off lead as soon as you enter the park
- Supervise young children around dogs, and keep interactions between kids and dogs safe and calm
- Avoid the park for dogs that: prefer to be left alone; aren't confident; young puppies, older, sore, blind or deaf dogs, dogs that are unwell, or females in season

Does Your Dog Want To Be Here?

YES!

NO!

Great! Stay A while!

Appropriate and polite dog play includes lots of short breaks for sniffs, drinks or laying down so dogs don't become overly boisterous or hyper-stimulated.

Ensure your dog gets a chance to relax in good company too! If you're not sure whether your dog is enjoying himself here, or you're worried about the behaviour of another dog, take your dog out of the dog park to give him a break.

Not all dogs are social butterflies, some prefer the company of a few good friends instead.

Why not try some different activities?

Long explorative walks along a trail or outside of the dog park.

Attend the park at a time where there are less dogs, or where the other dogs' play styles match your dog's.

How about a bit of training?

Sniffy walks along the beach or linear park.



While your dog is in the park, watch them closely to ensure they are feeling happy, and confident.

Interrupt play frequently with practice of recalls, to help dogs calm down and avoid play escalating out of control. Intense, hyper-focused, obsessive behaviours like herding, nipping, excessive chasing without pause, pinning or escalating vocalisations are signs the play is becoming more inappropriate and have no place in our dog parks. Lots of short 1-2 minute breaks will help keep all dogs happy and relaxed.

Dog parks are not good places to 'socialise' dogs (especially puppies) unless you know the dogs inside and their play styles well. Watch your dog constantly to know how well they are coping. Confidence building for shy dogs and socialisation for puppies is best done in more controlled, predictable environments or with one-on-one carefully supervised play initially.

Remember that not all exercise is equal – are you alternating your dog's play in the park with long exploratory, sniffy walks along the beach or in a reserve on a different day? Relaxing, sniff-focused walks will often benefit your dog's mental enrichment more than a good play at the park. Make sure you're doing both to meet all your dog's needs.

Show us your pets for a chance to win each month!

PetsofCharlesSturt

#petsofcharlessturt

#petsofcharlessturt

Is your dog a PUSHY POLLY?

Is your dog a NERVOUS NELLY?

References

ABS (2016) City of Greater Geelong Community Profile.

Australian Companion Animal Council, ACAC (2009) The Power of Pets, the benefits of companion animal ownership.

Animal Medicines Australia (2016) Pet Ownership in Australia.

American Society for the Prevention of Cruelty to Animals (2013) Dog Parks.

Australian Veterinary Association (n.d) Reward-based Training [https://www.ava.com.au/sites/default/files/AVA_website/pdfs/Reward-based-training-brochure-WEB.pdf]

City of Greater Geelong (2018) Dog Registrations for 2017/18.

City of Greater Geelong (2018) Community Engagement Summary, June 2018. Prepared by Fiona De Rosa, Balancing Act Adelaide.

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City of Greater Geelong (2016) Sustainable Communities Infrastructure Development Guidelines, June 2016.

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University of Adelaide, (n.d.) Utilisation of Fenced Dog Parks in the Adelaide Region by Hazel, S. & Thomsen, D., prepared for the Dog and Cat Management Board of South Australia.

Wood, L., B. Giles-Corti and M. Bulsara (2005) The Pet Connection: Pets as a Conduit for Social Capital? Social Science & Medicine 61(6):1159-73 · October 2005. [https://www.researchgate.net/publication/7773649_The_Pet_Connection_Pets_as_a_Conduit_for_Social_Capital]

Appendix A: Adjoining dog parks

The Wyndham City there has several fenced dog parks including:

- Saltwater Reserve Dog Park, corner of Saltwater Promenade and Middleton Drive, Point Cook
- Dog Park, corner of Forsyth Road and Perennial Drive, Truganina
- Presidents Park, McGrath Rd, Wyndham Vale
- Allura Estate Dog Park, Vibrandia Way, Truganina.

A summary of three fenced dog parks are outlined below.

	Saltwater Reserve Dog Park, Point Cook	Forsyth Park Fenced Dog Park, Truganina	Presidents Park Wyndham Vale
Setting	Part of a larger park (multipurpose park) accommodating sporting facilities i.e. oval, tennis courts, children's playground toilets and off-street parking (co-located) Part of new housing estate	Part of a larger park (multipurpose park) accommodating toilets, grassed area, children's playground, toilets Part of new housing estate	Part of a larger park (multipurpose, park)
Park Size	Approx. 3,750m^2.	Approx. 2000m^2.	Size unknown
Dog Areas	Dog park for all dogs	Dog park for all dogs	Dog park for all dogs
Ground Surfaces	Grass	Grass	Grass
Car Parking	Designated off-street parking	On-street parking	Designated off-street parking
Fencing	Black chainmesh fencing approx. 1.5m high with top & bottom rail	Black chainmesh fencing approx. 1.5m high with top & bottom rail & concrete footing	Black chainmesh fencing approx. 1.5m high with top and bottom rail
Gates	Single gating system	Single gating system	Double gating entry system
Entry/exit points	Multiple entry/exits gates (x2)	Entry/exits gate (x2)	Entry/exit gates (x1)
Shade	Some mature trees on site	Few mature trees on site	Mature trees on site
Seating	Benches	Benches	Benches
Water	Water fountain for people and dogs inside park	No water fountain/tap provided	Water fountain for people and dogs inside park
Signage	Dog park rules attached to entry/exit gate	No signage noted	Dog park rules attached to entry/exit gate

Dog bag dispenser	Dispenser attached to fence and bins inside park	Dog bag dispenser and bin in park	Dog bag dispenser and bin in park

(Source: De Rosa, site visits undertaken June 2018)

The Surf Coast Shire

The Surf Coast has no existing fenced dog parks, but an action in their Domestic Animal Management Plan (2017-21) says:

- conduct a feasibility study into the development of a major dog park off-leash area for the high-pressure areas (Torquay foreshore)."

Appendix B: Guideline background

HOW WE DEVELOPED THESE GUIDELINES

A comprehensive engagement process was undertaken with the community and external stakeholders to help us prepare these guidelines.

The community engagement was undertaken in May–June 2018 and included:

- A survey (online and hard copy)
- face-to-face meetings, with targeted stakeholders
- drop-in sessions and
- a social media campaign.

The following interactions were recorded during the community engagement:

- 32,269 people were reached through social media
- 617 completed surveys
- 44 drop-in participants
- 10 stakeholder participants.

The 'what the community told us' sections in this report are designed to help show how the feedback was incorporated into the guidelines.

Other research methods used to inform the guidelines include:

- a desktop review of our information and data
- research about current best practice planning, design and management of fenced dog parks
- preliminary investigations of potential fenced dog park locations.

The guidelines were also informed by the knowledge and practical experience of the consultant who has researched and visited numerous fenced dog parks in Australia and overseas.

You can read more about the community and stakeholder engagement activities and findings in the *Fenced Dog Parks: Community Engagement Summary June 2018* report.

Appendix C: Stead Park Dog Park

STEAD PARK DOG PARK

We own and operate a fenced dog park at Stead Park, Corio, which is co-located within a larger park system accommodating formal sports, including hockey, soccer, baseball, softball and lawn bowls. This site has off-street parking and public toilets.

A summary of Stead Park Dog Park is outlined below.

Built	2014
Hierarchy	Sited within a Regional Park
Size	60m x 40m / 2,100 m^2 (oval shape)
Dog park type	All dogs
Fencing	Approx. 1.5m high black chainmesh fencing with top and bottom rail
Gating	Single-gated system
Entry/exit	Two entry/exit gates and maintenance gates
Surfaces	Combination of some grass and gravel
Amenities	Seats Dual drinking fountain inside the dog park near the main entry/exit gate Dog bag dispenser and bin outside the dog park
Signage	Large dog park etiquette sign near the main entry/exit gate

A community Facebook group 'Corio Dog Park, Stead Park' has been established around this fenced dog park.

A common issue raised in the community engagement was the fencing at Stead Park Dog Park was too low (1.5m high) and the park is too small (approximately 2,100$m^{2)}$).

An upgrade to meet to the minimum core infrastructure highlighted in this report is therefore required. This could include:

- installing double-entry, self-closing gates and
- fixing the drainage issues around the water fountain.

"(It's) far too small, overcrowding particularly on weekends, and there isn't enough space to move away from troubled dogs and owners." (Respondent)

WHAT THE COMMUNITY TOLD US

Potential improvements to Stead Park Dog Park identified by the community include:

- **a grassed area.**
- **trees for shelter and shade**
- **concrete footing under perimeter fencing, so dogs can't dig under and escape**
- **drinking fountain/tap for people in working order**
- **seats scattered around the park, rather than located in one spot**
- **self-closing gates**
- double-entry gates
- effective drainage, to reduce muddy areas around gates and drinking fountain generally.

Appendix D: Education programs

In our community survey, over 90 per cent of respondents indicated that dog park education and etiquette was important.
The suggested topics and activities for a dog park education program included:

a. Dog body language
    i. For example, recognising when a dog is stressed or anxious and whether your dog is having a good time at the fenced dog park
b. A dog's suitability for a fenced dog park experience
    i. Understanding what your dog can tolerate as some dogs may not be suitable for a fenced dog park
c. Dog socialisation

"Dog owners need to have a good understanding of what socialisation means i.e. exposure to a range of different people, different experiences, settings and the opportunity to mix with other dogs, ideally from a young age" Animal Shelter stakeholder

    i. Knowledge on how to support the development of a well-socialised dog
d. Basic dog training skills
    i. Knowing how to get a reliable recall for dogs in distracting environments like a fenced dog park
e. Dog legislation and responsibilities
    i. Understanding your legal obligations and other responsibilities in having a dog such as vaccinations and socialisation
f. Children and dogs
    i. Educating school children on how to interact safely near dogs

You can read more about dog body language, and dog park safety in section 7.
Below are some key questions raised by the community regarding dog park etiquette:

g. What happens if you have an excitable dog? Go to the park or not?
h. Should dogs jump up on people at a fenced dog park?
i. It is Ok for kids to run around with dogs?
j. It is OK for kids to play on dog equipment?
k. Should dog guardians/owners have a minimum requirement of basic dog training e.g. puppy training or equivalent before visiting a fenced dog park?
l. Should there be a limit on the number of dogs in a fenced dog park at any one time?
m. Are all dogs a dog park dog?

These are the sort of questions that should be addressed in a fenced dog park education program.

WHAT THE COMMUNITY TOLD US

The community engagement undertaken as part of this project identified the following aspects for a fenced dog park education program:

- **Reliable recall**
- **Qualified dog trainers to help dog owners with dog park etiquette and basic dog skills**
- **How to supervise your dog safely**
- **How to read your dog's body language**
- **Supervision of children in a dog park**



CITY OF GREATER GEELONG

FENCED DOG PARKS: GUIDELINES

COMMUNITY ENGAGEMENT SUMMARY

Prepared by Balancing Act Adelaide, January 2019

Acknowledgements

This report was prepared by

Fiona De Rosa, Urban Planner + Dog Behaviour Trainer
Balancing Act Adelaide | people + pets + cities

balancingactadelaide.com.au

Document History Status

Revision	Date	Details
Draft	13 January 2019	Draft for comment
Rev A		

January 2019

1.0 Background

In 2018, the City of Greater Geelong released the Draft Fenced Dog Parks: Siting, Design and Management Guidelines (October 2018) to the community for feedback.

The Draft Guidelines were posted on Council's website '**Your Say'** from Tuesday 13th November to Wednesday 12 December 2018.

A total of 40 responses were received. These included 39 individual responses and one from the Barwon Coast Committee of Management Inc.

2.0 Key Findings

A summary of the key findings included:

Support for additional fenced dog parks and Draft Guidelines

- The majority of respondents supported the development of additional fenced dog parks in the City of Greater Geelong
- Most respondents supported the Draft Guidelines

"Loving the idea of implementing more space for dogs, especially with the push towards more dense living with most new housing having smaller yards or none at all for apartments …"

"a wonderful and well needed community asset"

Separate areas for large and small dogs

- Several respondents indicated their support for separate areas for large and small dogs
- *Commentary*: The establishment of separate areas for large and small dogs is addressed in Section 4 of the Draft Guidelines

Dog park amenities

- Many respondents indicated their support for a double gating system in new and existing fenced dog parks

- Respondents indicated their desire for amenities such as:
  - Seating
  - Shaded and covered areas
  - Interactive dog equipment
  - Waste bins
  - Dog bag dispensers
  - Water
  - Lighting.

"Segregated areas, more seating and shaded areas plus interactive equipment"

Commentary: All the suggested amenities above are included in Section 5 of the Draft Guidelines under the categories of core infrastructure, essential, desirable and optional amenities.

Fenced dog parks and off-leash areas

- Several respondents indicated that fenced dog parks should not be the only type of off-leash area provided in the City of Greater Geelong
- *Commentary:* The principle that fenced dog parks should be in addition to and complement existing unfenced off-leash areas is addressed in Section 4 of the Draft Guidelines

Existing fenced dog park

- A few respondents mentioned that the existing fenced dog park at Stead Park needs to be upgraded
- *Commentary:* An upgrade of the existing fenced dog park is addressed in Section 8 of the Draft Guidelines

Education & etiquette

- There was support for dog park education and signage including images and information on how to read dog body language, social etiquette for dogs i.e. no rushing up to dogs, understanding when dogs are uncomfortable, and effective control

"I do like the education of people about the use of parks with theirs and other dogs"

- *Commentary:* Dog park education and signage is addressed in Sections 6-7 and 10 of the Draft Guidelines

Park management

- It was suggested that Council staff patrol fenced dog parks to ensure compliance with park rules and good social etiquette

"I wonder, if resources allowed, it could be patrolled by an inspector every now and then, to maintain a presence in relation to aggressive dogs and their owners!"

- *Commentary:* The enforcement of rules and management of fenced dog parks is addressed in Section 6 of the Draft Guidelines

Park hierarchy

- A suggestion was made to clarify the dog park criteria for each park classification
- *Commentary:* The dog park criteria is established in section 4 of the Draft Guidelines, and applies to both regional and district parks

Dog park locations

The following locations were suggested for the establishment of fenced dog parks:

<u>North</u>

- Lara - Lara Sporting Club, just inside the Anzac Gates

<u>South</u>

- Near CBD - Near Eastern Beach or around Botanic Gardens

<u>East</u>

- Ocean Grove - Kington Park, Adco St
- Ocean Grove – 3A Emperor Drive (Large area with space for parking and views to Bass Strait)
- Ocean Grove – Barwon Heads, Ocean Grove Road (Crown land managed by Barwon Coast Management Committee)
- Barwon Heads – Allotment 2 Geelong Road (located behind the existing skate park and land adjacent the Community Arts Garden)
- Leopold – no specific site mentioned
- *Commentary:* These locations should will be added to Council's existing database on potential sites for fenced dog parks

Other ideas

- CCT cameras fitted in fenced dog parks
- Poo compost system
- Partnerships e.g. TAFE students to help construct the fenced dog park e.g. landscaping; Men's Shed to make dog equipment; Lions/Rotary; Dept of Justice Youth, and Friends of Botanic Gardens
- Link in with GAWS to promote dog adoption
- Capture data on visiting dogs to the area
- Allow providers of building and/or supplying services/equipment to discount costs by allowing them to place their signage at park
- Timed system for dogs in park

Greyhound Slipping Tracks

It was suggested that a suitable and safe exercise area for retired greyhounds should be provided. Slipping tracks are normally 200-500m in length and 10m wide. They are securely fenced with a keyed gate at either end and require a membership to access.
Commentary: These facilities are breed specific and require exclusive use. They have requirements that differ to standard fenced

dog parks. Establishment of a greyhound slipping track should be considered separately to fenced dog parks. Engagement with the greyhound groups should continue to explore other opportunities.

4. SALE OF THE FORMER GEELONG POST OFFICE

Source: **Finance & Strategy – Property & Procurement**
Director: **Michael Dugina**
Portfolio: **Finance**

Purpose

1. To recommend that the Council sell the former Geelong Post Office, 83 Ryrie Street Geelong through a competitive marketing process.

Background

2. At its meeting of 22 May 2018, Council resolved to give notice of intention to sell the former Geelong Post office property at 83 Ryrie Street, Geelong and to refer the Conservation Management Plan (CMP) to Heritage Victoria and the National Trust for comment. Notice in accordance with section 189 of the *Local Government Act 1989* was published in the Geelong Advertiser, Geelong Independent and on City's website, inviting submissions.

3. Three submissions were received and considered by a Submissions Hearing Panel (Panel). A report with recommendations from the Panel was presented at the Council meeting on 25 September 2018 (for a full copy of this report refer to **Attachment 2)**.

4. The Council resolved to:

   4.1 Agree to commission another Conservation Management Plan;

   4.2 Adopt the recommendation of the Submissions Hearing Panel that the proposed sale of the property be considered by the Council when the new Conservation Management Plan is available; and

   4.3 Inform all persons making a submission of the Council's decision.

Key Matters

5. All persons who made a submissions were informed of the decision following that meeting.

6. Lovell Chen were commissioned to prepare a comprehensive CMP (**Attachment 3**). The CMP is more extensive than the earlier CMP. It includes recommendations for the City and future owners to guide maintenance and any new works while balancing positive conservation outcomes.

7. The CMP includes 21 policies *"to be endorsed and adopted by the present and future owners and managers of the former Geelong Post Office and should form the primary guide for its management. This CMP should inform the future development of the former Geelong Post Office. The present and future owners of the site should adopt and implement the policies of the CMP as the key guiding reference in terms of managing change and future development within the site."*

8. The heritage aspects of the building are protected through its inclusion on the Victorian Heritage Register and within a heritage overlay on the planning scheme.

Cr Mason moved, Cr Murnane seconded -

9. That Council:

9.1 Recognise the City's efforts in commissioning a Conservation Management Plan, ensuring extensive research has been undertaken and analysis of the heritage significance of the property has been undertaken;

9.2 Endorse the Conservation Management Plan: Lovell Chen (February 2019), its recommendations and policies;

9.3 Taking into account the new Conservation Management Plan, request the CEO to consider various options for the use and ownership of the Former Post Office including:

9.3.1 sale, including tender and expression of interest processes;

9.3.2 public private partnership

9.3.3 opportunity for fundraising including philanthropy and State and Commonwealth grants

9.3.4 call for public submissions for sustainable solutions that support the cultural and civic precinct ; and

9.4 Request the CEO to report back to Council by 9 July 2019 on the options in 9.3 above.

Crs Grzybek and Nelson left the meeting room at 8.13pm
Cr Nelson re-entered the meeting room at 8.16pm
Cr Grzybek re-entered the meeting room at 8.17pm

Carried.

Attachment 1

Financial Implications

1. The City purchased the property in 1994 with an interest free loan of $670,000 from the State Government which shall be payable upon sale of the property. The Minister has approved the redirection of the repayment to the restoration of Osborne House and the Stables at Osborne Park, North Geelong.

2. Should Council decide to retain the former Post Office Building it will need to offer the building for commercial lease to offset annual operating and maintenance liabilities (estimated at $140,000 annually). No provision has been made in the 2019-20 budget for any shortfall in expenditure on the building and no provision has been made for any restoration to occur.

Community Engagement

3. Community engagement has been undertaken in accordance with the *Local Government Act 1989* section 189 and section 223, with public notice given in the Geelong Advertiser, Geelong Independent and on Council's *'Have Your Say'* website. This provided an opportunity for any person to seek more information or make a submission

Social Equity Considerations

4. There are no social equity issues associated with this matter.

Policy/Legal/Statutory Implications

5. The City will comply with the requirements of with the *Local Government Act 1989*, section 189 - Restriction on power to sell land.

    5.1 Compliance with Section 189 Local Government Act
    *If a Council sells or exchanges any land it must comply with this section. This requires that … be*fore selling or exchanging the land the *Council* must—

        5.1.1 ensure that *public notice* of intention to do so is given at least 4 weeks prior to selling or exchanging the land; and

        5.1.2 obtain from a *person* who holds the qualifications or experience specified under section 13DA(2) of the Valuation of Land Act 1960 a valuation of the land which is made not more than 6 months prior to the sale or exchange.

    5.2 A *person* has a right to make a submission under section 223 on the proposed sale or exchange.

6. Following consideration of submissions, the Panel reported to the Council and recommended that the sale of the property be considered by the Council when the new CMP is available. The new CMP has been prepared by suitably qualified experts in this field.

7. If the Council resolves to sell the property, a current market valuation would be obtained prior to offering the property for sale.

Alignment to Council Plan

8. The recommendation supports the strategic priority organisational leadership, strategy and governance where one of the key priorities is to proactively manage our assets, including land holdings.

Conflict of Interest

9. No officers or contractors involved in the preparation of this report have a direct or indirect interest in the matters to which this report relates.

Risk Assessment

10. No notable risks associated with implementation of the recommendations. The property's registration with Heritage Victoria and the Planning Scheme Heritage Overlay on the site ensure protection of its heritage significance.

Environmental Implications

11. An extensive CMP, including a contextual history of the property were commissioned by the City, ensuring extensive research and analysis of the heritage significance of the property has been undertaken. Any future development, works or use of the site will be well informed of the implications and requirements.

1. SUBMISSIONS HEARING PANEL REPORT - SALE OF THE FORMER GEELONG POST OFFICE

Source:	**Finance & Strategy - Property and Procurement**
Director:	**Peter Anderson**
Portfolio	**Arts, Culture and Heritage**

Purpose

To provide information on the outcome of the Submissions Hearing Panel meeting which was held on 21 August 2018.

Background

A panel of seven Councillors convened the Submissions Hearing Panel on 21 August 2018 to consider the submissions received in response to the public notice of the Council's intent to sell the property at 83 Ryrie Street, Geelong. Submissions were invited and considered in compliance with section 223 of the *Local Government Act (Vic) 1989.*

Three written submissions were received and were provided in full to the panel members and the Councillors. A summary of key points of the submissions is noted below.

Three members of the Geelong and Region Branch National Trust of Australia (Victoria) attended the submissions panel meeting and gave verbal and visual presentations in support of the written submission.

Submission from the public notice of intention to sell the property

Submitter: 1

Summary of key points

- Possibilities should be canvassed and needs to be for genuine benefit of the municipality's people.
- One vision is that it could be restored to house and display historical collections.
- The applicable planning scheme provisions are activity centre zone - precinct 4: civic and culture – listing relevant uses and noting that apartments would not comply.
- The income noted in the council report did not include cost benefits of council staff accommodation.
- The cost of upgrade noted in the council report did not include supporting cost estimates.
- As it is no longer used for council staff, other options should be considered such as making it publicly accessible.
- The best way to protect heritage places is to continue to own them.
- It would be dangerous to sell the building without conditions relating to the future use and development.
- The establishment of a heritage restoration fund has great merit, but the council would need to commit to retaining the properties for public use and access.

Submitter: 2

(Verbatim) Any sale must preserve the streetscape view of this important building. It would be preferable for the building to be put to a use that makes it accessible by the public as opposed to becoming apartments or continuing as offices.

Submitter: 3

(Verbatim) This is a significant building for Geelong and it should always be a place where people can easily visit such as a tourist information centre, council offices, restaurant, museum, education centre, boutique shops, gallery and maker spaces, etc. I think it would be a mistake to turn it into apartments or offices where it would be locked away forever from public access.

Recommendation of the Panel

The Panel recommends that the proposed sale of the property be considered by the Council when the new Conservation Management Plan is available.

Cr Mason moved, Cr Kontelj seconded -

That Council:

1) **Agree to commission another Conservation Management Plan;**

2) **Adopt the recommendation of the Submissions Hearing Panel that the proposed sale of the property be considered by the Council when the new Conservation Management Plan is available; and**

3) **Inform all persons making a submission of the Council's decision.**

Carried.

Attachment 1

Financial Implications

In June 2013 the Minister for Planning advised Council that an interest free loan from 1994-95 of $670,000 shall be payable upon sale of the property. A similar arrangement is in place for the Old Geelong Gaol which was purchased from the State at the same time. The State Government has approved the redeployment of the loan repayments for both the Gaol and Post Office to building restoration works at Osborne House.

The annual maintenance costs and required capital works to upgrade the building will represent ongoing cost savings to the City.

The property has been identified in Council's Financial Plan as a property for disposal in 2019/20.

The estimated cost of the Conservation Management Plan is $33K which will be funded from the existing facilities maintenance budget.

Community Engagement

Public notice of the intention to sell the property was published and submissions invited and received from members of the public.

Heritage Victoria and the National Trust Australia were consulted on the Conservation Management Plan for the property and their feedback has been positively received and responded to by the Council commissioning the preparation of a more extensive report.

The State Government has been consulted in respect to the outstanding loan on the property and, subject to an application by Council, seem supportive of the funds being redirected to building restoration works at Osborne House.

Social Equity Considerations

Barwon Child Youth and Family Services operate from the building, however are moving to a new facility. Council has extended their tenure until the new facility is available therefore they will not be impacted by the recommended sale.

Policy/Legal/Statutory Implications

Section 189 of the *Local Government Act (Vic) 1989* requires that a certified valuation be obtained dated not more than six months prior to the sale of the property being the date of the contract of sale. An accepted sale price for the property will be not less than current market valuation.

In compliance with Local Government Best Practise Guidelines, the property will be sold by a public process. The method of sale will be determined in consultation with the agent to ensure the property has maximum market exposure and the best price can be achieved. Sale options include public auction, sale by expressions of interest or listing.

Alignment to Council Plan

The recommendation supports the key priority relating to Organisational Leadership, Strategy and Governance of "proactively managing our assets, including land holdings". The sale of the former Post Office will allow the property to be revitalised for new uses in alternative ownership while enabling funds to be directed to the restoration of Osborne House.

Conflict of Interest

No officers or contractors involved in the preparation of this report have a direct or indirect interest in the matters to which this report relates**.**

Risk Assessment

The proposed sale of the property provides positive management of financial risks by reducing maintenance and capital works costs and also closing the loan to the State Government while providing funds towards restoration of Osborne House.

The sale of the property enables the opportunity for the building and its use to be revitalised in other ownership. Any risk created by building modifications will be addressed through planning and building permits which must meet Heritage Victoria and Council's requirements for a heritage listed building, protecting the integrity of its heritage aspects.

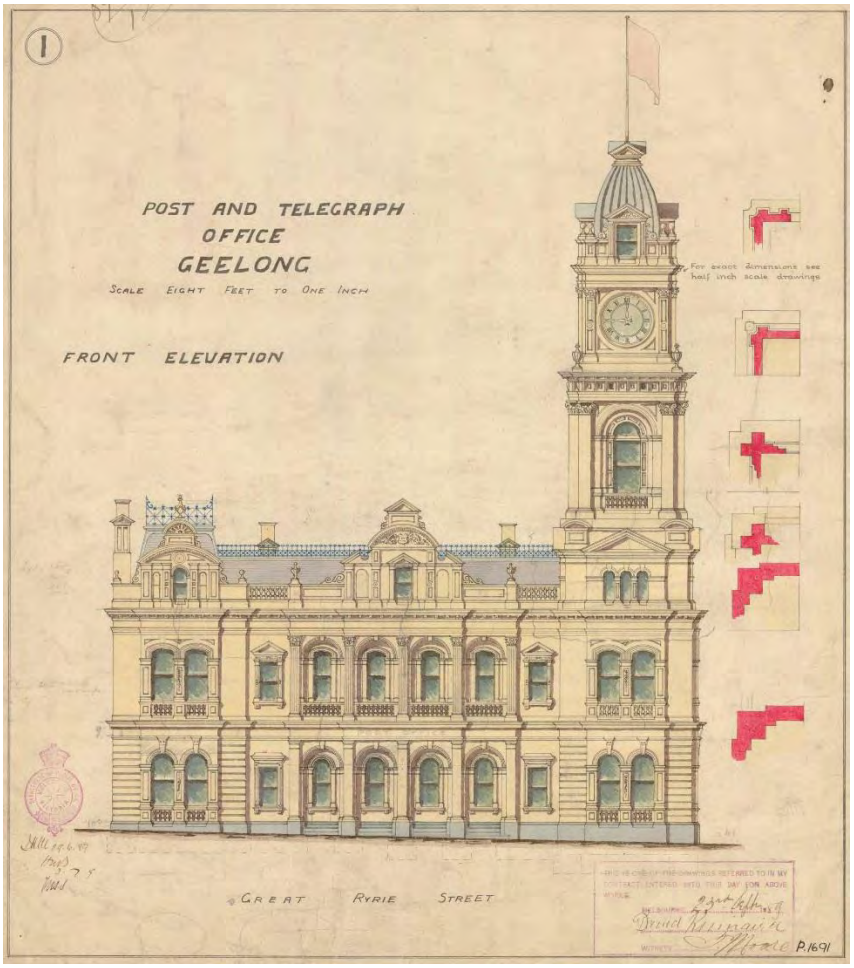
Environmental Implications

No direct environmental implications arise from the recommendations in this report. If the sale of the property results in building works to revitalise the building, green star rating and energy efficiencies could be improved.

Geelong Post Office (former)

Conservation Management Plan

83 Ryrie Street, Geelong, Victoria 3220



February 2019

Prepared by

LOVELL CHEN

Prepared for

CITY OF GREATER GEELONG

Date	Document status	Reviewed by
11 December 2018	Complete draft	Adam Mornement, Lovell Chen
14 February 2019	Final report	Adam Mornement, Lovell Chen

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Cover: Ryrie Street (south) elevation of the Post and Telegraph Office, Geelong prepared by the Public Works Department, June 1889 (Source: National Archives Australia, (B3712), drawer 66, folder 10, part 1)

Geelong Post Office (former)

83 Ryrie Street, Geelong, Victoria 3220

Conservation Management Plan

Prepared for

City of Greater Geelong

February 2019

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ACKNOWLEDGEMENTS

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EXECUTIVE SUMMARY

This Conservation Management Plan (CMP) for the former Geelong Post Office at 83 Ryrie Street, Geelong, was commissioned by the City of Greater Geelong (CoGG), owner of the historic property. The building is included in the Victorian Heritage Register (VHR H1046), established under the *Heritage Act 2017* (Victoria). The VHR entry is at Appendix A.

The subject site operated as Geelong's main post office from 1891 until 1994. Since then, it has been used as office space for a variety of tenants. It is no longer used for Council purposes.

This document has been prepared to provide a framework to inform the future conservation and management of the property's cultural heritage values. This includes the identification of opportunities for change and intervention to support sustainable future uses. The document follows the principles and processes set out in best practice guidelines, including the *Burra Charter* (2013).

Project brief

Lovell Chen was commissioned for this CMP in August 2018. The project scope is summarised below:

> The overall objective of the CMP is to provide information regarding the nature and extent of heritage significance and guidance on future works and development. [The] document will incorporate some of the material from the Ivar Nelsen CMP of April 2018 [see Bibliography], however this would be reviewed and incorporated with additional material.
>
> We have examined the existing document and have indicated below the proposed scope of work:
>
> - *History and development of the site:* The history and architecture section would need to be more comprehensive for a document of this nature and the review would focus on bringing it up to date.
> - *Physical Survey:* The existing physical survey does not contain information in relation to all spaces within the building. We propose to undertake a comprehensive survey of all spaces, including fabric, with a concluding comment regarding the integrity and significance of the building.
> - *Opportunities and Constraints:* This would be a new chapter which would address relevant statutory controls and their implications, including reference to the *Heritage Act 2017*.
> - *Analysis and Assessment:* The analysis and assessment of significance would be reviewed on the basis of the comprehensive survey.
> - *Conservation Policy*: All polices would be reviewed and expanded where required. The policies would also include specific conservation actions for the significant building components.[1]

Exclusions

This CMP does not address the land-use practices of the Traditional Owners of the area now occupied by Geelong prior to European settlement. Likewise, communal sentiment as might be held by Traditional Owner groups regarding the former Post Office has not been addressed. Also excluded was a formal appraisal of social values for building more broadly as would be informed by a community consultation process, and the identification of recommended repairs and priority conservation actions.

Overview of the asset

The former Geelong Post Office was designed by the Public Works Department (PWD) in 1889 and built between 1889 and 1891. The drawings were signed by J H Marsden of the PWD, although the building is believed to have been designed by one of his assistants J H Brabin. The two-storey rendered brick structure originally included postal and telegraph services on the ground floor, with government offices provided on the first floor. Residential accommodation for the postmaster was provided to the west side of the building over both levels. A basement area to the north, faced in bluestone, manages the sloping site. The 1891 building replaced an earlier post office on the same site (built in 1854-55 and demolished in 1889).

The former Post Office forms part of a group of civic buildings south of Johnstone Park, within an area reserved for ornamental grounds and gardens in 1850. Its immediate neighbours, the former Telegraph Office (1857) to the west and the Telegraph Exchange (1939) to the north, are also associated with the provision of communications services to Geelong and the broader region.

The freestanding structure of rendered masonry is raised on a bluestone base. The design, in an understated French Second Empire mode, is characterised by the careful articulation and massing of the various elements of the composition. The building is notable for its limited use of the surface ornamentation that often characterise French Second Empire designs. A five-storey tower to the intersection of Ryrie and Gheringhap streets forms the focal point of the composition – the tower is approximately 34 metres high from ground level to the top of the pedimented cap.

Internally, the building has been subject to almost wholesale change, related to programmatic imperatives and advances in technologies associated with telegraphy and telephony. This process of iterative change commenced within 20 years of the building's completion and has continued ever since, with notable interventions in 1914, the 1960s and since the acquisition of the building by CoGG in 1996.

Findings

The assessment of significance undertaken for this CMP has found that the former Post Office satisfies the VHR threshold for: Criterion A (historical significance), Criterion D (principal characteristics/aesthetic significance) and Criterion E (aesthetic significance).

State significance

The former Geelong Post Office is of historical significance to Victoria as a reflection of the State's economic growth during the second half of the nineteenth century. The prominent building, with richly decorated elevations to its two street-facing elevations and a tall clock tower, also reflects the consolidation of Geelong as a major regional centre and port.

The building is also of historical significance to Victoria for having accommodated the first automatic telephone exchange for public use in Australia (it was installed in 1912). The successful trial of the Strowger automatic exchange was the precursor to the adoption of automatic switching equipment as the preferred type for multi-exchange networks across Australia. No physical evidence of the automatic exchange survives at the former Post Office.

The former Post Office is of aesthetic and architectural significance to Victoria and locally as an example of a large, Boom-era public building designed in the French Second Empire style. The two-storey rendered brick building, with a prominent corner clock tower, incorporates the typical massing of the style incorporating pavilion forms with mansard roofs at the corners and richly adorned wall surfaces.

Local significance

The former Geelong Post Office is of local historical significance as part of a group of civic buildings south of Johnstone Park, within an area reserved for ornamental grounds gardens in 1850. Its immediate neighbours are the former Telegraph Office (1857) to the west and the Telegraph Exchange (1939) to the north.

The building also derives local historical significance as related to the clock and chimes, which were funded by public subscription as a memorial to King Edward VII following his death in 1910.

It is possible that there exists a degree of local communal sentiment for the former Geelong Post Office on the part of the Geelong community, as associated with the building as a civic landmark, including special interest groups such as historical societies.

Recommendations

The core recommendations of this CMP are summarised below:

Conservation and maintenance

The key features requiring conservation include:

- The massing and external presentation of the former Geelong Post Office, particularly elements that are expressive of the French Second Empire style including the south and east elevations, the clock tower and those sections of the roof that are visible from the public realm
- Internal spaces that are intact to their plan form as completed in 1891
- The walls of the postal hall and internal walls of the clock tower on the ground and first floor levels
- The clock and chimes, which were funded by public subscription

Maintenance

- Programs of priority maintenance, remedial works and cyclical maintenance should continue to form the basis for ongoing care of the significant built fabric at the former Post Office.

Management

Key management considerations include the following:

Heritage Act, 2017

- The CoGG (and future owners) should comply with all applicable legislation in the management of the former Post Office, including the *Heritage Act, 2017* (Victoria).
- A key consideration regarding the management of the former Post Office under the *Heritage Act 2017* is that the extent of registration should be amended to align with the property boundary. As per the current registration, the space at the rear (north) of the building is designated as 'common property' and is not subject to controls under the *Heritage Act*.
- The Victorian Heritage Register (VHR) entry for the subject site should also be amended to include a Permit Policy that references this CMP, and a suite of Permit Exemptions to assist with the on-going management of the property.

Consultation

- The CoGG (and future owners) should consult with the stakeholders identified in this report, and other parties/individuals as relevant, on matters with the potential to affect the heritage values of the former Post Office.

Future use(s)

- The priority consideration in contemplating new uses for the building is to avoid or minimise the potential for impacts on the building's cultural heritage significance, and, related to this, to minimise adverse impacts on its external presentation. Strategies for change to significant elements and attributes are provided at Policy 14, Chapter 6 of this report.

Changes to significant fabric and elements

- The building's existing presentation should be maintained.
- Opportunities to return modified openings to their original form should be explored, specifically the Telegraph Office arcade to Gheringhap Street, including the steps up, and openings within the Postal Arcade.
- The extent of change to the former Post Office, particularly internally, is such that there is no imperative for reconstruction to an earlier or original form. However, surviving original spaces should be maintained, and original internal details, including fire places, chimney breasts, cornices and the like, should be retained where possible. It is also noted that sufficient physical and documentary evidence survives for the retrieval of the postal hall, the large space in the centre of the building.

New works and development

- In the event that new works are required to support the adaptive re-use of the historic Post Office building, the rear (north) of the building presents as a potentially viable location for a low to mid-rise infill development. Considerations that will inform the scale, massing and presentation of a built form in this location are at Policy 16, Chapter 6 and include:
  - > ensuring that a new built form does not detract from or compete with the clock tower as the dominant element at the site;
  - > having regard to the prevailing scale and character of built form within the Civic Area precinct; and
  - > balancing any new works with a positive conservation outcome for the 1891 building, including a package of conservation works to the significant fabric and elements.
- There is potential for the introduction of new works within the areas originally occupied by the lantern roofs. In preference, there should be no visibility of these new works from ground level.

1.0 UNDERSTANDING THE PLACE

The following presents a chronological history of key events in the conception, construction, use and development of the former Geelong Post Office at 83 Ryrie Street, Geelong, with a particular emphasis on the built fabric and the building's setting. It should be read in conjunction with the social and contextual history of the place prepared by historian Peter Mansfield for the City of Greater Geelong in 2018 (see Appendix B). Consistent with the *Burra Charter*, the aim of this chapter is to gather information about the former Geelong Post Office sufficient to understand significance.[2]

A description of the building as it exists today is at Section 1.3.

1.1 Sources

Key sources for this section are as follows:

- Peter Mansfield, Geelong Post Office: A Brief History of the Geelong Post Office and Geelong's Post, Telegraph and Telephone Services, 2018 (Appendix B)
- Building plans, 1889, B3712, drawer 66, folder 10, part 1 and 2, National Archives of Australia (Appendix C)
- State Library of Victoria's pictorial and cartographical collections

1.2 Summary history

1.2.1 *Reserve for ornamental grounds and gardens (1840s-70s)*

1840 A postal service in Geelong commenced in 1840, with delivery centres operating simultaneously from a number of locations, including properties on Barwon Terrace, Yarra Street and on the corner of Union and Little Malop streets.[3]

1850 By 1850, a 28-hectare (69-acre) 'reserve for ornamental grounds [and] gardens' had been identified to the west of the township grid. An allotment to the south-east of this reserve was later set aside for a post office (Figure 1, see also '1850-55' below). The government reserve was bounded to the south by Ryrie Street, to the east by Gheringhap Street (with the exception of the north-eastern corner which extended a little beyond Gheringhap Street) and to the north by Brougham Place.

1851 From late-1851, a daily mail delivery service from Geelong to Melbourne commenced after the Victorian Government sought tenders from individuals of 'good character' who possessed two-horse carriages.[4]

1854 In 1854, the Victorian Government provided £12,000 for a purpose-built post office in Geelong. The previous year, the *Geelong Advertiser and Intelligencer* had published an article identifying assets required by the town. At the top of the list of 'imperative necessities [was a] post office adequate to the proper discharge of an increased business, and an additional number of clerks'.[5] Geelong's councillors selected a site on the corner of Moorabool and Corio streets near Geelong's business centre.[6] This was rejected by the State Government, which instead promoted a site within the government reserve to the west of the town centre (discussed at '1850' above).

In December 1854, Geelong and Melbourne were connected via a telegraph line. The first telegraph station in Geelong was a small timber shed on Eastern Beach, which was considered too removed from Geelong's commercial centre.[7]

1850-55 By 1855, sections of the Government reserve had been subdivided with allotments designated for a town hall (built in 1855, and extended in 1917 and 1968), a post office (1855), Mechanics Institute (c.1856) and a 'public works' area (Figure 2). A road

reserve (now Little Malop Street) had also been identified running east-west to the north of the Post Office allotment. The site of the future Post Office was section 55A, Crown allotment 21, Parish of Corio, County of Grant.

1855 The new post office opened in December 1855. The single-storey building was located on the highest point of the site, with a principal frontage to Ryrie Street, and a secondary address to Gheringhap Street. It was constructed of local freestone with a central portico in the Roman Doric style (Figure 3). Small-scale, light-weight (timber) buildings appear to have been introduced at the rear (north) of the deep allotment.

1856 In mid-1856, the Victorian Government sought tenders to construct an addition to the western side of the Ryrie Street Post Office. Six months later, further tenders were requested to convert the new addition to a Telegraph Office.[8]

1858 The Telegraph Office was designed by the Colonial Service architect Henry Ginn. It became operational in 1858. The building included a roof-mounted time ball, a navigational aid which was dropped at a set time to enable mariners to re-set their chronometers (Figure 3).

1870 By 1870 the telegraph service had been transferred to the Post Office and, until 1881, the old Telegraph building became the residence of the postmaster.[9] After that time, it was used as government offices.



Figure 1 Plan of Geelong's reserve for ornamental grounds and gardens (part) 1850: the approximate location of the Post Office is indicated – north is at right
Source: VPRS 8168, P0005, Feat 578, 1850 Public Records Office Victoria

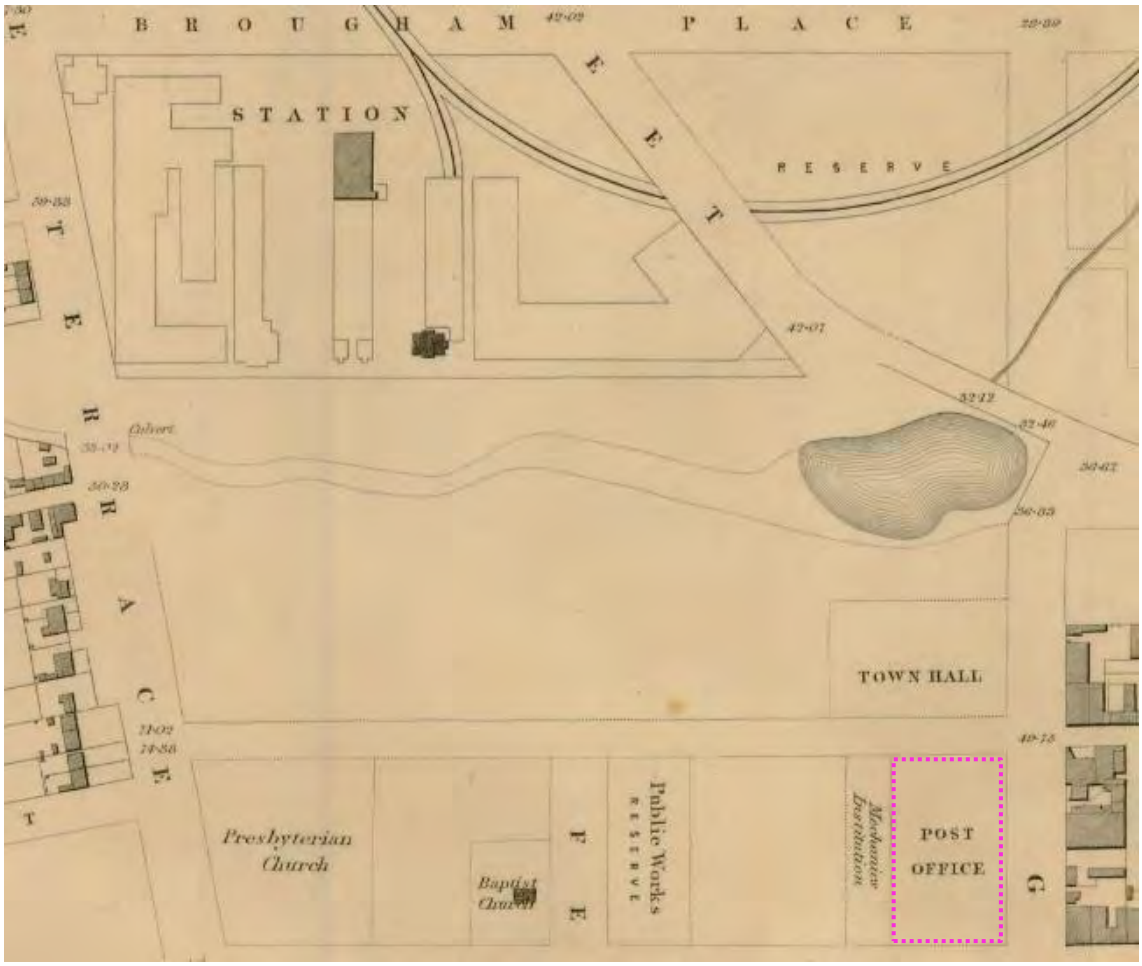


Figure 2 Map of Geelong (part), 1855, showing the subdivision of the Government Reserve: the Post Office is indicated – north is at top
Source: 'Geelong, County of Grant', 1855, State Library of Victoria



Figure 3 View of Geelong's first post office from the south-east (centre), 1870: the Town Hall is visible to the north (rear) and the Telegraph Office is to the west (left)
Source: b51508, State Library of Victoria

1.2.2 *A new post office (1880s-90s)*

1870s By the mid-1870s, public disquiet over the condition of the Post Office began to grow. There were complaints that the building was too small and overcrowded, with staff and public amenities vying for space with the postal, telegraph, bank and money ordering services that all operated within the building.

1887 In 1887, an inspector from the Central Health Board visited the Post Office and witnessed the working conditions, including poorly ventilated rooms, 'causing the rooms to be most unhealthy and stuffy, with a close atmosphere which smells most offensively'. [10] Sections of the roof had also failed, requiring the installation of props. The building's spatial constraints were further exacerbated by a decision to install a telephone exchange inside the building.[11]

1888 In 1888, it was announced that a new Post Office was to be constructed. However, the Victorian Government had not budgeted for it and funding for the new structure became an issue in the state election the following year. The decision to construct a new Post Office also triggered renewed consideration of its location. While some supported re-use of the site at the corner of Ryrie and Gheringhap streets, others promoted the merits of a location in the Market Square on Moorabool Street, not least because 'it was ridiculous to think that a businessman had the time to walk half a mile to the Gheringhap Street Post Office to send a telegram'.[12]

Architect James Hudson Marsden of the Public Works Department (PWD) inspected possible sites for the new building on 14 April 1888. He also presented a concept for a Post Office on the site at the corner of Ryrie and Gheringhap streets to the Mayor and Members of Parliament, suggesting that alternatives locations may not have been seriously entertained.[13] As described at Appendix B, the concept was for a two-storey building in rendered brickwork with a main entry for postal services to Ryrie Street and an entry for telegraph services on Gheringhap Street.[14]

1889 During 1889 the attitude and behaviour of PWD personnel was a source of dissatisfaction to local councillors. Peter Mansfield, in Appendix B, details how, 'the PWD's senior public servant said that he would not accept suggestions or amendments to his plan and that he was too busy to bring his plan to Geelong for public scrutiny', so Councillor Meakin 'took it upon himself to travel [on 9 May 1889] to Melbourne to inspect the plan which revealed "a magnificent structure with a 110 feet [33 metre] high tower"'.[15] On 20 May 1889, Marsden is reported to have unveiled a concept for a three-storey Post Office building, with post and telegraph services on the ground floor and upper levels dedicated to the Lands Department Water Supply Department. No images of the three-level proposal were located during research for this CMP.

The extent to which Marsden was involved in the design of the Post Office is a point of some debate. Historian and conservation architect Bruce Trethowan, in his architectural history of the PWD, suggests that Marsden had a less distinctive style than other PWD architects and that the philosophies of his staff, notably his two assistants J H Brabin and G B H Austin played an important part in the evolution of the Department style. Brabin's approach was predominantly classical and he was responsible for the boom-style Collingwood Post Office (1890) and the Maryborough Court House (1891). It is also considered likely that the design for the more elaborate Geelong Post Office, dated June 1889, was by Brabin although Marsden signed all the drawings.[16]

1889 Demolition of the original Post Office commenced early in 1889 and for the next two years postal services were housed in a former ice rink on Little Malop Street.[17]

1889-91 Construction of the new Post Office was a significant event locally. A crowd of approximately 3,500 attended the laying of the foundation stone and the burying of a time capsule (Figure 4). The foundation stone read, 'This memorial stone was laid by His Excellency, the Earl of Hopetown, G C M G Governor of Victoria, 13 February 1890'.[18]

The building was constructed by Melbourne-based builder, David Kinnaird, during 1889-91. Kinnaird costed the project at £17,850. This excluded a clock and bells for the tower, which would be delivered by public subscription in 1911 (see below and Figure 6). The Post Office was officially opened on 27 April 1891.

The PWD documentation of 1889 was based on the concept presented to the Mayor by Marsden in 1888, with the Post Office entry on Ryrie Street and the Telegraph Office accessed from Gheringhap Street. The building provided a range of services with the interior designed as a series of carefully managed zones (Figure 5). The postal and telegraph service areas were accessed from different entries with dedicated street addresses. The Post Office counters were accessed from a 'posting arcade' to Ryrie Street. At the west end of the arcade was a public lobby for the Money Orders and Savings Bank and to the east end of the arcade was a lobby for the Private Delivery and Stamp Branch (east). The postal hall (or mail room), the large top-lit space in the centre of the Post Office, was not accessible to the public.

The Gheringhap Street entry provided access to a telegram counter, as well as to stairs providing access to offices for the Water Supply and Lands and Survey departments on the first-floor. A generous residential suite for the postmaster and his family occupied the western sections of the building at ground and first floor levels.



Figure 4 Laying the Post Office's foundation stone, with the ground floor partly constructed, 1890
Source: b51509, State Library of Victoria

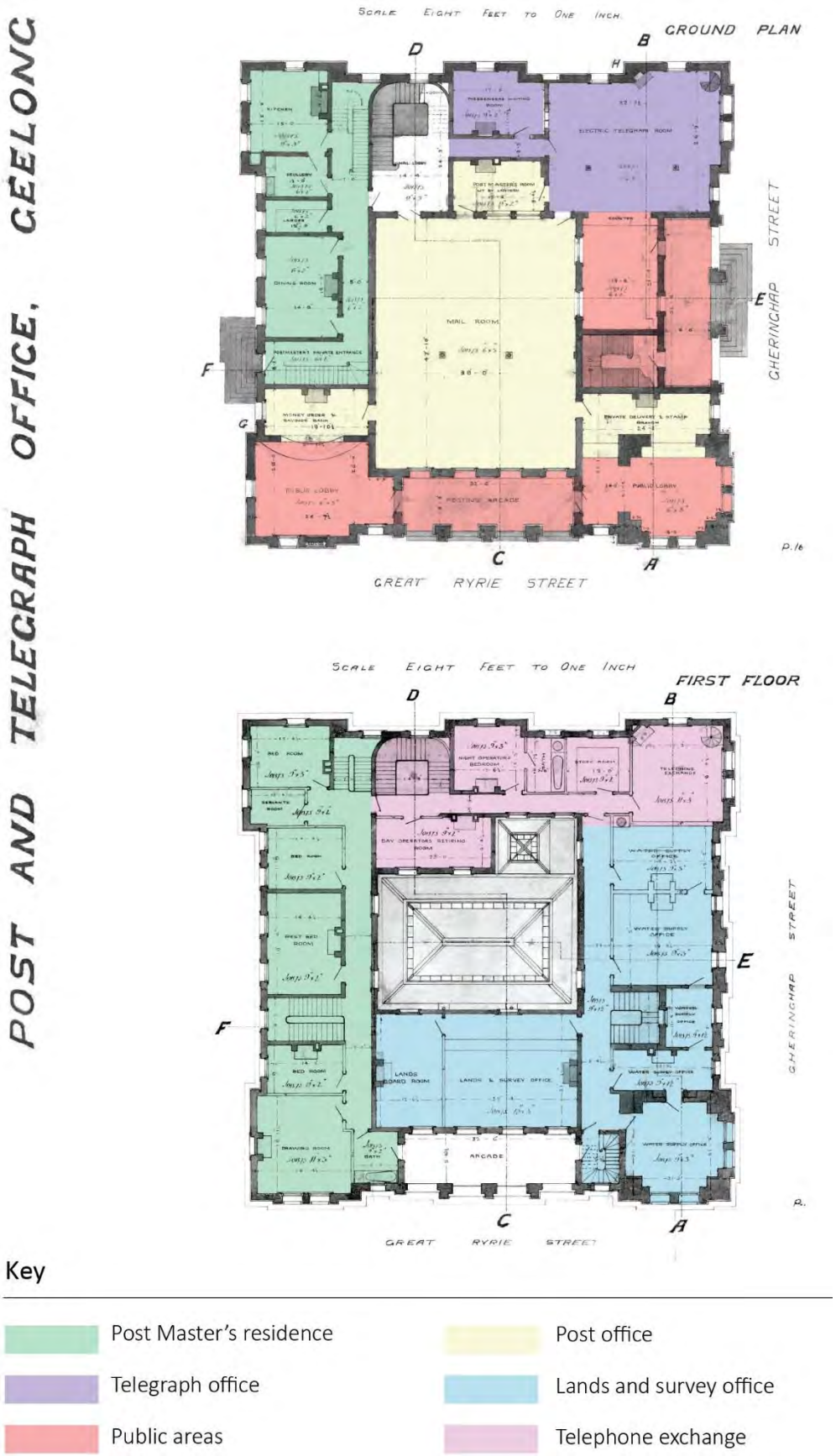


Figure 5 Zoning of Geelong Post Office as built
Source: B3712, Drawer 66, folder 10, part 1 and 2, National Archives of Australia

1.2.3 *Use and development (1900s-1994)*

1901 In 1901 the Geelong Post Office came under the control of the newly-created Commonwealth Postmaster General Department which oversaw postal, telegraphic and telephone services.[19]

1910-11 The clock tower was completed in 1911 when the clock faces and clock mechanism were installed (Figure 6). The clock was a memorial to King Edward VII following his death the previous year. This form of commemoration was supported by approximately 80 per cent of Geelong residents who took part in a plebiscite to decide how best to honour the deceased monarch. [20] A total of £1,300 was raised by public subscriptions which enabled the purchase and installation of the clock and chimes. The clock was made by British company Benson and Company for £450. A marble plaque at the foot of the tower read, 'The clock and chimes in this tower were subscribed for in the year 1910 by the citizens of Geelong and District to commemorate the illustrious reign of their beloved sovereign King Edward VII who reigned 1901-1910'.[21]



Figure 6 Geelong Post Office, 1908, prior to the introduction of the clock faces and bells
Source: H90.160 641, a02234, State Library of Victoria

1911-12 In 1912, following lobbying by the Geelong Chamber of Commerce for improvements to the existing manual telephone exchange, the first automatic telephone exchange for public use in the southern hemisphere was installed in Geelong Post Office. [22] This approach was consistent with a prevailing *laissez faire* approach to the delivery of improvements to telephone systems, with colonial governments typically responding to a specified number of applications for new services – the number was 15 in New South Wales.[23] The tender to install the Strowger automatic exchange was won by the American Phone Company, and the system became operational on 31 July when the postmaster general's wife, Mrs Frazer, dialled 1010 and spoke to the town clerk.[24] The successful introduction of the automatic exchange at Geelong led to the adoption of automatic switching equipment as the preferred type for multi-exchange networks across Australia.[25]

1914 The installation of the automatic telephone exchange necessitated some alterations to the Post Office, including the removal of an internal wall on the upper floor to accommodate the new equipment – this was part of the old water supply offices.[26] This was followed in 1914 by major renovations to the ground floor of the Post Office (Figure 7). Costing over £600, the works included a new postmaster's office at the south side of the building and the transfer of the money order office to the Victorian Savings Bank.[27] An additional £200 was also set aside to expand storage at the rear of the Post Office.[28]

It was during this cycle of works that the Gheringhap Street entrance was removed (Figure 8 and Figure 9). In May 1914, the *Geelong Advertiser* described the changes to the building as follows:

> From the letters and stamps department in Ryrie Street a counter will be put in along the east side of the building to junction with the telegraph counter. There will thus be a continuous counter, with entrances from Gheringhap and Ryrie Streets; it will be petitioned from the various branches of business, and callers will not have to go from one room to another. The landing at the Gheringhap street steps will be covered in to make a lobby, and the postmaster's office will be enlarged by taking in a section of an unused passage.[29]

1920s A chimney at the Post Office was removed in the early-1920s to make way for a water heating service.[30] The site underwent further renovations in 1925 when four rooms on the upper storey were consolidated into two with the removal of connecting walls to provide more space for the telephone exchange and the trunk line switchboard.[31]

1938 A 1923 inquiry into working conditions at the Telephone Exchange heard about the challenging environment the exchange operators were required to work in and how the site no longer met the exchange's needs. One operator explained that poor ventilation was a problem, and, due to the switchboard being located in the same room as 'all the electric apparatus', the operators had to deal with a continuous buzzing. This noise not only made hearing people on the line difficult but 'necessitated unusual concentration, with consequent nerve strain'.[32] This resulted in the construction of new purpose-built premises at 50 Gheringhap Street (Figure 10) in 1938. Prior to that, the land to the north of the Post Office had been developed for a series of small timber buildings (Figure 11).

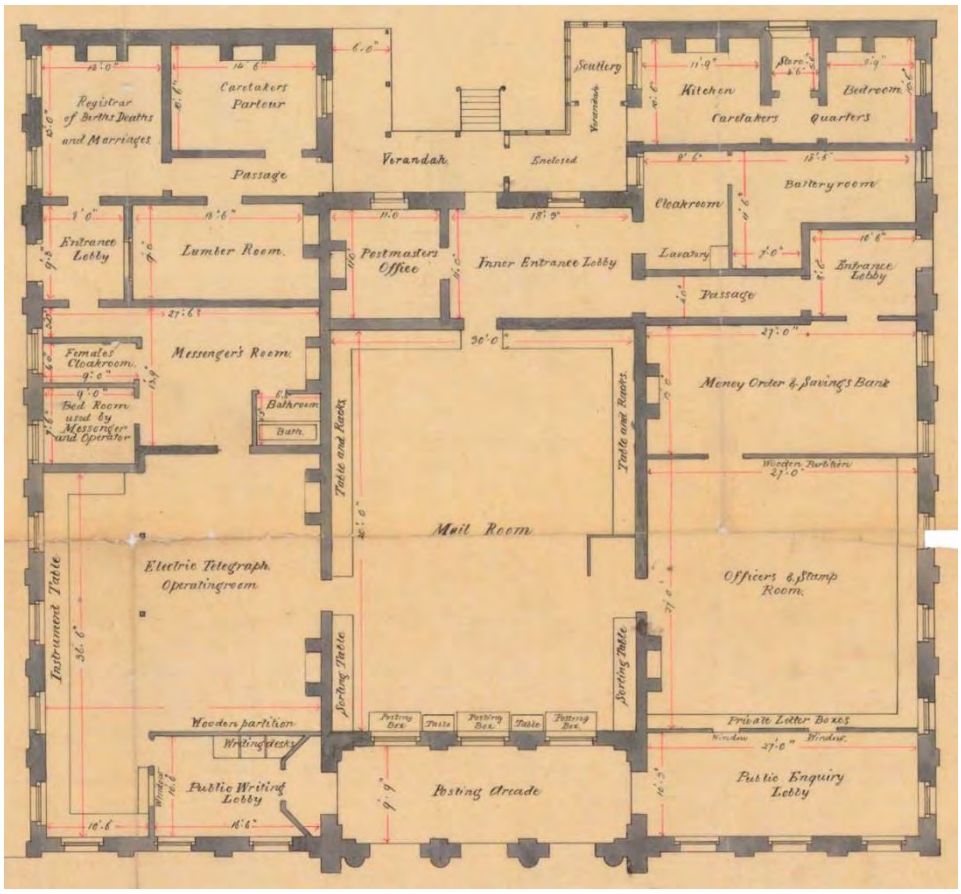


Figure 7 An amended ground floor plan, 1914: these works were not carried out in this form, but the plan does reveal the degree of change that was contemplated
Source: MP33 1, VIC 1914 5437, National Archives of Australia

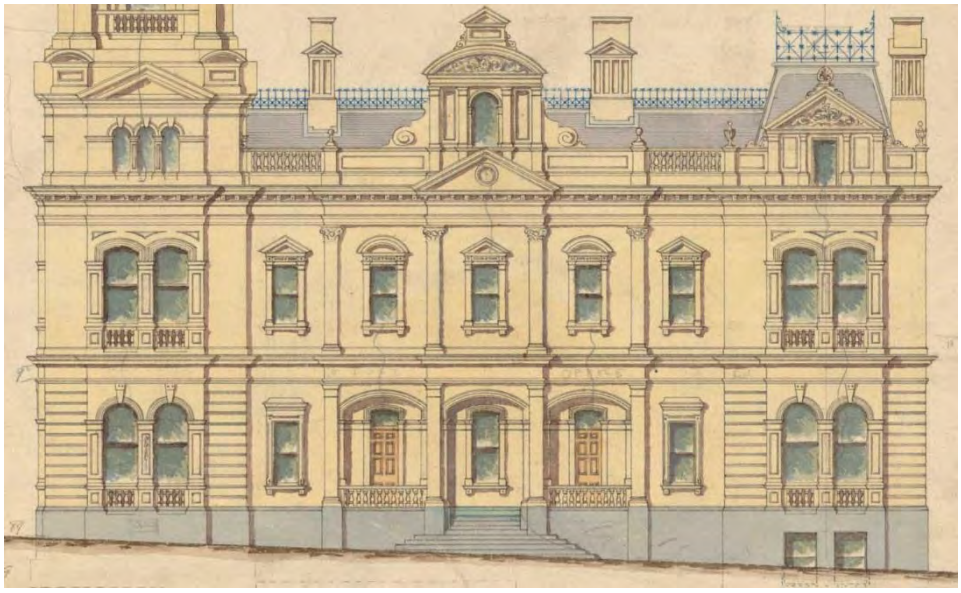


Figure 8 East elevation (part) 1889, showing the original Gheringhap Street entry
Source: B3712, Drawer 66, folder 2, National Archives of Australia



Figure 9 Gheringhap Street elevation, 1942: the entry arrangement was removed in 1914
Source: B5919, 13/224, National Archives of Australia



Figure 10 Geelong Telephone Exchange, 50 Gheringhap Street, built 1939/40 (photograph 2018)



Figure 11 Oblique aerial view looking north-east with the Post Office to the right, c. 1934
Source: State Library of Victoria, accession no. H91.160/641 (Charles Daniel Pratt, photographer)

1940s By 1940, the original Post Office site had been subdivided and no longer extended to Little Malop Street (see Figure 12).

Following the removal of the new Telephone Exchange (see '1938' above) a £4,000 contract was awarded for renovations to the Post Office, which included remodelling of internal spaces.

1960s During the 1960s, the ground floor was extended to the north. The single-level addition was supported on concrete beams, enabling access to the original basement areas from the rear courtyard. A mezzanine level was also introduced over the main postal hall.[33] It is assumed that the lantern roof, if still extant in the early-1960s, was also removed at this time.

1970s During the 1970s, the render to the exterior of the building was substantially removed revealing the face brick below in some areas with render retained to decorative detailing only (Figure 13). These works were reversed and the original expression of the building reinstated in c. the 1990s.

1.2.4 *Council ownership (1994-present)*

1994 The Post Office was included in the Victorian Heritage Register in 1994 (the gazettal date was 22 September).

Also, in 1994, the subject site ceased to be used for postal services – a new Post Office building was constructed in Moorabool Street. The 1891 building was initially adapted as a medical centre.

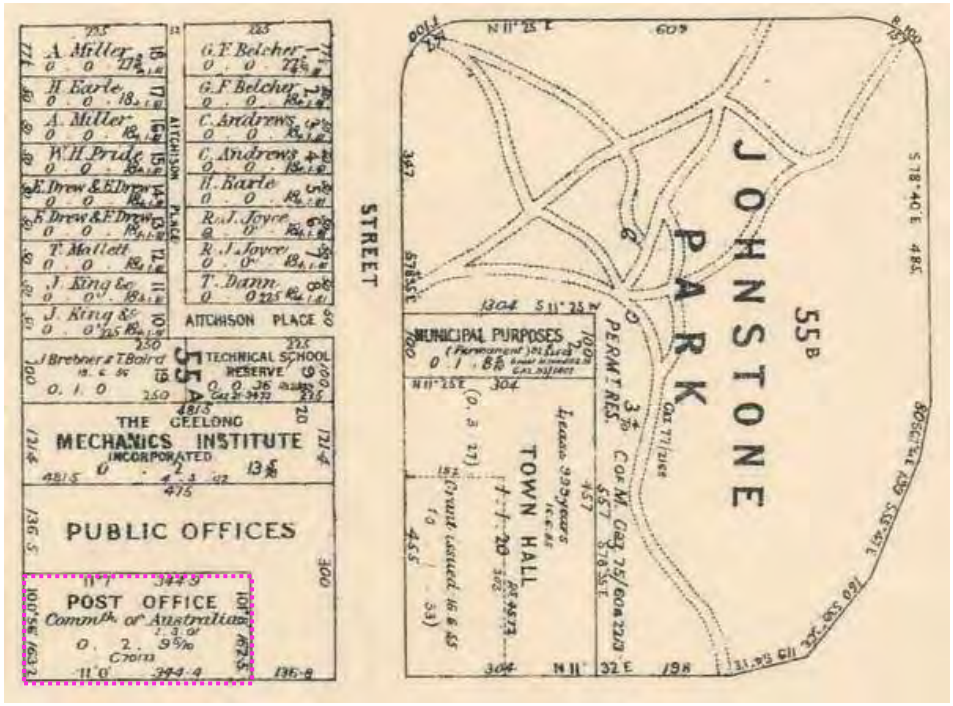


Figure 12 Parish Plan (detail), 1940, showing the subdivision of the Post Office site (indicated)
Source: Parish Plan, 1940, State Library of Victoria



Figure 13 The Post Office in 1984, following the removal of sections of render
Source: B583, 52/1984, National Archives of Australia

1996 In 1996, Geelong's municipal council purchased the former Post Office from the Victorian State Government with the assistance of an interest free government loan of $670,000.[34] A combination of government and private tenants/organisations occupied the building, including youth and child services.

Also in 1996, Heritage Victoria approved a package of repairs and renovations, including the replacement of failed windows and the removal of asbestos panelling. Local architectural practice P J O'Reilly and Associates drew up plans for the works, including the installation/relocation of some internal walls, doors and lights, and the replacement of sections of floor.[35] These works appear not to have been implemented at this time (see also '1999' below).

On 8 May 1996, the subject site was subdivided in two. The parcel to the south (the Post Office) was listed as Section 1 and measured 1,300 square metres while Section 2 (the Telephone Exchange) was 982 square metres (Figure 14).[36]

1999 The works drawn up by P J O'Reilly and Associates in 1996 were implemented in 1999 – including the installation/relocation of internal walls, new doors and lights, and the replacement of sections of floor.[37]

2004 A building permit was issued on 19 January 2004 for alterations to the rear of the former Post Office at the cost of $130,000.[38]

2007 To accommodate youth health services on site, Heritage Victoria issued a permit in 2007 for the removal of the site's reinforced concrete strongroom and for a new fit-out of the ground floor.

2008 Repairs to the clock's glass and cast frame occurred at an estimated cost of $40,000.[39]

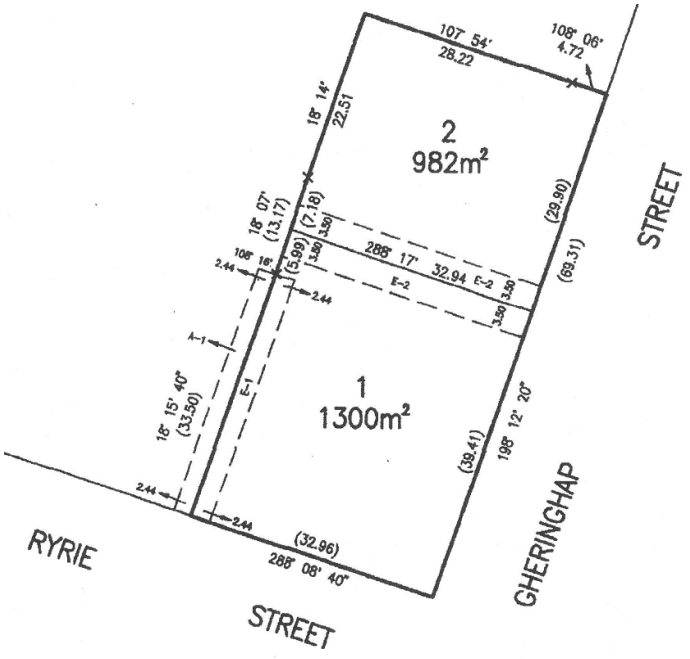


Figure 14 Plan of subdivision of the former Post Office site, 1996. The E-2 easement was for a carriageway and was created with this subdivision
Source: Plan of Subdivision, PS 344283Q, Landata

2009 Significant works occurred in 2009, including the installation of a lift to the west of the foyer, and the introduction of a new mezzanine floor in the former public hall. [40]

2016 During 2016, CCTV cameras were installed in the reception area and the reception desk was reconfiguration in response to a number of security threats.[41]

2018 The Telegraph Exchange plaque was reinstated on the site after being housed at the Geelong Heritage Centre for a number of years.

In March 2018, municipal employees vacated the former Post Office, leaving Barwon Child Youth and Family Service as the sole occupant. Two months later, the Greater Geelong City Council concluded that occupation of the building was no longer a financially viable option and announced to the public its intention to sell the building, explaining: 'The building provides 1,545 square metres of low grade office type floor space … Apart from installation of an internal lift and minor interior refurbishment, little has been done to bring the interior up to acceptable standards for office use. The maximum annual rental yield from the property was $137,000 when fully occupied in 2016. Average annual maintenance, security and cleaning costs over the past 3 financial years have been $138,000 per year, and annual utilities charges are approximately $26,000'.[42]

In October, the council reiterated the justification for the sale of the former Post Office when it announced that 'due to the high cost of refurbishment – estimated at $3.73 million', the site 'does not form part of the City's future office strategy'.[43]

1.3 Physical description

The following provides a description of the former Geelong Post Office and its setting as at 9 October 2018. Not all areas of the building were accessed, including some rooms in the basement, the north range of the roof space and the area originally occupied by the money orders and savings bank at the south-west of the ground floor.

1.3.1 *Site overview*

The former Geelong Post office is a two-storey rendered brick building with an ornamental tower sited prominently at the intersection of Ryrie and Gheringhap Streets in central Geelong. The building, in its original form, was approximately square in plan, measuring c. 30 metres by c. 30 metres. The former Telegraph Station of 1857 is located immediately to its west, and the former Telephone Exchange of 1939 (now a privately-owned office building) is situated to its north. The former Post Office and the former Telephone Exchange share a common point of vehicular access from Gheringhap Street.

The subject site, which slopes appreciably down from south to the north, includes no trees, significant objects or items of moveable heritage. For the purposes of the following, the 1910/11 clock mechanism and the bells are considered as fixed items.

1.3.2 *Exterior*

Original sections of the Geelong Post Office date from 1891. They comprise a rendered masonry structure on a bluestone base in an understated French Second Empire mode. The design is characterised by the careful articulation and massing of the various elements of the composition. Unlike contemporary works by the PWD, such as Bendigo Post Office and Law Courts, the Geelong Post Office is notable for its limited use of the surface ornamentation that often characterise French Second Empire designs. A five-storey tower to the intersection of Ryrie and Gheringhap streets forms the focal point of the composition.

Ryrie Street (south) elevation

The Ryrie Street presentation of the postal building is largely intact as built (Figure 15). It comprises a broadly symmetrical, tripartite arrangement, with a wide, two-storey arcade at its centre providing the main entry and a balustraded balcony area above. This is flanked by a forcefully-expressed pavilion to its west with another, surmounted by the spire to the tower to its east.

The central arcades of the Ryrie Street façade incorporate pilasters to openings with Corinthian detailing. Above, a bold cornice and balustraded parapet includes a tall and complex temple-front device identifying the principal entry to the Post Office. The western pavilion includes a pair of arch-headed windows set into rusticated wall surfaces at ground floor level with a pair of segmental arch-headed windows at first floor. The pavilion is surmounted by a complex arrangement of triangular and broken pediments which incorporates a window to the attic space behind. It is capped with a steeply-pitched mansard roof clad in slate – a hallmark of the French Second Empire mode. A theatrical railing recalling a widow's walk crowns this arrangement. At its lower levels, the eastern pavilion forms a reflection of its western counterpart producing a symmetrical outcome at street level.

A notable change to this elevation is the consolidation of the central two (of four) arched-headed window openings within the arcade – likely to have occurred in the mid-twentieth century. The windows to the arcade were constructed as postal counters, with staff operating from the main postal hall, which was not accessible to the public. The original entries to the Money Orders and Savings Bank (at the west end of the arcade) and the Private Delivery and Stamp Branch (east) have also been removed (Figure 16 and Figure 17). At first floor level, a verandah presumably provided for use by the postmaster's family survives in original condition (Figure 18).

A bronze plaque commemorating the 50th anniversary of the 'first automatic telephone exchange' in the southern hemisphere is mounted to a wall in the ground floor arcade. It was unveiled on 6 July 1962.



Figure 15 The Ryrie Street (south) elevation of the former Geelong Post Office



Figure 16 The Ryrie Street arcade, looking east towards the former Private Delivery and Stamp Branch: the doorway on the left is not original



Figure 17 The Ryrie Street arcade, looking west towards the entry to the former Money Orders and Savings Bank lobby



Figure 18 First floor balcony

Clock tower

The clock tower rises beyond the parapet level at the corner of Ryrie and Gheringhap streets in three stages. The first incorporates a single, tall arch-headed window to each elevation. The second includes the four faces of the clock of 1911. A mansard roof with curving sides crowns the tower, surmounted by a pedimented cap and a flagpole (Figure 19). The tower is approximately 34 metres tall from ground level to the top of the pedimented cap.

Gheringhap Street (east) elevation

The east elevation reiterates the approach of the Ryrie Street elevation albeit with a simpler central arcade –the arcade was infilled in 1914, when the steps leading up to it were removed (Figure 20). As with the south elevation, the central entry to the Telegraph Office was originally flanked by the corner tower to its south and a pavilion volume, whose details reiterate those described above, to its north. The central section is articulated as five bays delineated by Corinthian pilasters at ground and first floor levels. As built, the Telegraph Office was entered through a group of three segmental arch-headed openings at ground floor level providing access to an internal lobby and the Telegraph Office beyond. Internal evidence of this arrangement has been almost entirely removed. At the first floor level, each bay incorporates a simple opening with windows alternately incorporating triangular and segmental-arched lintels across the group. As at Ryrie Street the arrangement is crowned by a parapet surmounted by a balustraded parapet with a complex central pediment arrangement.

The closure of the Gheringhap Street entrance, including the infilling of the entrance arches and adaptation as windows, provided light to the repurposed offices within. The works resulted in a substantial alteration to the building's appearance and obscured an understanding of the building's original dual functions. Planter boxes have been introduced within the infilled arcad.

A single-storey addition to the north of the building was constructed in the 1960s. As it presents to Gheringhap Street, these works adopt an understated classical expression drawing on the architectural stylings of the earlier building.

A marble plaque dating from the installation of the clock (1912) survives at the base of the clock tower on the east elevation.



Figure 19 View of the clock tower from the corner of Ryrie and Gheringhap streets



Figure 20 The Gheringhap Street (east) elevation of the former Geelong Post Office: the entry to the Telegraph Office is denoted by the three segmental arch-headed openings at ground floor

Service yard (north) elevation

The north elevation of the Post Office was designed as the rear of the building, largely providing access for bicycle messengers and other staff. As noted, the site slopes down from Ryrie Street towards the north and the modest bluestone plinth to Ryrie Street increased in depth to create a very substantial base at the northern end of the building. Parts of this sub floor space close to the northern elevation were designed for use as a basement as part of the original design – these spaces survive.

As with the remainder of the building, the two main floors of the Post Office were constructed in rendered masonry above the bluestone plinth with corners expressed as pavilions. Windows at the first floor level reiterated the alternating arrangement of triangular and segmental arched lintels found elsewhere on the building. Those at ground floor level were more straightforward.

The northern facade of the building has been altered to a greater extent than any of the others. A substantial addition, largely comprising a column-free loading dock at basement level with additional office space at ground floor level, was constructed in the 1960s. External features at ground floor level were substantially lost as part of these works.



Figure 21 The rear (north) elevation of the former Geelong Post Office (part), viewed from Gheringhap Street

West elevation

The west elevation was also designed with a 'secondary' character, consistent with there being constrained opportunities for views from the public domain (Figure 22). It is largely intact as built.

It is massed to form two-storey pavilions at the corners, but the façade otherwise features little decorative detail. A single window arrangement incorporating hood mouldings and architraves is repeated across this façade.

The former entry to the postmaster's residence is located at ground floor level near the centre of this elevation. A small canopy has been introduced into the opening.



Figure 22 The west elevation of the former Geelong Post Office (part), viewed from Ryrie Street

Roof

As constructed, the building incorporated a complex arrangement of roofs above the perimeter spaces of the Post Office. These comprised mansard roofs to corner pavilions in the south-west, north-west and north-east of the building linked by hipped roofs. The arrangement was further complicated as the central mail room and the postmaster's office at ground floor level which were top lit by lantern roofs. As constructed, roofs were clad in slate with a number of tall chimneys.

The roof has been substantially altered. Neither of the lantern roofs survive. Slates to internal roof pitches have also been removed and replaced with steel cladding, and a number of chimneys have been removed. Broadly speaking, slate roofs have been conserved where they are visible from the public realm (Figure 23) and with modern steel material introduced only in concealed sections of the roof (Figure 24). The lanterns have been infilled with tray deck or similar. Tall chimneys incorporating triangular pediment details reiterating those to the lintels survive in some locations.

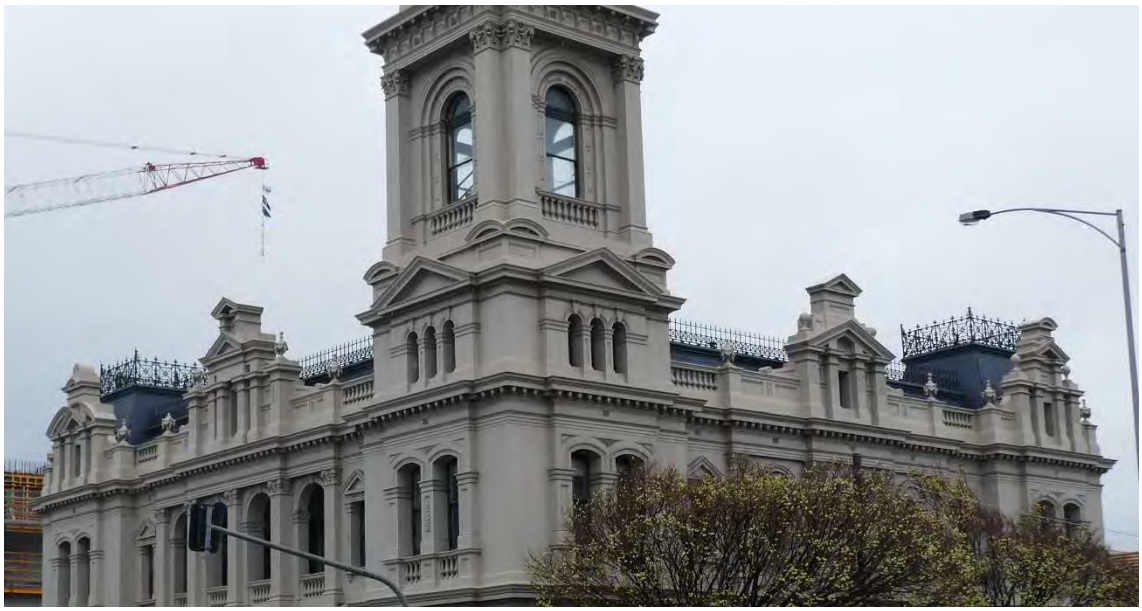


Figure 23 Detail of Ryrie and Gheringhap street elevations: note slate to public-facing roof pitches



Figure 24 The roof of the former Geelong Post Office (part), voids above the central mail room and postmaster's office are evident

1.3.3 *The interior*

As noted above, the building provided a range of services with the interior designed as a series of zones with carefully-managed public interfaces. Postal and telegraph service areas were accessed from different entries. A 'posting arcade' to Ryrie Street provided access to a public lobby for the money orders, the savings bank, private deliveries and stamps. A central top-lit mail room was not accessible to the public. The Gheringhap Street entry provided access to a telegram counter and to stairs providing access to offices for the Water Supply and Lands and Survey departments on the first-floor. The postmaster's residence occupied the western sections of the building at ground and first floor levels.

Rapid advances in the technology associated with telegraphy and telephony required changes to the building less than 20 years after its completion. In 1912, an automatic telephone exchange was installed in the Geelong Post Office[44] requiring works, including the removal of an internal wall on the upper level. This was followed by major renovations to the ground floor of the Post Office in 1914. The Gheringhap Street entrance was removed as part of these works. Further substantial works occurred in c. 1960s and following purchase by Council in 1996 to allow the adaptation of the building for use for youth and child services. These changes are most evident at ground floor level. As discussed below very few spaces survive in their original states.

Basement level

The basement survives to a relatively high level of intactness to its early state. The original arrangement of spaces survives more or less intact although door and window locations have been changed (Figure 25 Typical basement area with original window joinery and ceiling lining board evident). A suite of straightforward joinery elements including timber ceiling lining boards, simple skirting boards and architraves substantially survives. Fireplaces and stairs to an early wash house at the western end of the basement have been removed as has an outdoor toilet facility visible in the original contract drawings. A grand staircase in the northern sections of the building, originally linking the telegraph offices with the messengers' rooms below also survives.

Key surviving elements at basement level include (refer Figure 26): the northern stairwell and stair case (formerly linking the Telegraph Office at ground floor level with messengers' area below); and the general arrangement of the basement spaces.



Figure 25 Typical basement area with original window joinery and ceiling lining board evident



Figure 26 Basement: spaces that retain their original plan form are indicated

Ground floor

As noted, the ground floor has been the subject of the greatest degree of change. So much so that little evidence of the original zonal planning, pattern of circulation, decorative detail or character survives. As constructed, the public and residential zones at ground floor level were organised around the central workspace of the mail room. While the broad form of the central mail room survives, the arrangement of ground floor spaces that surround it has been altered on a number of occasions. Masonry walls have frequently been removed with new spaces created with lightweight partitioning. Along the western side of the mail room, new connections into the former postmaster's residence have been made allowing adaptation of the former residential spaces into offices. Along the eastern side, changes to the access arrangements arising from the removal of the entry to the Telegraph Office in 1914 resulted in wholesale reconfiguration of spaces and access arrangements in that area. To the north of the former postal hall, the construction of the addition of c. 1960s resulted in the removal of the external wall in the north-eastern sections of the building. At the southern end, entry arrangements have been reconfigured to allow public access to the, previously back-of-house, mail room. To achieve this, some public counters have been removed and a substantial new doorway introduced. As a consequence of these changes, the mail room survives in an adapted and degraded state with original openings altered and new openings created. The ability to perceive the original volumetric arrangement of the mail room has been further compromised by the introduction of a mezzanine level and the removal of its lantern roof. The space itself has been compartmentalised through the introduction of lightweight partitions.

At ground floor level, three stairwells survive, retaining their original staircases (Figure 28), however, the original circulation arrangements have typically been lost – the role of the stairs to the clock tower being an exception. Original joinery elements survive to a limited extent – typically as fragments of skirtings, cornices or decorative detail. However, few spaces on the ground floor survive, even partially intact, in either plan form or character.

Key surviving elements at ground floor level include (Figure 28): the northern stairwell and staircase (formerly linking Telegraph Office to basement and first floor levels); the western stairwell and staircase (formerly connecting residential areas at ground and first floor levels); and stairs to and within the clock tower.

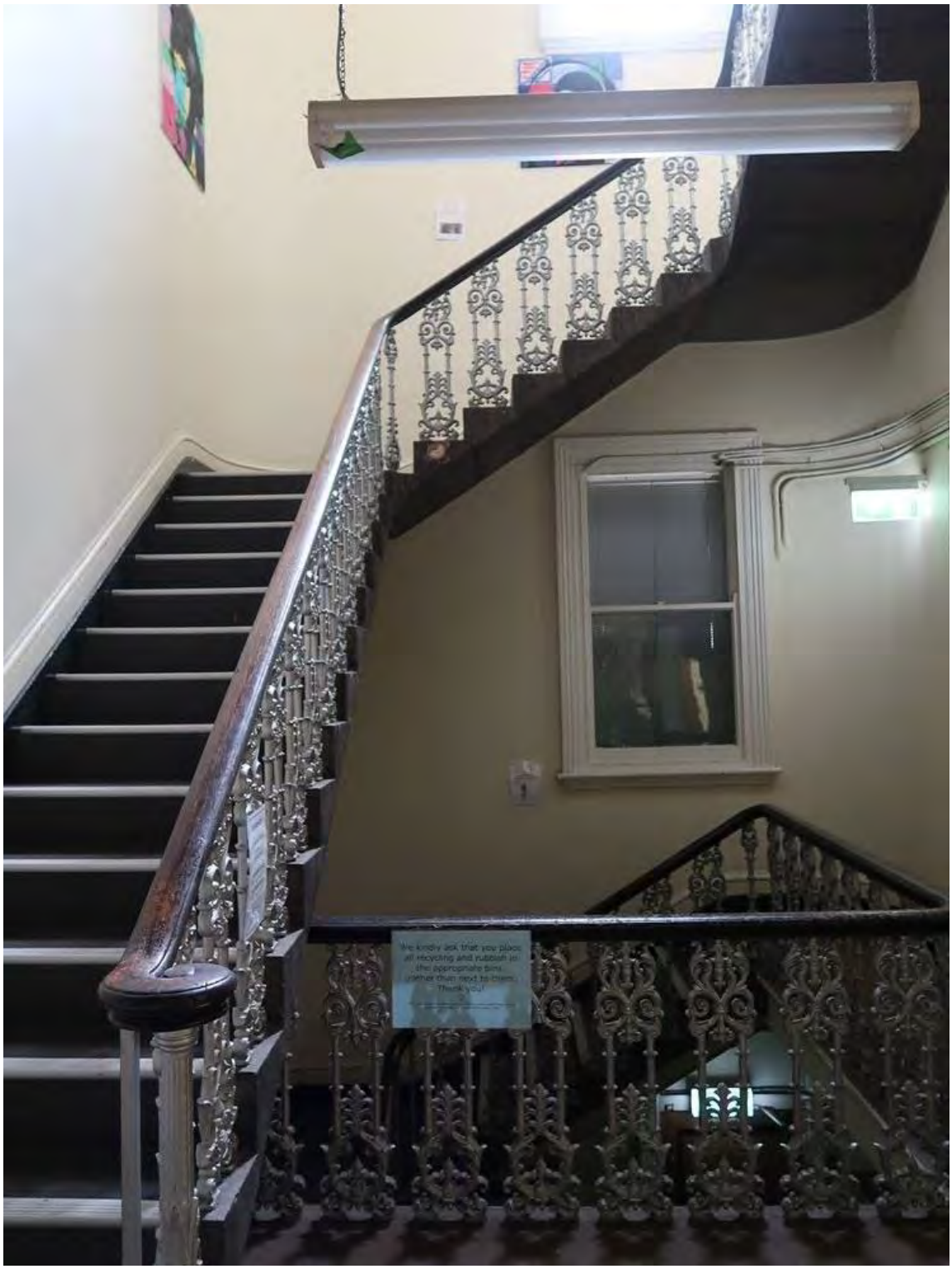


Figure 27 The northern staircase



Figure 28 Ground floor plan: spaces that retain their original plan form are indicated

First floor

Lanterns above the mail room and postmaster's office, originally at this level have been removed and a mezzanine level introduced. However, the balance of the first floor level retains a number of substantially intact spaces particularly along the western side of the building. These areas originally comprised the upper level of the postmaster's residence.

As noted above, a first-floor verandah area above the Ryrie Street entry also survives intact. Areas constructed for use by the Lands and Survey Office and the Department of Water Supply in the southern and eastern sections of the building have been more substantially altered, and a staircase providing access to these areas from ground floor level has been removed.

Architectural details survive to a limited extent at first floor level generally limited to the former postmaster's residence and the stairwells (Figure 29).

Key surviving elements at first floor level include (refer Figure 30): the northern stairwell and staircase (formerly linking Telegraph Office to first floor level); the former residential areas including eastern stairwell and staircase (formerly connecting residential areas at ground and first floor levels; stairs to the clock tower; and the clock tower at this level.



Figure 29 Some early joinery and decorative detailing survives in the postmaster's residence



Figure 30 First floor plan: spaces that retain their original plan form are indicated

Attic and tower levels

The attic areas were not designed to be habitable and largely comprise unlined roof spaces accessed by a system of modern timber gangways. The attic spaces are largely unchanged from their original construction. The clock tower, particularly above first floor level, has likewise been the subject of few alterations. Apart from the introduction of the clock in 1911 (Figure 32), the tower levels remain substantially intact to their original state.

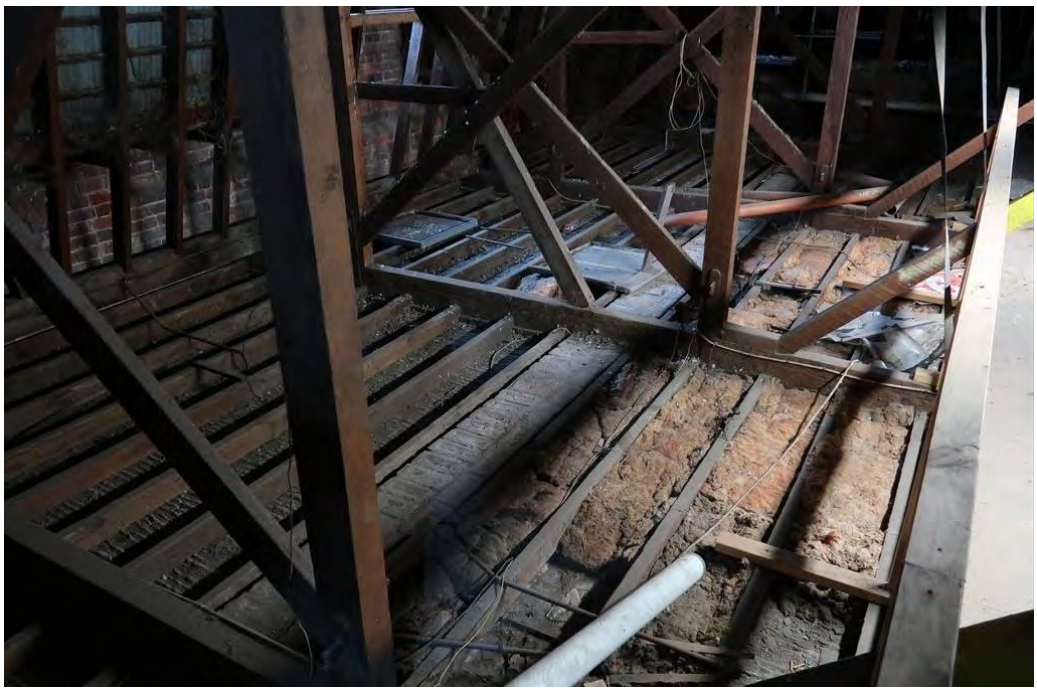


Figure 31 Attic spaces are accessed via modern walkways (visible at right)



Figure 32 Clock and gearbox

2.0 ANALYSIS OF EVIDENCE

This analysis of the former Geelong Post Office is informed by the evidence presented in Chapter 1 'Understanding the Place' and is based on the methodology set out in James Kerr's *Conservation Plan*.[45] It also has regard for the definitions of historic, aesthetic and social values included in the 'Understanding and assessing cultural significance' Practice Note to the *Burra Charter* 2013.[46]

A statement of significance is at Chapter 4.

2.1 Historic value

The *Burra Charter* Practice Note provides the following description of historic value:

> Historic value is intended to encompass all aspects of history—for example, the history of aesthetics, art and architecture, science, spirituality and society. It therefore often underlies other values. A place may have historic value because it has influenced, or has been influenced by, an historic event, phase, movement or activity, person or group of people. It may be the site of an important event. For any place the significance will be greater where the evidence of the association or event survives at the place, or where the setting is substantially intact, than where it has been changed or evidence does not survive. However, some events or associations may be so important that the place retains significance regardless of such change or absence of evidence.[47]

The following addresses the former Geelong Post Office as a place that:

- Was purpose-built as a post and telegraph office to serve Geelong and the broader area; and
- Forms part of a Government-owned civic precinct, dating to the mid-1850s, that is associated with the State's communications history

2.1.1 *A purpose-built post and telegraph office*

Postal and communications services evolved rapidly in Victoria. The colony's first purpose-built post office was located at the intersection of Bourke and Elizabeth streets, Melbourne in 1841. Services in regional centres were generally more *ad hoc*, with services typically provided from multiple existing buildings. The provision of postal services in Geelong from the 1830s until the mid-1850s conformed to this pattern.

As discussed in Chapter 1, Geelong's first purpose-built post office was located within the Government Reserve at the north-west of the intersection between Gheringhap and Ryrie streets. It was completed in 1855. The first telegraph service operated out of a small shed on Eastern Beach in the mid-1850s which had previously been used by customs officials. It is a measure of improvements in communications technologies, as well as the rapid expansion of the city's population, that the need for a replacement (the subject property) of the postal facilities was evident within only three decades.



Figure 33 Post office at the intersection of Bourke and Elizabeth streets, Melbourne, 1841
Source: State Library of Victoria, Image H16998

The expansion of postal services at the subject site between 1855 and 1994, including multiple phases of alterations to existing buildings and the construction of new buildings, demonstrate the changing fortunes of Geelong/Victoria. The surviving building, at least externally, exists as an indication of the wealth of the city/colony at the end of the 1880s.

The building's scale (it was among the largest regional post offices in Victoria) and flamboyant architectural character represents the importance of postal and telegraphic communication during this period, a status that is now considerably diminished (see also Section 2.3).

2.1.2 *Communications*

Geelong has a long and proud association with the history of communications. In December 1854, Geelong and Melbourne were connected via a telegraph line – this was the second telegraph line in Victoria, following the connection between Melbourne and Williamstown (1853). The original timber shed on Eastern Beach, Geelong, that accommodated the telegraph was replaced by a purpose-built Telegraph Office adjacent to the original Post Office at the corner of Ryrie and Gheringhap streets in 1857 (the building survives and is included in the VHR, H 1527, Figure 34).

This was followed, in 1877, by the first successful telephone call in Victoria, which was made from Geelong,[48] and in 1888 a telephone exchange was established in the city's first post office (completed in 1855). A telegraph service was also integrated into the new building (the subject site), with a dedicated entrance (infilled in 1914).

However, arguably the city's greatest claim to significance in the context of communications history is that the first automatic telephone exchange in Australia was accommodated in the subject building, in 1912. The successful trial led to the adoption of automatic switching equipment as the preferred type for multi-exchange networks across Australia. Despite the presence of the exchange in the building being short-lived – a purpose-built facility at 50 Gheringhap Street (extant) was completed in 1939, and there being no physical evidence of the automatic exchange in the building, the event was marked by a ceremony and the unveiling of a 50th anniversary plaque on 6 July 1962. The plaque is mounted within the arcade addressing Ryrie Street (Figure 35).



Figure 34 The Telegraph Exchange of 1857 is pictured right, surmounted by a time ball; the Mechanics Institute (now demolished) is pictured at right
Source: Bellarine Peninsula and Geelong & District, accessed at http://zades.com.au/gandd/index.php/geelong/research/gdpostof on 10 December 2018



Figure 35 Plaque commemorating the 50th anniversary of the inauguration of the automatic telephone exchange at Geelong Post Office

2.1.3 *Associations*

In reflecting on historical value, the *Burra Charter* Practice Note encourages consideration of a site's association with a people or groups that are 'important in the history of the local area, state, nationally or globally'.

It is not considered that the former Post Office is associated with individuals or groups of state or national significance. The association with architect J H Marsden of the PWD is a matter of interest. It has, however, been suggested that Marsden had a less distinctive personal style than other PWD architects and that the philosophies of his staff, notably his two assistants J H Brabin and G B H Austin, played an important part in the evolution of the Department's style during the 1880s. Brabin's style was strictly classical and he was responsible for the boom style Collingwood Post Office (1890) and the Maryborough Court House (1891). As noted, the Geelong Post Office (June 1889) is also likely to have been designed by Brabin, although Marden signed all the drawings. Given that the building's authorship is disputed, it is not considered that the Post Office is significant at a State or local level for this association.

A comprehensive historical analysis of local figures who were prominent in lobbying for a replacement of the 1855 Post Office was beyond the scope of this CMP. It is, however, noted that Councillor Henry Meakin, who served as the Mayor of Geelong in 1887-88, played an instrumental role in ensuring that the State Government supported the replacement of the (by then) un-loved post office of 1855. Councillor Meakin was a distinguished public servant of long-standing.

2.2 Aesthetic value

Aesthetic value is described in the *Burra Charter* Practice Note as follows:

> Aesthetic value refers to the sensory and perceptual experience of a place – that is, how we respond to visual and non-visual aspects such as sounds, smells and other factors having a strong impact on human thoughts, feelings and attitudes. Aesthetic qualities may include the concept of beauty and formal aesthetic ideals. Expressions of aesthetics are culturally influenced.[49]

As noted in the Practice Note, relevant questions to ask when considering aesthetic value include:

- Is the place distinctive within the setting or a prominent visual landmark?
- Does the place have qualities which are inspirational or which evoke strong feelings or special meanings?
- Does the place show a high degree of creative or technical achievement?

In the context of the former Geelong Post Office, aesthetic value has applications as:

- An example of French Second Empire architecture in Victoria; and
- A major work by the Public Works Department (PWD) in a regional city

2.2.1 *French Second Empire architecture in Victoria*

The French Second Empire style derives from the 'empire' established by Louis Napoleon following his 1852 assumption of the title 'Emperor Napoleon III'. It employed the classical vocabulary of nineteenth century Renaissance Revival styles to produce richer surface treatments and more plastic effects. Buildings were typically lavish in terms of their decoration, extending the classical palette to include garlands and swags. Its success, however, lay in its capacity to produce three-dimensional compositions through the incorporation of breakfront pavilion forms at the ends and centres of buildings. These were typically capped either with especially tall straight sided mansard roofs or, even more theatrically, with convex domed or concave bell-like mansard arrangements producing lively and surprising skylines. Towers, a long-accepted feature of local Italianate architectural traditions, were reimagined as richly-embellished mansard-roofed Parisienne spires.

The New Louvre (Visconti & Le Fuel, 1852-7, Figure 36) and Paris Opera (Garnier, commenced 1861) were greatly admired by architects in the United Kingdom, United States and Australia.[50] In Victoria, the Melbourne Town Hall (Reed & Barnes, 1867) was an early and influential evocation of French Second Empire design. The main, Swanston Street, facade was articulated as five bays with one central and two end pavilions. A central portico was added to this facade some 20 years later in a style matching that of the original 1867 building, underscoring the currency of the approach into the 1880s. The Princess Theatre (William Pitt, 1886) is often seen to be the high-water mark of the mode in Melbourne (Figure 37).

2.2.2 *A major work by the Public Works Department in a regional city*

For the architects of the PWD, 1880 was the start of an exciting decade of public building in Victoria. Until 1878, the PWD had been dominated by William Wardell, its Inspector-General and Chief Architect for 17 years. Under Wardell, the Department produced large numbers of public buildings throughout Victoria, almost all of which demonstrated the austere elegance that had become his trademark. With Wardell's departure in 1878, the Department's designers were freed from the constraints of the earlier years, and the body of work they produced displayed a wider variety of styles and greater innovation in the use of materials.



Figure 36 Louvre, Paris, c. 1857 (Edouard Baldus, photographer)
Source: State Library of Victoria, accession no: H87.84/2A



Figure 37 Princess Theatre, Melbourne, late-nineteenth century
Source: State Library of Victoria, accession no H24747



Figure 38 Bendigo Post Office (left, 1887) and Bendigo Law Courts (right, 1896): major essays in the French Second Empire style in the Victorian context
Source: Museum Victoria

Between Wardell's departure and the mid-1880s the house style of the PWD tended towards increasingly flamboyant classicised designs including those to a French Second Empire expression, such as George Watson's Bendigo Post Office (1882-87, Figure 38). Around 1885, further internal changes in the Department, combined with a major shift in the local architectural thought, saw greater emphasis on the red brick English Queen Anne and American Romanesque modes. This notwithstanding Watson designed the Bendigo Law Courts (1896) in a French Second Empire mode to complete the grand civic gesture commenced with the Post Office. The Melbourne Records Office, the final substantial PWD outing in the style, was built to the design of S E Bindley, District Architect of the PWD in 1900-04.

While the output of the PWD increasingly distanced itself from the French Second Empire mode after 1885, this disengagement was not reflected in the output of the Victorian architectural community more broadly. In fact, the bulk of built form in the mode was constructed in the decade after 1885. As noted above, the Melbourne Town Hall, designed by Reed and Barnes in 1867, had been one of the earliest local examples of the French Second Empire style and its pavilioned form and Mansard-roofed tower served as an enduring model for aspirational suburban Councils. A large number of town halls in Victoria were designed by G R Johnson. Of these, his design for the Hotham (North Melbourne) Town Hall of 1875, in particular, invoked the Melbourne Town Hall in its Mansard-roofed tower. In fact, through the late 1880s, the Mansard-roofed tower became emblematic of suburban town hall designs. Johnson's Collingwood Town Hall (1885-90) incorporated Mansard-roofed corner pavilions and entrance tower. The façade of John Beswicke's Hawthorn Town Hall (1888) was more lavish, presenting three

boldly-modelled pavilions to Burwood Road – albeit without Mansard roofs. Even the Malvern Town Hall (1886, Wilson & Beswicke, VHR H2288, HO349) – an imposing two-storey Renaissance Revival building with symmetrical Italianate facades and few French pretensions – incorporated French Second Empire towers.

The French Second Empire style was best suited to substantial buildings on large sites whose form could be articulated as Mansard-roofed pavilions and whose wall surfaces could serve as canvasses for lavish classical embellishment. Consequently, the style was most frequently employed In Victoria for grand public or civic buildings. Locally, key designs re-imagined the austere and repetitive Italianate facades of the previous generation as series of richly ornamented pavilions typically with Mansard roofs.

As noted above (Section 2.2.1), the key buildings with a French Second Empire expression in Melbourne are the Town Hall (1867) and the Princess Theatre (1886), the latter building often being seen to be the apex of the mode in Melbourne. While these were the work of notable architects in private practice, the PWD also produced a number of important Second Empire designs particularly in regional Victoria. The Bendigo Law Courts is both the most distinguished example designed by the PWD and the most outstanding expression of the style in regional Victoria – especially when considered as part of the Post Office/Law Courts civic precinct.

The former Geelong Post Office is smaller and less lavish in terms of its surface enrichments. Constructed in 1889-90, it is a later example of the Department's work in the mode. While it is capable and well-resolved externally, it is less exuberant than key examples – particularly with respect to applied ornament. In this way, the former Geelong Post Office compares more directly with suburban town halls, such as Collingwood Town Hall and others. Consequently, while it forms an important element with the PWD's Second Empire catalogue, it is not seen as an early important or fully realised evocation of the style.

2.3 Social value

The 'Understanding and assessing cultural significance' Practice Note to the *Burra Charter* 2013 provides the following definition of scientific value:

> Social value refers to the associations that a place has for a particular community or cultural group and the social or cultural meanings that it holds for them.[51]

The social value of a heritage place has been described as, 'the special meanings attached to places by groups of people (rather than by individuals)'.[52] A critical consideration in establishing the social significance of a place is its value to the present community. This sense of communal attachment is typically associated with places that are publicly accessible, or have otherwise been, 'appropriated into the daily lives of people'.[53] Places recognised as having social value include those that:

- Provide a spiritual or traditional connection between past and present
- Tie the past affectionately to the present
- Help give a disempowered group back its history
- Provide an essential reference point in a community's identity or sense of itself
- Loom large in the daily comings and goings of life
- Provide an essential community function that over time develops into a deeper attachment that is more than utility value
- Have shaped some aspect of community behaviour or attitudes
- Are distinctive – the old clock tower in a town or an architectural folly – features that lift a place above the crowd, making it likely that special meanings have been attached to that place
- Are accessible to the public and offer the possibility of repeated use to build up associations and value to the community of users

- Enable people to gather and act as a community, for example places of public ritual, public meeting or congregation, and informal gathering places[54]

Historically, the main post office in a large regional centre – like Geelong – would have satisfied a number of the indicators summarised above. The almost complete reliance on the mail from England, and elsewhere, for news meant that post offices were popular meeting places for early generations of settlers – they 'loomed large in the daily comings and goings of life'. Geelong Post Office may also have derived social value as a consequence of being visually distinctive and through being a publicly accessible asset that was used regularly by a broad cross section of the community. Since 1994, however, postal services have been provided from new premises in Geelong. Over this period, methods of communication have evolved considerably, resulting in traditional postal services having a much-reduced role in day-to-day society. As a consequence, it is possible that evidence that might historically have been taken as an indicator that the former Post Office was of social value is today an indicator of historical value.

2.3.1 *Assessing social value*

Social significance or value is typically established through community consultation, sometimes in the form of survey questionnaires, interviews with members of the relevant communities or public discussion workshops. Opinion pieces in the local print media, and views expressed in talk-back radio shows can also be forums for the expression of community sentiment.

Community consultation is rarely a 'scientific' process, although it is generally the case that the broader the cross-section of the community invited to express opinions, the greater the certainty about the outcomes.

No formal appraisal of social values was undertaken in the course of this CMP. Such a process has the potential to indicate that a community or group has some degree of social attachment to the building. In the case of Geelong's former Post Office, these groups may include:

- The Geelong public at large, recognising that the former Post Office is a prominent and visually distinguished building that is associated with a significant phase in the city's growth and consolidation. For this group there may be a particular interest in the external presentation of the building.
- Special interest groups, including historical societies and the local branch of the National Trust of Australia, for whom the building may be valued for a breadth of historical reasons, including the association between the subject site and Australia's first public automatic telephone exchange.

3.0 SIGNIFICANCE

The following assessment against the Heritage Council of Victoria criteria is informed by the evidence presented in chapters 1 and 2. The *Victorian Heritage Register Criteria and Threshold Guidelines*, endorsed by the Heritage Council 6 December 2012 and reviewed and updated 5 June 2014, have also been referenced.

A Statement of Significance is at Section 3.2.

3.1 Assessment against Heritage Council of Victoria criteria

Criterion A: Importance to the course, or pattern, of Victoria's cultural history.

The former Geelong Post Office is of historical significance to Victoria as a reflection of the State's economic growth during the second half of the nineteenth century. The prominent building, with richly decorated elevations to its two street-facing elevations and a tall clock tower, also reflects the consolidation of Geelong as a major regional centre and port.

The building is of historical significance to Victoria for having accommodated the first automatic telephone exchange for public use in Australia (it was installed in 1912). The successful trial of the Strowger automatic exchange was the precursor to the adoption of automatic switching equipment as the preferred type for multi-exchange networks across Australia. No physical evidence of the automatic exchange survives at the former Post Office.

The building is of local historical significance as part of a group of civic buildings south of Johnstone Park, within an area reserved for ornamental grounds and gardens in 1850. Its immediate neighbours, the former Telegraph Office (1857) to the west and the Telegraph Exchange (1939) to the north, are also associated with the provision of communications services to Geelong and the broader region. The Telegraph Office of 1857 has both an historical and planning relationship with the former Post Office, being located directly to its west on Ryrie Street. The relationship of the Telegraph Exchange with the Post Office is primarily historical, the 1939 building being located to the rear of the Post Office and physically separated by an at-grade car park.

The former Post Office also derives local historical significance as related to the clock and chimes, which were funded by public subscription as a memorial to King Edward VII following his death in 1910.

Criterion B: Possession of uncommon, rare or endangered aspects of Victoria's cultural history.

This criterion is not met. The former Geelong Post Office does not have a clear association with a rare or uncommon event, phase, period, process, function, movement, custom or way of life of importance in Victoria's cultural history.

Criterion C: Potential to yield information that will contribute to an understanding of Victoria's cultural history.

This criterion is not met. The former Geelong Post Office has limited potential to reveal new information and/or understandings about the provision of historic postal and communications services which are not available from other sources, including the original drawings of the building held at the National Archives of Australia (see Appendix C). It is also noted that the original zonal planning of the building has been almost entirely obscured or removed by alterations undertaken in multiple increments during the twentieth century.

There is some, limited, potential for archaeological evidence associated with previous land uses and activities in the rear courtyard – the space between the Post Office and the Telephone Exchange, part of

which is within the boundary of the former Post Office site. The potential for subsurface artefacts and evidence associated with the 1855 Post Office can also not be discounted.

As noted, no physical evidence of the automatic telephone exchange installed in 1912 survives.

Criterion D: Importance in demonstrating the principal characteristics of a class of cultural places and objects.

The former Geelong Post Office is significant to Victoria and locally as an example of a large, Boom-era public building designed in the French Second Empire style. The two-storey rendered brick building incorporates the typical massing of the style incorporating pavilion forms with Mansard roofs at the corners and richly adorned wall surfaces to its two main street-facing elevations and the clock tower.

The interior of the building has been extensively modified and does not satisfy this criterion. It is, however, noted that evidence of the original internal plan survives, including the plan form of the postal hall.

Criterion E: Importance in exhibiting particular aesthetic characteristics.

The former Geelong Post Office is of architectural significance to Victoria and locally as an ornate example of French Second Empire design applied to a prominent public building. The distinguishing characteristics of the style are expressed in the clock tower, the south and east elevations and those sections of the roof that are visible from the public realm.

The rear and west elevations have a lower degree of decorative detail consistent with their limited visibility from the public realm, being generally concealed in views from Ryrie and Gheringhap streets.

Alterations have been undertaken to the building's principal elevations. The east elevation has been modified through the addition of a single-storey wing to the north (1960s) and the infilling of the original entry to the Telegraph Office (1914). An understanding of the building's original dual functions was also lost as a consequence of the 1914 works. Works to the south elevation have been limited to alterations to openings within the postal arcade. These interventions have not, however, compromised the coherence or legibility of the flamboyant classically-inspired architectural language adopted.

With localised exceptions, the original internal planning and decorative detail has been removed.

Criterion F: Importance in demonstrating a high degree of creative or technical achievement at a particular period.

This criterion is not met. The former Geelong Post Office does not demonstrate a high degree of creative or technical achievement.

Criterion G: Strong or special association with a particular community or cultural group for social, cultural or spiritual reasons. This includes the significance of a place to Indigenous peoples as part of their continuing and developing cultural traditions.

No formal appraisal of social values was undertaken in the course of this CMP. As such, this criterion has not been established as having been met.

It is possible, however, that there exists a degree of communal sentiment for the former Geelong Post Office on the part of the Geelong community as associated with the building as a civic landmark, including special interest groups such as historical societies.

Criterion H: Special association with the life or works of a person, or group of persons, of importance in Victoria's history.

This criterion is not met. Research for this CMP has not revealed associations between the former Geelong Post Office and individuals of importance to Victoria's history that satisfy this criterion. It is possible that further research may reveal such associations.

3.2 Statement of Significance

The following Statement of Significance has been prepared based on the preceding assessment of significance of the former Geelong Post Office. Points of difference between this new Statement of Significance and the existing VHR Statement of Significance are summarised below (see Section **Error! Reference source not found.**). As noted at Section 5.5 (Policy 17), it is recommended that the VHR entry should also be amended to include the new Statement of Significance.

What is significant?

The former Geelong Post Office was designed by the Public Works Department (PWD) in 1889 and built between 1889 and 1891. The drawings were signed by J H Marsden of the PWD, although the building is believed to have been designed by one of his assistants, J H Brabin. The two-storey rendered brick structure originally included postal and telegraph services on the ground floor, with government offices provided on the first floor. Residential accommodation for the postmaster was provided to the west side of the building over both levels. A basement area to the north, faced in bluestone, manages the sloping site. The building was used as a post office until 1994.

A major alteration to the exterior was the removal of the entry to the Telegraph Office on the Gheringhap Street elevation in 1914. The rear elevation has also been subject to extensive change. The south (Ryrie Street) and west elevations and the clock tower are largely intact as built. The building has been subject to almost wholesale alteration internally. It is, however, noted that evidence of the original internal plan survives, including the plan form of the postal hall.

How is it significant?

The former Geelong Post Office is of historical and architectural significance to Victoria and locally.

Why is it significant?

The former Geelong Post Office is of historical significance to Victoria as a reflection of the State's economic growth during the second half of the nineteenth century. The prominent building with richly decorated elevations to its two street-facing elevations and a tall clock tower also reflects the consolidation of Geelong as a major regional centre and port.

The building is of historical significance to Victoria for having accommodated the first automatic telephone exchange for public use in Australia (it was installed in 1912). The successful trial of the Strowger automatic exchange was the precursor to the adoption of automatic switching equipment as the preferred type for multi-exchange networks across Australia. No physical evidence of the automatic exchange survives at the former Post Office.

The former Post Office is of aesthetic and architectural significance to Victoria and locally as an example of a large, Boom-era public building designed in the French Second Empire style. The two-storey rendered brick building, with a prominent

corner clock tower, incorporates the typical massing of the style incorporating pavilion forms with Mansard roofs at the corners and richly adorned wall surfaces.

Local significance

The former Geelong Post Office is of local historical significance as part of a group of civic buildings south of Johnstone Park, within an area reserved for ornamental grounds and gardens in 1850. Its immediate neighbours are the former Telegraph Office (1857) to the west and the Telegraph Exchange (1939) to the north.

The former Post Office also derives local historical significance as related to the clock and chimes, which were funded by public subscription as a memorial to King Edward VII following his death in 1910.

It is possible that there exists a degree of local communal sentiment for the former Geelong Post Office on the part of the Geelong community, as associated with the building as a civic landmark, including special interest groups such as historical societies.

3.3 Attributes related to significance

Areas, elements and attributes that relate to the values described in the 'Assessment against Heritage Council of Victoria criteria' (Section 3.1) are identified in Table 1.

Table 1 Summary of heritage values and related attributes

Heritage Council criteria	**Attributes**	**Level of significance**
(a) Importance to the course, or pattern, of Victoria's cultural history	The former Post Office, specifically its external presentation	State and local
	The clock and chimes, which were funded by public subscription	Local
	The co-location of the former Post Office with a group of civic buildings south of Johnstone Park, including the former Telegraph Office (1857) to its west	Local
(d) Importance in demonstrating the principal characteristics of a class of cultural places and objects	The massing and external presentation of the former Geelong Post Office, particularly elements that are expressive of the French Second Empire style, including: the south and east elevations, the clock tower and those sections of the roof that are visible from the public realm	State and local
(e) Importance in exhibiting particular aesthetic characteristics	The south and east elevations, the clock tower and those sections of the roof that are visible from the public realm	State and local

3.4 Levels of significance

In the following section the individual areas and elements of the former Geelong Post Office are assessed for their relative significance, based on the contribution that they make to the overall significance of the place, including their original or early origin use, and their relative levels of intactness. This assessment provides a framework for the conservation policies and recommended treatment of fabric and elements included at Chapter 5.

Given the degree of internal change, primacy has been given to spaces that are intact in terms of plan form, as opposed to the identification of all original detail and finishes which generally survive as localised fragments. Surviving structural elements of the original building have also been assessed as significant, including the extant walls of the clock tower over all levels and the walls of the postal hall. This recognises that the postal hall is retrievable as a space in the centre of the building. It also recognises the postal hall walls are critical to the building's physical integrity.

The three levels of significance for the former Geelong Post Office are defined below, with the significance of the individual elements illustrated at Figure 39, Figure 40 and Figure 41. In this instance, the categories of 'primary', 'moderate' and 'little or no' significance have been applied.

Table 2 Definitions of levels of significance

Level of significance	**Definition**	**Attribute (s)**
Primary significance	Elements and fabric of primary significance make a substantial contribution to an understanding of the heritage significance of the former Post Office. They include original elements/fabric and variously relate to the property's historical and architectural values Elements and fabric of primary significance are generally intact as completed in 1891, although some areas have undergone alteration	External elements and fabric of primary significance include: • The clock tower, all levels and all elevations • The south elevation (Ryrie Street), including the postal arcade and first floor balcony, but excluding alterations to openings within the postal arcade – adaption of two postal counters to an opening and alterations to the doorway at the east end of the arcade (moderate significance) • The east elevation (Gheringhap Street), excluding the infilled entry (moderate significance) • The west elevation • The basement and first-floor level of the north elevation, and extant original external fabric on the ground floor, which is generally enclosed by the 1960s addition • The roof form as visible from the public realm, including the Mansard roofs to the four corners and extant chimneys Internal elements and fabric of primary significance include: • The clock tower interior, over all levels, including the original mechanism and chimes • Original walls of the clock tower on the ground and first levels (within rooms 1.02 and 2.13)

Level of significance	Definition	Attribute (s)
Moderate significance	Elements and areas of moderate significance make a comparatively limited contribution to the overall significance of the place as compared to elements and fabric of primary significance. These elements/areas may have been modified or altered; and/or provide evidence of later phases of the building's use and operation. They may also be original elements that performed a secondary or supporting function. Internal spaces of moderate significance are generally those that are intact in terms of plan form. They also include surviving structural elements of the original building for their contribution to an understanding of program, as well as being critical to the integrity of the building as a three-dimensional form	External elements and fabric of moderate significance include: • The infilled entry to Gheringhap Street (1914) • The adaption of two postal counters to an opening within the postal arcade (mid-twentieth century) • The modified entry to the former private delivery and stamp branch at the east side of the postal arcade (Ryrie Street) Internal elements and fabric of moderate significance include: • The basement (B01, B02, B03, B04 and the staircase, see Figure 39) • The main staircase at north end of the building • The postmaster's residential staircase and residential accommodation on Level 1 (2.01, 2.03-2.07, 2.26 and 2.27) • Room 2.13, Level 1 of the clock tower • Extant sections of the postal hall walls (ground level) • Extant sections of original walls on the alignment of the postal hall (first floor) – these walls originally faced the lanterns, and were external
Little or no significance	Elements and fabric of little or no significance at the former Geelong Post Office make a limited or no contribution to the overall significance of the place. These include elements which are not original and have limited intrinsic quality or significance, as well as elements which have undergone substantial alterations and change	External elements and fabric of little or no significance include: • The single-level addition (1960s) to the rear of the building, including its presentation to Gheringhap Street • The sections of the roof that are concealed in views from the public domain Internal elements and fabric of little or no significance include: • All areas except those identified as being of primary or moderate significance

3.5 Implications of significance

Implications arising from the summary of significance are identified at Table 3.

Table 3 Summary of implications of significance

Level of significance	**Implications**
Primary significance	Elements and fabric of primary significance should be retained and conserved in accordance with the principles of the *Burra Charter*.
Moderate significance	Elements and areas of moderate significance should preferably be retained and conserved in accordance with the *Burra Charter*, but provide greater flexibility with regard to potential removal, alteration and change. This is also balanced by an assessment of the practical consequences for the continued conservation and use of fabric and elements of high significance.
Little or no significance	Acceptable options for elements and fabric of little or no significance include retention, recycling and replacement by new construction or works in a way which has a minimum adverse effect on elements and spaces of primary significance, and the least practicable effect on elements and spaces of moderate significance.



Figure 39 Basement plan: levels of significance

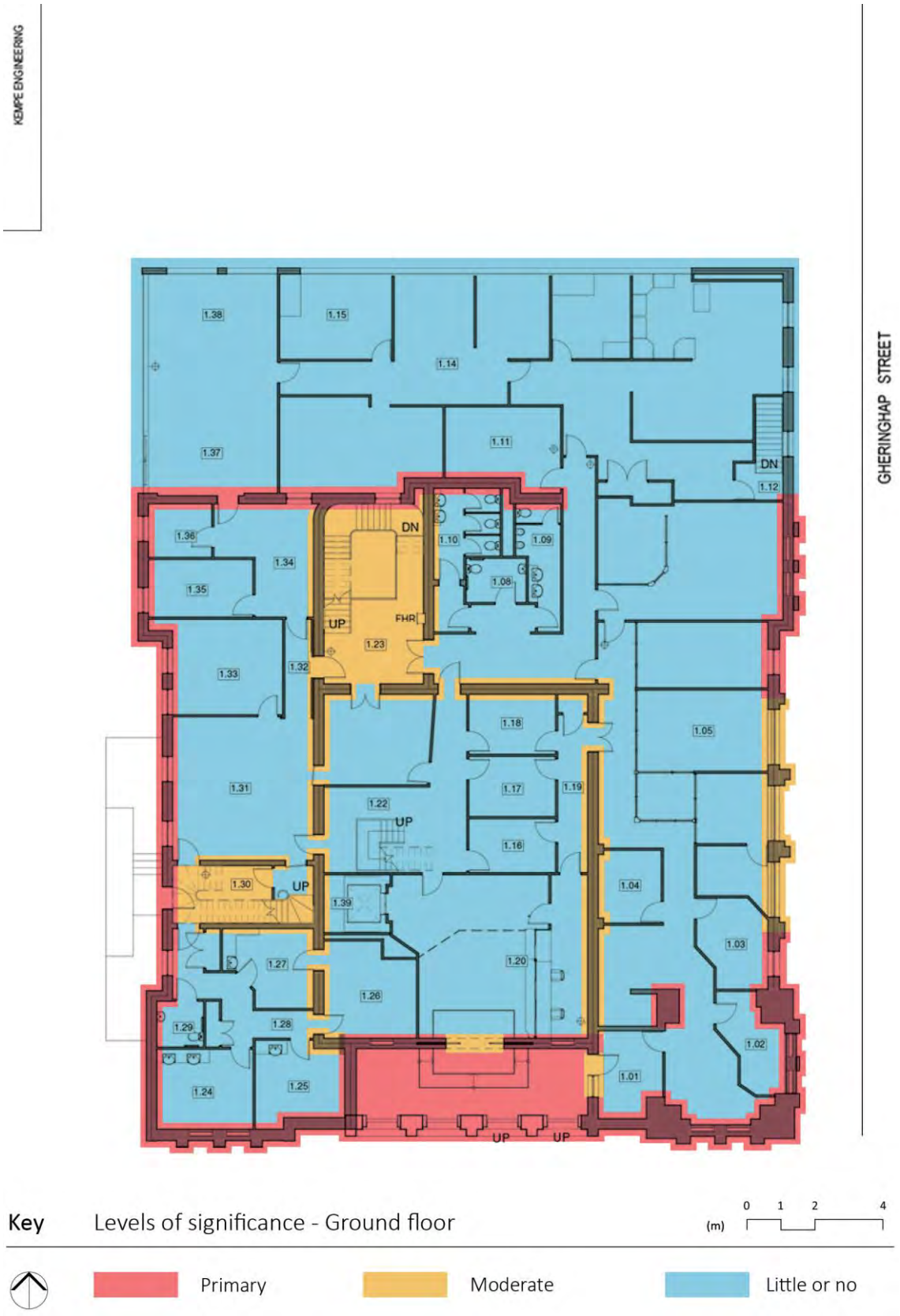


Figure 40 Ground floor plan: levels of significance



Figure 41 First floor plan: levels of significance

4.0 OPPORTUNITIES AND CONSTRAINTS

The following establishes a framework for the policies at Chapter 5. The policies, while addressing the conservation of the former Geelong Post Office and the site's assessed values, equally recognise that the future of the historic building depends upon it having a sustainable and viable future use. As such, the following addresses:

- The statutory recognition of the former Geelong Post Office for heritage reasons
- The application of planning and building regulations and controls
- The interests of stakeholders
- The condition of the building fabric
- Physical considerations relating to the former Geelong Post Office including:
    - > Its external presentation;
    - > The potential for internal alterations and consolidation of spaces; and
    - > The introduction of services.

4.1 Significance

The former Geelong Post Office was included in the Victoria Heritage Register in 1994, when the building ceased to operate as a post office. Consistent with the VHR entry, the property is included in the Schedule to the Heritage Overlay of the City of Greater Geelong Planning Scheme. It has also been classified by the National Trust. Citations for the statutory and non-statutory listings referenced above are at Appendix A. This CMP generally confirms the outcomes of the previous assessments.

4.1.1 *Implications of significance*

As identified in Chapter 3, the former Geelong Post Office is of historical and architectural significance to Victoria and locally. Implications arising from this assessment are that key aspects and attributes of the place should be conserved to retain this significance, including:

- The massing and external presentation of the former Geelong Post Office, particularly elements that are expressive of the French Second Empire style including the south and east elevations, the clock tower and those sections of the roof that are visible from the public realm
- Internal spaces that are intact to their plan form as completed in 1891
- The walls of the postal hall and internal walls of the clock tower on the ground and first floor levels
- The clock and chimes, which were funded by public subscription

4.2 Statutory obligations

The former Geelong Post Office is subject to the provisions of the following:

- *Heritage Act, 2017* (Victoria)
- *Planning and Environment Act, 1987* (City of Greater Geelong Planning Scheme)
- Building Code of Australia
- *Disability Discrimination Act, 1992*

4.2.1 *Heritage Act 2017* (Victoria)

The *Heritage Act 2017* is the Victorian Government's key piece of (non-Indigenous) cultural heritage legislation. It provides a legislative framework for the protection and conservation of places and objects of cultural heritage significance in Victoria.

The Act identifies and protects heritage places and objects that are of significance to Victoria, including:

- Historic archaeological sites and artefacts
- Historic buildings, structures and precincts
- Gardens, trees and cemeteries
- Cultural landscapes
- Shipwrecks and relics
- Significant objects

As well as establishing the Victorian Heritage Register (VHR), the Act also establishes the Heritage Inventory (HI, discussed further below) and the Heritage Council of Victoria.

Victorian Heritage Register

The former Geelong Post Office is included in the VHR (ID H1046) as a place of historical and architectural significance to Victoria. The extent of registration is given as:

1. All the building known as the former Geelong Post Office, marked B-1 on Plan 605788 [see Figure 42] endorsed by the Chairperson, Historic Buildings Council and held by the Director, Historic Buildings Council.
2. All of the land described in Certificate of Title Volume 5758 Folio 1151442 marked L-1, excluding the land marked Common Property on Plan 605788, endorsed by the Chairperson, Historic Buildings Council and held by the Director, Historic Buildings Council.

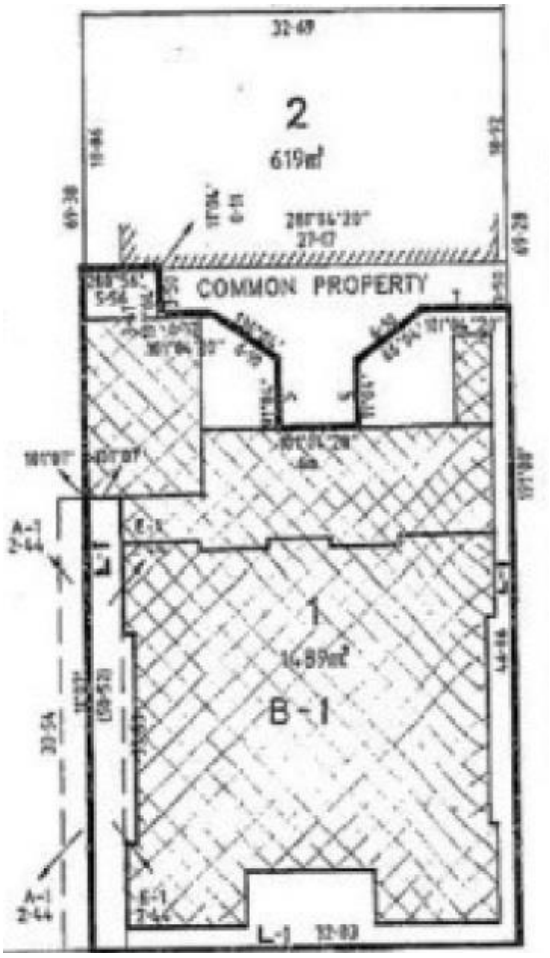


Figure 42 The extent of registration under the *Heritage Act, 2017*
Source: Victorian Heritage Database

The extent of registration does not align with the plan of subdivision of 1996 (see Figure 14, Chapter 1). As per the plan of subdivision, the former Post Office allotment covers an area of 1,300 square metres, while the extent of registration plan indicates that the former Post Office allotment is 1,489 square metres. As such, it is assumed that the 'common property' at the rear of the former Post Office – which is not subject to controls under the *Heritage Act* – extends into the former Telephone Exchange allotment to the north (now the premises of Kempe Engineering). It is recommended that the extent of registration is amended to capture the full Post Office allotment as indicated in the plan of subdivision (see also Policy 8 'Heritage Curtilage', Chapter 5).

It is also noted that there is no permit policy or suite of permit exemptions associated with this registration. As related to the process of amending the extent of registration, it is recommended that a permit policy and suite of exemptions are prepared for the property, to assist with the future management of its cultural heritage significance (see Chapter 6).

Works applications

A permit is required from Heritage Victoria for all works to the former Geelong Post Office and the immediate curtilage to the south, east and west. The area noted as 'common property' at Figure 42 is not subject to controls under the *Heritage Act, 2017*, although it is recommended that consideration be given to amending this arrangement, which appears to predate the 1996 subdivision (see discussion above, and Policy 8, Chapter 5).

'Works' requiring a permit from Heritage Victoria are identified as follows:

- Building extensions, constructions, interior works, demolition or relocation of buildings and structures, changes of colour schemes and signage
- Construction of new buildings and garden structures such as fences or decks, pathways and driveways, and changes of materials
- Works to registered trees and gardens which are not regular maintenance works
- Excavations at registered sites or damage or alteration to an archaeological artefact
- Relocation, repair and conservation treatment of objects[55]

Where a permit is required, an application is made to the Executive Director (ED) of Heritage Victoria which includes an application form, application fee, property title, heritage impact statement, architectural drawings and any other relevant information which will assist in the assessment of the application.

The following matters to be considered in determining applications are identified at Section 101 of the *Heritage Act 2017:*

> (2) In determining whether to approve an application for a permit, the ED must consider the following—
>
> (a) the extent to which the application, if approved, would affect the cultural heritage significance of the registered place or registered object;
>
> (b) the extent to which the application, if refused, would affect the reasonable or economic use of the registered place or registered object;
>
> (c) any submissions made under section 95 [*s. 95 refers to written submissions received during public notice of an application*] or 100 [*s. 100 refers to submissions received as part of the referral process to responsible authorities and municipal councils*];

(d) if the applicant is a public authority, the extent to which the application, if refused, would unreasonably detrimentally affect the ability of the public authority to perform a statutory duty specified in the application;

(e) if the application relates to a listed place or to a registered place or registered object in a World Heritage Environs Area, the extent to which the application, if approved, would affect—

(i) the world heritage values of the listed place; or

(ii) any relevant Approved World Heritage Strategy Plan;

(f) any matters relating to the protection and conservation of the registered place or registered object that the ED considers relevant.

(3) In determining whether to approve an application for a permit, the ED may consider—

(a) the extent to which the application, if approved, would affect the cultural heritage significance of any adjacent or neighbouring property that is—

(i) included in the Heritage Register; or

(ii) subject to a heritage requirement or control in the relevant planning scheme; or

(b) any other relevant matter.[56]

The ED has a statutory timeframe of 60 days in which a permit application must be processed, however, an additional 60 days can be granted by the Heritage Council – an extension of time typically occurs for complex applications. The initial 60-day timeframe may be extended if additional information is requested, at which time the 'clock' stops until that information is provided. If the proposed works could have a detrimental impact on the significance of the place, the permit application may be advertised in a local newspaper and by way of signs at the subject site. The application would be advertised for a duration of (a minimum of) 14 days and interested parties are invited to provide submissions in relation to the proposal.

The permit application would also be referred to the Responsible Authority (generally the local Council) for comment. The *Heritage Act 2017* formalises arrangements for referral of permit applications to relevant councils or responsible authorities and requires the ED, Heritage Victoria, to consider any submission in relation to these referrals in determining permit applications.

Following advertising and comments from the Responsible Authority, the ED will assess the application, and if the proposal is appropriate a permit is issued. If a permit application is refused or an applicant does not agree with the conditions imposed on the permit, there is an avenue of appeal to the Heritage Council of Victoria. The appeal must be lodged within 60 days of the ED's determination.

If the proposed works are minor in nature and/or do not affect areas of heritage significance, it may be possible to apply for a permit exemption under Section 92(3) of the *Heritage Act 2017.* In this instance a formalised permit application process is not required, however detailed correspondence and documentation is still lodged with Heritage Victoria to enable the proposal to be assessed.

Heritage Inventory

Significant archaeological sites which are more than 75 years old (this includes all archaeological sites which are more than 75 years old except sites which are determined to be of low archaeological value),

as well as all approved sites of archaeological value which are less than 75 years old, are protected under the *Heritage Act 2017*.

Section 132 of the *Heritage Act 2017* specifies that it is an offence to disturb an archaeological site or artefact unless approval (by way of consent) has been obtained from the ED of Heritage Victoria. The *Heritage Act 2017* also includes review rights for consent to disturb an archaeological site.

Any works which disturb an archaeological site must immediately cease and Heritage Victoria contacted immediately. In order to determine the potential for archaeological remains within a site and where ground disturbance is proposed (regardless of inclusion on the VHI), a predictive archaeological assessment is typically undertaken. This assessment would generally comprise historical research to establish the progressive development and evolution of a given site over time, as well as an assessment of the current site conditions. This assessment would identify areas of the site which have been subject to disturbance, and consequently areas of greater or lesser archaeological potential. This predictive assessment assists to ensure that all archaeological remains are appropriately managed. If the site is included on the VHI, or if the assessment determines that there is archaeological potential, the predictive archaeological assessment would form part of an application to Heritage Victoria for consent to carry out work and would also inform future works on the site.

If required, a consent application would also require the following archaeological investigation documentation to be submitted to Heritage Victoria:

- Outline of proposed development works, identifying the area of heritage impact
- Statement of significance for the Heritage Inventory (HI) site
- Research design
- Excavation methodology
- Artefact retention policy
- Artefact management proposal
- Curriculum vitae of the project archaeologist and conservator
- Letter detailing engagement of project conservator.
- Consent application fee

Archaeological consent for works to historical archaeological sites will incur fees depending on the type of work proposed (i.e. uncover and expose an archaeological site, excavate an archaeological site or part of an archaeological site, damage and disturb an archaeological site, test archaeological investigations, or consent to possess or dispose of archaeological artefacts).

The former Geelong Post Office site is not included in the HI. However, there exists some potential for archaeological evidence associated with previous land uses and activities in the rear courtyard – the space between the Post Office and the former Telephone Exchange, part of which is within the boundary of the former Post Office site. The potential for subsurface artefacts/evidence associated with the 1855 Post Office can also not be discounted (see Policy 20 at Chapter 5).

4.2.2 *Planning and Environment Act, 1987: City of Greater Geelong Planning Scheme*

Heritage places of local significance are identified in the local Planning Scheme and protected through a Heritage Overlay. Local Government Authorities are responsible for issuing planning permits for the use and development of heritage places under the *Planning and Environment Act 1987*. The relevant planning scheme under the *Act* is the City of Greater Geelong Planning Scheme, which identifies the zoning for the site and applicable overlays.

The former Geelong Post Office is included as a site-specific Heritage Overlay (HO213) in the Planning Scheme, consistent with its Heritage Victoria registration. The property is also located within HO1640 'Civic Centre Heritage Area' (see Figure 43).

Pursuant to the Heritage Overlay provisions at Clause 43.01-2, no permit is required to develop a heritage place which is included in the VHR. This is on the basis that the Heritage Victoria is the responsible authority for heritage issues on the site; all works at the site are subject to the permit requirements of the *Heritage Act*. It is noted, however, that all applications made to ED, Heritage Victoria, are required to be referred to the local Council (in this case the City of Greater Geelong) for comment. Further, Section. 101 (3)(a)(ii) of the *Heritage Act* allows the ED to consider potential impacts on the cultural heritage significance of any adjacent or neighbouring property that is subject to a heritage control. In the context of the former Post Office, this means that the ED may consider the impacts of future works at the subject site on the Civic Centre Heritage Area.

In addition to the provisions of Clause 22.09 'Cultural Heritage', Clause 22.31 'Civic Centre Heritage Area' and Clause 43.01 'Heritage Overlay', Schedule 36 to the Design and Development Overlay (DDO36) of the Geelong Planning Scheme applies to the former Post Office. DDO36 stipulates height controls relating to helicopters landing at Geelong Hospital, at the intersection of Ryrie and Bellerine streets approximately 750 metres to the east of the former Post Office. Under the provisions of DDO36, a permit is, 'not required to construct a building or to construct or carry out works with a constructed height that is not more than 25.0 metres above ground level'.

The former Post Office also subject to the provisions of Clause 44.05 'Special Building Overlay', which identifies land in urban areas liable to inundation by overland flows from the urban drainage systems, and establishes policies to manage associated risks, including the effects of new development.

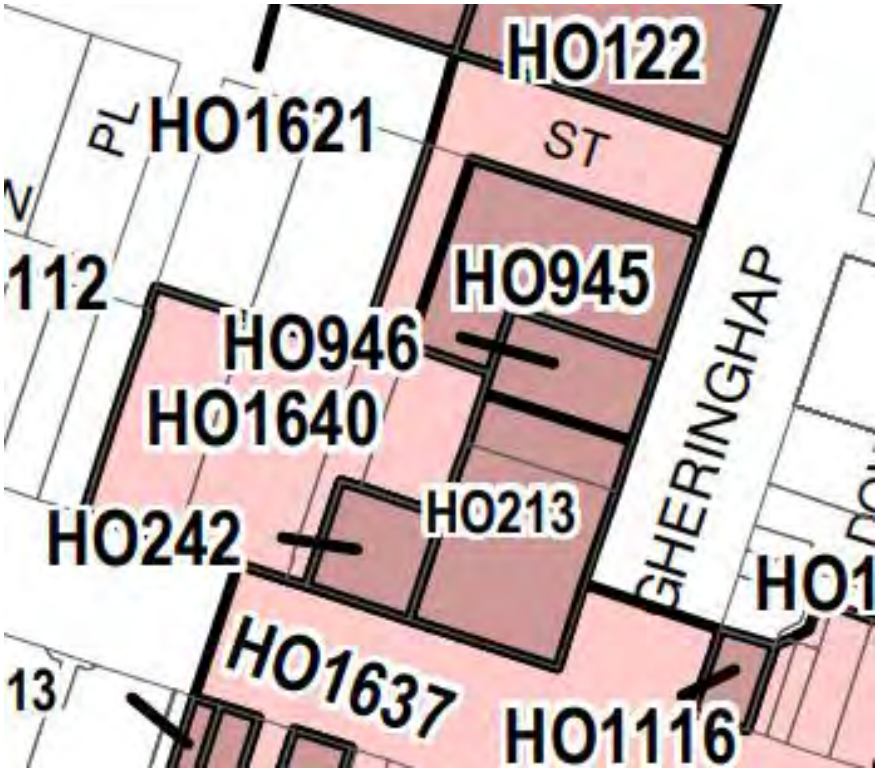


Figure 43 Detail of City of Greater Geelong Planning Scheme map 5 HO: the former Post Office is HO213, and the Civic Centre Heritage Area is HO1640
Source: City of Greater Geelong Planning Scheme online, accessed 3 December 2018

4.2.3 *National Construction Code (BCA) compliance*

The National Construction Code (NCC) addresses all building compliance requirements as related to specified classes of buildings. In Victoria the NCC operates in conjunction with the *Victorian Building Regulations* 2018 and under the provisions of the *Building Act*, 1993. In its formulation and reference to relevant construction standards the NCC has necessarily been developed for new construction. In this regard the application, wholesale to the refurbishment or redevelopment of a heritage building has the potential to have significant impacts, particularly if a 'full compliance' with the code is triggered.

Addressing this issue, the *Victorian Building Regulations*, 2018, provide for some flexibility where alterations are proposed to existing buildings, under Part 16, Regulation 233.

This regulation states as follows:

> *233 Alteration to existing building*
>
> (1) Building work to alter an existing building must comply with these Regulations.
>
> (2) Subject to regulations 234 and 236, if the proposed alterations to an existing building, together with any other alterations completed or permitted within the previous 3 years, relate to more than half the original volume of the building, the entire building must be brought into conformity with these Regulations.
>
> (3) Despite sub-regulations (1) and (2) and subject to sub-regulation (6), the relevant building surveyor may consent to partial compliance of building work or an existing building with sub-regulation (1) or (2).
>
> (4) In determining whether to consent to partial compliance with sub-regulation (1) or (2) in respect of any alteration to a building, the relevant building surveyor must take into account—
>
> (a) the structural adequacy of the building; and
>
> (b) the requirements necessary to make reasonable provision for—
>
> (i) the amenity of the building and the safety and health of people using the building; and
>
> (ii) avoiding the spread of fire to or from any adjoining building.
>
> (5) Any consent to partial compliance under sub-regulation (3) must be in the form of Form 18.
>
> (6) If any part of the alteration is an extension to an existing building, the relevant building surveyor may only consent to partial compliance in respect of the extension if the floor area of the extension is not greater than the lesser of—
>
> (a) 25% of the floor area of the existing building; and
>
> (b) 1,000m2

In addition, the *Building Act*, 1993 provides for further consideration of dispensation to compliance requirements in the case of buildings included in the VHR.

The relevant section states:

> *28 Historic buildings and special buildings*

(1) Despite section 24, the relevant building surveyor may issue a building permit for the carrying out of building work that does not comply with the building regulations if the work is to be carried out on, or in connection with—

(a) a building included on the Heritage Register established under the *Heritage Act 2017*.

(2) The building permit may be issued to enable the carrying out of work appropriate to the style, manner of construction and materials of the building.

(3) In deciding an application for a building permit in respect of a building to which subsection (1) applies, the relevant building surveyor must take into account—

(a) the structural adequacy of the building; and

(b) the requirements necessary to make reasonable provision for the amenity of the building and the safety and health of people using the building.

(4) The consent and report of the ED under the *Heritage Act 2017* must be obtained to an application to demolish or alter a building which is on a register established under that Act.

In developing a response to building regulatory requirements a third factor to consider is that of the opportunity to develop 'Performance Solutions' to the NCC 'Performance Requirement' as opposed to applying 'Deemed-to-Satisfy' solutions.

In adopting such an approach, there may be scope to demonstrate that traditional construction practice as supported by relevant expert advice can meet the performance requirements of the NCC, albeit not compliant with current new construction standards.

Having regard to the above considerations in developing a design response to conservation and new works careful consideration needs to be given to the actions which might trigger full code compliance obligations and if this is the case, the nature of dispensations which might be sought. Activities and compliance requirements which have the potential to have the greatest impact on the fabric include those at Table 4.

Table 4 Impacts associated with compliance requirements

Issue	***Potential impact***
Hazardous materials removal	Loss of evidence of original and early decorative finishes and/or destruction of significant fabric. See also Section 4,4,1, and Policy 12, Chapter 5
Seismic compliance	Introduction of new structure requiring significant intervention into original fabric
Energy performance (NCC Section J) compliance	Replacement of original materials (glass) and introduction of insulating material
Fire protection and separation	Introduction of fire services and new fabric to provide fire separation

4.2.4 *Disability Discrimination Act, 1992*

Access for people with a disability as relevant to future works to the former Geelong Post Office are addressed under the *Disability Discrimination* Act (DDA), 1992, and also under the NCC and the Australian Human Rights Commission 'Premises Standards'. While the DDA sets out compliance requirements it is a document which also provisions for complaints where these requirements are not met. In the case of the NCC, the requirements under Part D3 are express requirements which must be met under the Deemed to Satisfy provisions or by way of a Performance Solution. Additionally, the Premises Standards provide guidance on both new works and works to existing buildings to meet access requirements.

Having regard to these documents bringing heritage buildings into compliance typically requires a carefully resolved design response which frequently requires a balancing of access and heritage outcomes. Given the absolute need to provide equitable access, design solutions for upgrading and reuse need to be developed in a manner which optimises access points and paths of travel to avoid multiple interventions.

As the former Post Office building, DDA access is via the two arches at the west of the former postal arcade (Ryrie Street).

4.3 Stakeholders

At a general level, individuals and organisations with an interest in the former Post Office (stakeholders) fall into two categories: statutory and/or services authorities responsible for ensuring the appropriate management of the place; and individuals, groups or entities with a particular interest in the building. Stakeholders likely to have an interest in and/or concern for the former Post Office are identified below.

4.3.1 *Heritage Victoria*

Heritage Victoria (HV) is concerned with the protection and conservation of the identified heritage values of the former Geelong Post Office. The management of the former Telegraph Station (1857, H 1527), directly to the west of the subject property, is also the responsibility of HV under the provisions of the *Heritage Act, 2017*.

4.3.2 *The City of Greater Geelong*

The City of Greater Geelong (Geelong Council) has a strong interest in the protection and maintenance of the former Post Office, both in its own right and for its contribution to the Civic Centre Heritage Area (HO 1640).

As noted, the Council will be a referral authority for works applications for the former Geelong Post Office.

4.3.3 *Special interest groups*

A number of associations/groups have an interest in the former Post Office, in its own right and as part of Geelong's historic civic precinct, including associations/groups whose principal areas of interest relate to heritage and local history. Groups with an interest in ensuring the protection of the building's formal architectural qualities, as well as its historical significance and associations, are likely to include the National Trust of Australia (Geelong and region branch) and local historical societies.

4.3.4 *General public*

The former Post Office is a long-standing and prominent feature of Geelong's urban landscape. It is also a visually distinguished building that is associated with a significant phase in the city's growth and consolidation. It can be anticipated that there will be a degree of public interest in proposals for change, new works and adaptive re-use of the building. Parties with an interest in such proposal are

likely to include Kempe Engineering, owner of the former Telephone Exchange (1939) at 50 Gheringhap Street.

4.4 Condition

4.4.1 *Built fabric*

The external presentation of the former Post Office has not changed significantly since construction, the major changes to the principal (street-facing) elevations being: alterations to openings within the postal arcade (Ryrie Street); the infilling of the Gheringhap Street arcade; and the removal of the steps to the Gheringhap Street arcade. Areas of render removed during the 1970s have been reinstated. At a general level, the building is in a sound condition externally, and there are no known impediments to the on-going use of the building or its adaptation as a consequence of structural integrity.

The internal planning and character of the building has been subject to significant change since 1891, and further change can be anticipated if/when the building comes under new ownership. Commentary about appropriate future uses for the building is provided at Policy 13 'Use', Chapter 5, and a summary of opportunities and constraints relating to the management of the interior is provided at Policy 14 'Changes to significant fabric and elements', Chapter 5.

4.4.2 *Hazardous materials*

An Asbestos Register Review of the building was undertaken by Bureau Veritas HSE Pty Ltd in 2013. The review confirmed the presence of non-friable cement materials in the form of flat sheet cement in the building. Based on their condition in 2013, no specific control measures were considered necessary.[57] Further, it was anticipated by Bureau Veritas that a fibrous backing layer may be present to the vinyl sheeting located on the ground floor. A negative air enclosure is recommended during works to remove the vinyl.[58] The Bureau Veritas report also includes recommendations for the management of hazardous materials in the event of refurbishment and demolition works. The document also establishes protocols for labelling of asbestos-containing materials, maintenance of hazardous materials and removal of asbestos-containing materials. These protocols should be observed.

5.0 CONSERVATION POLICY AND MANAGEMENT PLAN

This conservation policy is based on the assessment of cultural significance at Chapter 3 and informed by the opportunities and constraints identified at Chapter 4.

The objective of the conservation policy is to provide direction and guidance on the conservation and management of the subject site (83 Ryrie Street, Geelong), and to inform consideration of future change, including adaptation and site development.

5.1 Definitions

The terminology used in this chapter is of a specific nature. The following definitions are from the *Burra Charter: The Australia ICOMOS Charter for Places of Cultural Significance, 2013* (Article 1), as endorsed by all statutory and national heritage bodies.

Place means a geographically defined area. It may include elements, objects, spaces and views. Place may have tangible and intangible dimensions.

Cultural significance means aesthetic, historic, scientific, social or spiritual value for past, present or future generations.

- Cultural significance is embodied in the *place* itself, its *fabric*, *setting*, *use*, *associations*, *meanings*, records, *related places* and *related objects*.
- Places may have a range of values for different individuals or groups.

Fabric means all the physical material of the *place* including elements, fixtures, contents and objects.

Conservation means all the processes of looking after a *place* so as to retain its *cultural significance*.

Maintenance means the continuous protective care of a *place*, and its *setting*.

Maintenance is to be distinguished from repair which involves *restoration* or *reconstruction*.

Preservation means maintaining a *place* in its existing state and retarding deterioration.

Restoration means returning a *place* to a known earlier state by removing accretions or by reassembling existing elements without the introduction of new material.

Reconstruction means returning a *place* to a known earlier state and is distinguished from *restoration* by the introduction of new material.

Adaptation means modifying a *place* to suit the existing *use* or a proposed use.

Use means the functions of a *place*, including the activities and traditional and customary practices that may occur at the place or are dependent on the place.

Compatible use means a *use* which respects the *cultural significance* of a *place*. Such a use involves no, or minimal, impact on cultural significance.

Setting means the immediate and extended environment of a *place* that is part of or contributes to its cultural significance and distinctive character.

Related place means a *place* that contributes to the *cultural significance* of another place.

Related object means an object that contributes to the *cultural significance* of a *place* but is not at the place.

Associations mean the special connections that exist between people and a *place*.

Meanings denote what a *place* signifies, indicates, evokes or expresses to people.

Interpretation means all the ways of presenting the *cultural significance* of a *place*.

5.2 General policies

Policy 1 Significance as the basis for future conservation and management

The statement of significance included in this CMP should be the principal basis for the future management and conservation of the former Geelong Post Office at 83 Ryrie Street, Geelong.

Specific conservation objectives should include:

- Managing in accordance with the significance attributed in this CMP (Chapter 3). In general terms, the implications of the identification of significance are as follows:
    - > Elements, areas and fabric of primary and/or moderate significance should be retained and conserved according to the principles of the *Burra Charter* (2013)
    - > Elements, areas and fabric identified as being of little or no significance can be retained, re-used or replaced by new construction or works in a way which has a minimum or no adverse effect on elements, areas and fabric of primary and moderate significance
- The retention and conservation of elements, areas and fabric of primary and moderate significance in accordance with the policies and recommendations in this CMP (see also Policy 9).
- A sensitive and respectful approach to adaptation, new works and future development where elements, areas and fabric of primary and moderate significance may be affected.

Policy 2 Adoption of the Burra Charter

The conservation and management of the subject site should be carried out in accordance with the principles of the Burra Charter *(2013).*

When assessing the suitability of proposed works to significant buildings and elements at the subject site, the principles of the *Burra Charter* and its practice notes should be referenced. These principles provide guidance on the conservation and adaptation of places and elements identified as being of cultural heritage significance.

Policy 3 Adoption of policies

The policies included in this CMP should be endorsed and adopted by the present and future owners and managers of the former Geelong Post Office and should form the primary guide for its management.

This CMP should inform the future development of the former Geelong Post Office. The present and future owners of the site should adopt and implement the policies of the CMP as the key guiding reference in terms of managing change and future development within the site.

Policy 4 Specialist advice and skills

Advice from qualified heritage practitioners should be sought before any action is proposed or undertaken that could have an impact on significant built fabric at the subject site.

Where works to significant built fabric or elements are proposed, or where technical advice is needed, it is important to select consultants and contractors with proven experience in the relevant field. This applies to the development of strategic approaches to undertaking works, as well as to the delivery of conservation works.

Policy 5 Compliance with legislation

The City of Greater Geelong (and future owners) should develop and implement protocols for compliance with all applicable legislation, including the Heritage Act, 2017 (Victoria).

Protocols to promote compliance with all applicable legislation should include triggers to ensure compliance with the *Heritage Act, 2017*, being the key piece of legislation that applies directly to management of the heritage values of the former Post Office.

In the event that actions with the potential to have a significant impact on the heritage values of the former Post Office are contemplated, the building owner should consult with Heritage Victoria.

Policy 6 Stakeholder liaison

The City of Greater Geelong (and future owners) should consult with the stakeholders identified at Chapter 4 (Section 4.3) and other parties/individuals as relevant, on matters affecting the heritage values of the former Post Office.

Individuals and organisations (stakeholders) with a particular interest in the former Post Office should be advised of any proposals with the potential to impact on the identified values of the place and provided with opportunities to comment. This may be conducted via public advertising (general public) or direct contact.

Policy 7 Review of the CMP

Consistent with best practice, this CMP should be reviewed and updated every five years (by 2023).

The subject site is a place where use of buildings/areas have changed over time and where future change – including new development – is anticipated. Major physical change to the place would be a trigger for a review of this CMP. Other triggers include instances where:

- Major change occurs as a result of an accident or misadventure (i.e. vandalism or fire); and
- The CMP is found to be out of date with regards to significance

5.3 Conservation policies

Policy 8 Heritage curtilage

The heritage curtilage for the former Geelong Post Office should be defined as the property boundary.

The 'heritage curtilage' for a building, complex or site has been defined as, 'the area of land (including land covered by water) surrounding an item or area of heritage significance which is essential for retaining and interpreting its heritage significance'.[59] A heritage curtilage should include all significant elements and establish an area which is managed to ensure the maintenance of heritage significance. Identification of land to be included within a heritage curtilage does not preclude change within this area. Land within a heritage curtilage does, however, need to be managed so as not to adversely impact on setting, presentation or significance of a heritage place.

The former Post Office is a commanding and powerful presence on its prominent corner site, in large part due to its five-level clock tower. It is not a building that relies for its significance on buildings or elements that are peripheral to its title boundary. On this basis, there is no heritage imperative to consider a heritage curtilage that extends beyond the title boundary (Figure 44).



Figure 44 The title boundary is recommended at the heritage curtilage for the former Post Office (highlighted)
Source: Plan of Subdivision, PS 344283Q, Landata

Policy 9 Conservation of significant fabric and elements

Significant fabric and elements at the former Geelong Post Office should be conserved.

'Significant' fabric/elements should be understood as referring to those elements and areas identified as being of primary and moderate significance at Chapter 3.

External elements and fabric of *primary* significance are:

- The clock tower, all levels and all elevations, including original sections of internal walls on the ground and first floor levels
- The south elevation (Ryrie Street), including the postal arcade and first floor balcony, but excluding alterations to openings within the postal arcade – adaption of two postal counters to an opening and alterations to the doorway at the east end of the arcade (moderate significance)
- The east elevation (Gheringhap Street), excluding the infilled entry (moderate significance)
- The west elevation
- The basement and first-floor level of the north elevation, and extant original external fabric on the ground floor, which is generally enclosed by the 1960s addition
- The roof form as visible from the public realm, including the Mansard roofs to the four corners and extant chimneys

Internal elements and fabric of *primary* significance are:

- The clock tower interior, over all levels, including the original mechanism and chimes

External elements and fabric of *moderate* significance include:

- The infilled entry to Gheringhap Street (1914)
- The adaption of two postal counters to an opening within the postal arcade (mid-twentieth century)
- The modified entry to the former private delivery and stamp branch at the east side of the postal arcade (Ryrie Street)

Internal elements and fabric of *moderate* significance include:

- The basement (B01, B02, B03, B04)
- The main staircase at north end of the building, extending from the basement to the first floor
- The postmaster's residential staircase and residential accommodation on Level 1 (2.01, 2.03-2.07, 2.26 and 2.27)
- Room 2.13, Level 1 of the clock tower
- Extant sections of the postal hall walls (ground level)
- Extant sections of original walls on the alignment of the postal hall (first floor) – these walls originally faced the lanterns, and were external

Policy 10 Views and visual relationships

Views and visual relationships that support an understanding of the site's historical and architectural significance should be maintained.

Key views and visual relationships are summarised below (see also Figure 45):

- Views of the former Post Office that support an understanding of the property's historical and aesthetic significance are those looking east-west along Ryrie Street (the location of the main entry and the principal elevation) and looking north and north-west from Ryrie Street along Gheringhap Street.
- The visual relationship between the former Post Office and the Telegraph Office (1857) to the west is also important in supporting an understanding of this section of Ryrie Street as being associated with the provision of communications services to Geelong and the broader region since the mid-1850s. The relationship of the Telegraph Exchange with the Post Office is primarily historical, the 1939 building being located to the rear of the Post Office and physically separated by an at-grade car park.

Policy 11 Remedial works and cyclical maintenance of significant built fabric

Programs of priority maintenance, remedial works and cyclical maintenance should form the basis for on-going care of the significant fabric at the former Geelong Post Office.

The fabric of historic buildings will deteriorate over time due to the effects of age, weather and use. Poor maintenance can hasten the decline and decay of fabric, which can be expensive to rectify if not addressed quickly. It may also result in the loss of significant heritage fabric which can in turn impact on the heritage values of the place.



Figure 45 Key views of the Post Office are identified in pink; visual relationships are in blue
Source: www.nearmap.com.au

The establishment of a cyclical maintenance programme will help to retard deterioration and, following any refurbishment works, will limit future deterioration of restored original or introduced new material.

Broadly, the approach to maintenance should firstly be to maintain and ensure that the significant original and early fabric does not deteriorate further and secondly to maintain all existing fabric. *Ad hoc* repairs or patch ups should be avoided.

Regular inspections of the building's fabric should occur, with an emphasis on susceptible areas such as guttering and downpipes, door and window openings. Generally, day-to-day maintenance work can be carried out in accordance with the conservation policies provided in this CMP and without reference to a conservation specialist. However, major maintenance works should be undertaken under the direction of an appropriately qualified conservation practitioner.

The primary aim of repair work should be to retain as much of the historic material as possible. In most cases involving repairs to significant fabric, the advice of a heritage practitioner will be required prior to undertaking the works, to ensure the significant fabric is treated appropriately.

Maintenance

Maintenance addresses works to all existing components of the place, including fabric and setting. Introducing new elements (such as new structures) or changing and adapting the existing building are not matters of maintenance and are addressed in policies and recommendations included elsewhere in this CMP.

Typical maintenance works include:

- Cleaning out gutters, drainage systems and other water storage and drainage areas
- Securing and replacing roof and external wall fabric, glazing and timberwork in an appropriate and sympathetic manner (may require specialist input)

- Maintaining existing equipment and services
- Maintaining existing power or pipelines or other services where this involves no alteration to the fabric of the place
- Replacing or upgrading services (may require specialist input for substantial works)
- Removal of modern, non-structural additions/accretions, such as the planter boxes in the infilled arcade to Gheringhap Street

Regular monitoring of the condition of significant fabric is also an important aspect of maintenance.

With regard to the recommended cyclical inspection and maintenance programme, the following sets out a desirable minimum program for cyclical maintenance.

Annual:	Roof cladding, gutters, downpipes, drains and surface drainage, bird-proofing, roof space, security and fire precautions, plumbing, electrical and data cables and appliances, windows and doors and general safety
	Ceilings, floors, stairs, joinery, fixtures and fittings, tiling and building services
4–5 years:	External walls, external joinery other than for windows and doors and lighting

Repairs

From a heritage perspective it is generally recommended that repairs of significant buildings and structures should involve replacing 'like with like,' i.e. the replacement of material (missing, deteriorated or broken) with fabric to match the existing. Accepting this principle, it is also important to determine if the material proposed for replacement is appropriate (it may not be original). The advice of a qualified heritage practitioner should be sought on this. Wherever possible, only actual decayed fabric of a heritage structure should be replaced, instead of the whole host element.

Repairs to significant structures should also, in preference, be carried out by appropriately skilled staff or contractors, and may require in some cases prior analysis of the composition of the fabric to be repaired/replaced (i.e. mortars, renders and surface treatments).

Specialist input may also be required for the identification and eradication of any damage caused by pest infestations. Rectification may involve repair to, or replacement of, damaged fabric.

Policy 12 Hazardous materials

Removal of hazardous materials from the former Geelong Post Office should seek to minimise physical impacts on significant fabric and elements.

As noted in Chapter 4 (Section 4.4.2), there are asbestos-containing materials at the former Post Office, specifically non-friable cement materials in the form of flat sheet cement and (probably) a fibrous backing layer to vinyl sheeting.

At such time as there is a requirement for removal of hazardous materials, the key consideration from a heritage perspective will be to conduct their removal with minimal physical impacts on significant fabric and elements.

5.4 Use, adaptation and development

Policy 13 Use

The future use (or uses) of the former Geelong Post Office, should be compatible with the assessed values of the place so that its cultural significance is maintained and conserved.

The subject property was designed for a combination of administrative, commercial, office and residential functions. Over time, the uses of the building have changed in response to evolving needs and technological advances (for instance, the automatic telephone exchange installed in 1912). Generally speaking, the building's original (and subsequent) uses are not overtly expressed in the physical fabric.

Continued use of the former Geelong Post Office as an office would be compatible to its historic values. It is, however, acknowledged that the building does not meet contemporary needs or expectations as office space. It is also noted that, based on CoGG's recent experience, office use within the existing building shell may not be commercially sustainable. While a discussion on the merits of public versus private ownership of the site goes beyond the scope of this report, adaptation for residential or commercial purposes would also align comfortably with the building's original and early uses, as would its use as a theatre, hall or other meeting place.

Regardless of what use, or combination of uses, is identified, it can be anticipated that a degree of physical change to the building will be required to create a viable footprint. Guidelines for works to the existing building, and the introduction of additions/new works, are provided at Policy 14.

A key consideration in an adaptive re-use of the 1891 building will be to ensure that the assessed values of the former Post Office are maintained. These values are both tangible (built fabric) and intangible (historical significance). The values that relate to tangible elements can be maintained through conservation works and on-going management. The historical values can be maintained through conservation of the original/early building fabric, supplemented by on-site interpretation (see Policy 19 'Interpretation and promotion of heritage values').

Policy 14 Changes to significant fabric and elements

Physical alterations to the former Geelong Post Office should be limited to works that do not diminish its cultural heritage values.

The former Post Office has been subject to incremental physical change since the early twentieth century. These changes have been both external (removal of the Gheringhap Street steps and infilling of the arcade; modifications to openings within the postal arcade; and the rear addition to the ground floor) and internal. Almost all areas of the building interior have been modified at least once, through the consolidation of spaces and/or the introduction of the new openings.

Consequences of the extent of internal change are that:

- There is very limited ability to perceive the complex arrangement of zonal planning that distinguished the building as designed;
- Original details and finishes (i.e. sections of skirting board and cornices) generally survive as localised fragments rather than coherent fit-outs to spaces;
- Internal spaces that are generally intact as built have been assessed as being of moderate significance (Chapter 3); and
- The former postal hall has been assessed as being of moderate significance (Chapter 3), recognising that this space, although much-altered, remains legible in plan form and has the potential to be retrieved as a single volume in the centre of the building.

From a heritage perspective, further physical and functional change can reasonably be contemplated at the subject site, providing that it does not diminish the cultural heritage significance of the place overall.

General principles

The future use of the former Post Office is likely to require physical change in the form of alterations, demolition and extensions. Where this occurs, the overriding objectives are firstly to retain and conserve significant fabric and elements, and to undertake works in a manner that is sensitive to the valued presentation of significant fabric and elements. New works should be clearly identifiable as such.

The extent of change to the building, particularly internally, is such that there is no imperative for reconstruction to an earlier or original form. It is also noted that the original plan, while of interest in promoting an understanding of the combination of uses accommodated within the building, was a pragmatic response to need as opposed to an architectural resolution of note or significance. Further, this plan is recorded in the original drawings for the building. However, original spaces should be maintained (spaces of moderate significance, including the surviving original staircases and the postmaster's residence on the first floor), and original internal details, including fire places, chimney breast, cornices and the like, should be retained where possible. It is also noted that sufficient physical and documentary evidence survives to allow for the retrieval of the postal hall.

Table 5 Former Geelong Post Office exterior – principles to guide change

Element	**Principles to guide future change**
Building envelope	• The building envelope should be retained, including the street-facing roof slopes (i.e. those finished with slate, visible from the public realm). • Future paint treatments should be informed by paint scrape analysis of rendered areas that are known to be original (i.e. areas that were not removed during the 1970s, see Figure 13). The building's existing paint finish dates to 2002 – the finish is Dulux Driftwood Powdercote.[60] It is in generally good condition and is broadly consistent with the building's historic pale-coloured presentation. • There is no potential for the removal of render.
South elevation (Ryrie Street)	• Opportunities to return modified openings within the postal arcade to their original form should, in preference, be explored, subject to compliance with DDA regulations. • As has occurred previously, timber window frames should be replaced on a like-for-like basis as/when required. This rationale applies to all elevations. • Disabled access at the west side of the Ryrie Street arcade should be maintained.
East elevation (Gheringhap Street)	• The *faux* classical screen wall, c. 1960s, at the north end of the east elevation can be retained, removed or replaced as required. In the event of replacement, it would be appropriate for a space of approximately one to two metres to be provided between the original 1891 wall and any new works in this location, to enable an appreciation of the 1891 building as a freestanding, three-dimensional structure. • If there is a requirement for the provision of a new entry to the building, the preference is for the reactivation of the original Gheringhap Street entry. If pursued, the reconstruction should be based on documentary evidence, and reinstate the original form of the arcade in this location, to the extent that this is possible with regard to the DDA requirements identified in Chapter 4. All original fabric, including the columns and arches to the infilled arcade, should be retained.

Element	Principles to guide future change
Rear elevation	• The 1960s ground level addition can be retained, modified or demolished as required. • In the event of removal, original external fabric at the west end of this elevation should be retained and conserved unaltered. • The bluestone basement elevation (moderate significance) should be retained and conserved. There is, however, potential for internalising this elevation as part of any new works at the rear the building. This advice recognises that the rear elevation does not form part of the public expression of the former Post Office and has effectively been internalised since the construction of the 1960s addition (Figure 46).
West elevation	• There are few opportunities for significant interventions or change to the west elevation, which is largely intact as built. It is also noted that access to this elevation is constrained by the proximity of the Telegraph Office (1857).
Roof	• There is potential for the introduction of new works within the areas originally occupied by the lantern roofs (Figure 47). In preference, there should be no visibility of these new works from ground level. Alterations to original roof framing can be contemplated to maximise the space available for works.



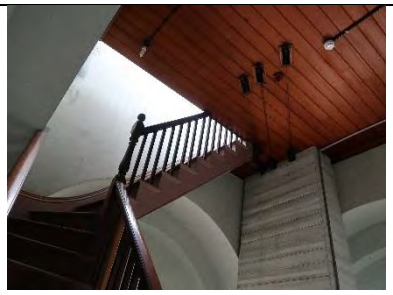
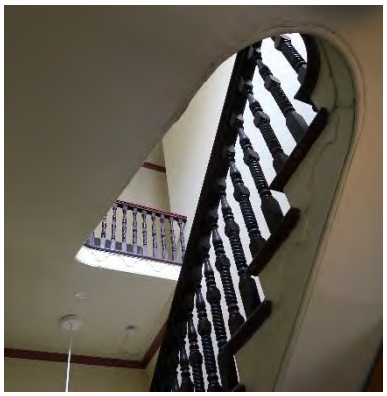
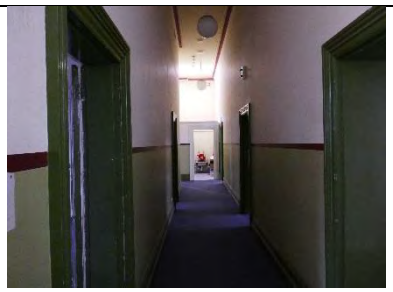
Figure 46 Detail of the basement elevation

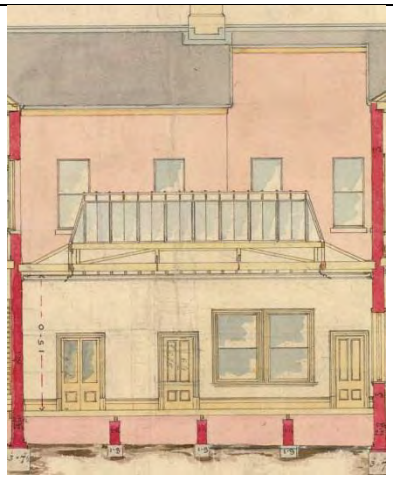


Figure 47 The areas originally occupied by lanterns

Table 6 Former Geelong Post Office interior – principles to guide change

Element	Principles to guide future change	
Clock tower above Level 1	All levels of the clock tower should be retained and conserved. The original Benson clock mechanism and bells should also be retained. Failed sections of plaster to the underside of the staircase in the clock tower should be made good as part of the maintenance program identified at Policy 11.	 

Element	Principles to guide future change	
Staircases	The original staircases at the building – within the clock tower (top right), at the north end of the building (below right) and at the west side linking the postmaster's quarters (below right) – should be retained and conserved to the extent of original fabric. The existing level of the first floor should also be retained.	  
Room 2.13, Level 1 of the clock tower	Room 2.13 forms the base of the clock tower at Level 1. It is one of the few spaces within the building that retains its original plan form, and some original decorative details. These attributes should be retained.	
The post master's residential accommodation, Level 1 (2.01, 2.03-2.07, 2.26 and 2.27)	The west range of the first floor is the most intact suite of spaces in the building and should be conserved and retained. Where there is a requirement to remove original internal walls for practical or functional reasons, evidence should be retained, preferably through partial removal only and/or the retention of wall nibs. New openings to internal walls should be kept to the minimum number and dimensions required. In preference, fireplaces and chimney breasts should be retained.	

Element	Principles to guide future change	
Postal hall	The plan and extent of the postal hall is evident in plan form. A preferred outcome from a heritage perspective would be for the reinstatement of the hall as a volume in the centre of the building. Opportunities exist for the reinstatement of the top lighting.	

External painting

The existing external paint treatment dates to 2002 and was suggested by a CoGG heritage adviser. The colour is Dulux Driftwood Powdercoat with the following formula: 15 litres (white base); EE 11Y + 31; G 3Y + 3; and M 6Y + 36.[61]

Partitions

The introduction of partitions or stud walls should minimise physical impacts on original fabric (walls, floor, ceilings, window and door openings), and should not impact on the external presentation of the building.

Ceilings

The property has generous roof heights. This presents an opportunity for the installation of services above dropped/false ceilings. This approach would also enable the retention of original ceilings, where they survive. Care should be taken in the installation of dropped/false ceilings to avoid impacts on the external appearance of the building.

Services

The adaptation of the building is likely to require the introduction of new services, including power, data connections, gas, water and sewerage. The introduction of new services, variously requiring trenching, piping and meters, has the potential for visual and physical impacts on significant fabric.

Visual impacts related to the provision of services at the subject property can be mitigated by:

- Limiting the number of penetrations;
- Concealing services underground, subject to impacts on tree roots, building footings and retaining access to the services for maintenance; and
- Where large or bulky above-ground structures are required (large meters and the like) these should be located to the rear of the building, where change has been most extensive, and would have a lower degree of prominence and significance.

Physical impacts related to the provision of services at the subject property can be mitigated by:

- Using existing conduits, placing new conduits next to existing conduits and by placing service elements in or abutting areas and fabric of a lower level of significance; and
- Minimising the requirement for new penetrations to original fabric by utilising existing penetrations or placing new works in or adjacent to already-altered fabric.

Policy 15 Signage

Signage should not diminish the cultural heritage values of the former Post Office.

The Post Office, like its predecessor, appears to have been designed without signage applied to the building exterior. By the mid-twentieth century discreetly-scaled signage reading 'Post Office' had been mounted above the Ryrie Street arcade and above the infilled arcade to Gheringhap Street (Figure 48). This signage is extant.

If new signage is required as related to a new use for the building, this should be kept to the minimum required and in preference limited to locations where signage has previously been applied.

Policy 16 New development

The introduction of new development at the former Post Office site should be sensitive to the heritage values of the place, including its valued presentation.

In the event that new works are required to support the adaptive re-use of the historic Post Office building, the rear (north) of the building presents as a potentially viable location for a low to mid-rise infill development. The north elevation has been subject to significant change through the construction of the 1960s extension to the ground level, with its *faux* classical screen wall to Gheringhap Street (assessed as elements of little or no significance). It is also noted that the north elevation has a lower degree of decorative details as compared to the principal south and east elevations. The maximum possible footprint of a future podium for works in this area measures approximately 10 metres by 30 metres. The commentary below is premised on the assumption that the 1960s addition and the screen wall will be demolished.



Figure 48 Geelong Post Office, 1940s: note 'Post Office' signage to the Ryrie and Gheringhap street elevations
Source: State Library of Victoria (Rose Series)

Key considerations from a heritage perspective will include:

- Providing a gap (light well) between the upper level and roof form of the 1891 Post Office and any new development rising above a two-level podium
- Retaining the bluestone external wall of the basement within a podium structure. The basement elevation is original and has been assessed as being of primary significance. There is the potential to internalise the basement elevation, recognising that it is largely imperceptible from the public realm and has effectively been internalised since the 1960s. The bluestone elevation should be rendered or overpainted
- Ensuring that a new form does not detract from or compete with the clock tower as the dominant element at the site
- Having regard to the prevailing scale and character of built form within the Civic Area precinct, including the Telephone Exchange building of 1939
- Balancing any new works with a positive conservation outcome for the 1891 building, including a package of conservation works to the significant fabric and elements

The appearance of new works, and the palette of materials, can contrast with the former Post Office, but not in an obtrusive way. The new works should desirably be treated so as to visually 'recede' in views from the public realm. A simple façade treatment, such as one with extensive glazing or a limited palette of materials, or understated detailing, may be appropriate.

5.5 Management policies

Policy 17 Statutory controls

The VHR entry for the former Post Office should be updated to reflect the outcomes of this CMP, including an amendment to the heritage curtilage (Policy 8).

This CMP has confirmed that the former Post Office is of historical, architectural and aesthetic significance to Victoria. While these values align with the existing VHR entry, the reasons for their identification differ in some respects. As such, the VHR entry should be updated to include the Statement of Significance at Chapter 3 of this CMP.

The VHR entry should also be amended to include a Permit Policy that references this CMP, and a suite of Permit Exemptions to assist with the on-going management of the property.

A key consideration regarding the management of the place under the *Heritage Act 2017* is that the extent of registration should be amended to align with the property boundary (see also discussion at Section 4.2.1 and Policy 8 'Heritage curtilage').

Policy 18 Recording

The City of Greater Geelong, and subsequent owners, should maintain a record of significant interventions to the former Geelong Post Office.

Records of future works/interventions to the former Post Office building should be maintained by Geelong Council. The record (or file) should include copies of all superseded architectural drawings, and photography of the affected areas before and after the works.

Given the extent of change to the building over time, it would also be appropriate for the compilation of an historical record of architectural drawings. The content of this CMP, including the original drawings of June 1889 (at Appendix C), would be key references in this regard.

Policy 19 Interpretation and promotion of heritage values

The City of Greater Geelong and future owners of the subject site should promote the heritage values of the place.

Strategies for the promotion and dissemination of information about the cultural heritage values of the former Post Office should be prepared in the form of a Heritage Interpretation Plan (HIP). Recommendations for interpretation should be informed by but not limited to consideration of the following:

- Best practice principles, including the *Burra Charter* 2013 practice note 'Interpretation');
- The identified heritage values of the place;
- Existing interpretive elements, including the 1962 plaque for the automatic telephone exchange, the foundation stone and the memorial recording the installation of the clock and chimes; and
- The anticipated audience for interpretation.

Interpretation can be undertaken via a range of tools and methods. Information can be presented in a readable format (printed or electronic, including brochures, pamphlets, books and websites); through on-site signage; through the display of objects/artefacts; or through art works. As related to the adaptive re-use of the building, there may also be opportunities to integrate interpretive elements into fabric of the building. Another effective way of promoting an understanding of the original uses of spaces is through a naming regime – i.e. the Telegraph Bar, the Postal Arcade Entry …

The HIP would desirably be prepared prior to, or in parallel with, an architectural treatment for an adaptive re-use for the historic building, to optimise opportunities for integrating interpretive outcomes in the built fabric.

Policy 20 Archaeology

The discovery of historical archaeological artefacts and objects with the potential to contribute to an understanding of the Post Office should be reported to Heritage Victoria.

The former Post Office site has been subject to significant disturbance, notably through the replacement of the 1855 Post Office in 1889. There exists, however, some potential for subsurface artefacts in the rear courtyard – the space between the Post Office and the Telephone Exchange, part of which is within the boundary of the former Post Office site. The presence of subsurface artefacts associated with the 1855 Post Office can also not be discounted.

Under the *Heritage Act 2017,* all non-Aboriginal archaeological sites in Victoria older than 75 years are automatically protected, whether or not they are recorded by Heritage Victoria. In the event of archaeological remains being uncovered in the course of the redevelopment of the site, Heritage Victoria should be informed of the discovery before proceeding with further work.

Policy 21 Risk preparedness

A Risk Management Strategy should be integrated into the broader management and administration of the former Geelong Post Office.

Risk preparedness and management is an important means of protecting and conserving the values of heritage places. While a detailed assessment of risk is beyond the scope of this report, the following table describes potential threats and hazards posed to the physical fabric at the subject site by environmental and man-made factors.

Table 7 Analysis of risk to the former Geelong Post Office

Threat	**Probability**	**Preparation/ Response**
Vandalism and theft	Moderate	Vandalism and theft are always possible and a normal level of awareness and security should be observed. Internal and external security cameras should be maintained.
Fire	Always present	Maintain a fire suppression and warning system. Ensure there is an evacuation plan in place and conduct regular training and rehearsals (when the building is occupied). Ensure that combustible materials do not come into contact with hot lights. Ensure that extinguishers, fire blankets etc, are located within reach of potential sources of fire. Maintain electrical systems in good order. Maintain liaison with fire brigade to regularly test and monitor systems.
Flood	Possible	Localised internal flooding, from toilets, sinks and pipe work, is always possible. Maintenance of wet areas and pipe work is a means of minimising this possibility.
Water ingress	Moderate	Rainwater goods (gutters, downpipes and sumps) should be repaired (where required), maintained, installed and kept clear. Inspect and maintain roofs, windows and doors regularly.

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APPENDIX A CITATIONS

Former Geelong Post Office, 83 Ryrie Street Geelong, VHR H1046

Geelong Post Office (former), 83 Ryrie Street Geelong, Greater Geelong City, HO1640

Plaque, Geelong Post Office, 83 Ryrie Street Geelong, Greater Geelong City, HO1640

Former Post Office, 83 Ryrie Street (Cnr Moorabool Street) Geelong, National Trust, H1046

Victorian Heritage Database Report

Report generated 03/10/18

HERITAGE COUNCIL VICTORIA

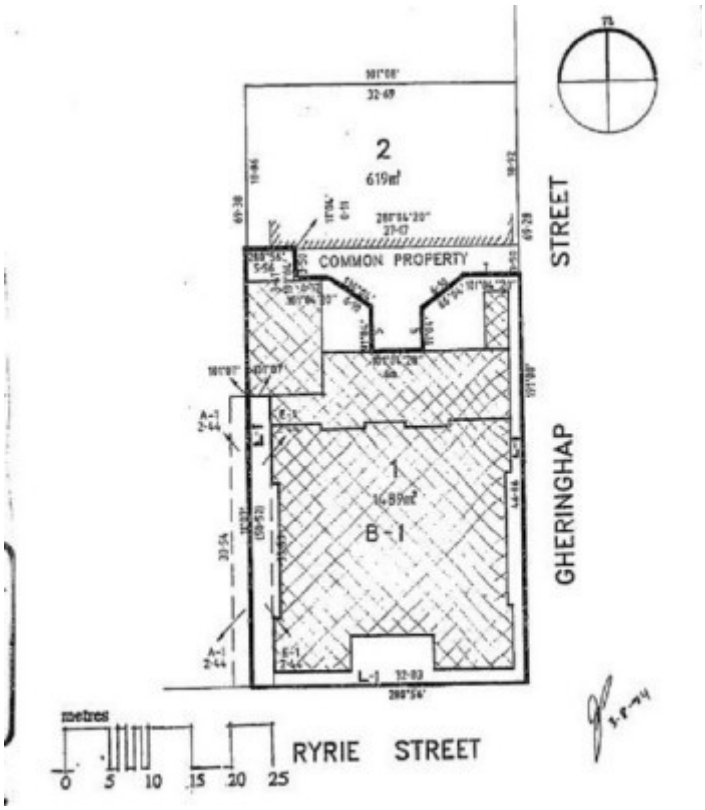
FORMER GEELONG POST OFFICE



FORMER GEELONG POST OFFICE SOHE 2008



1 former geelong post office geelong clock tower apr1997



h01046 plan h1046

Location

83 RYRIE STREET GEELONG, GREATER GEELONG CITY

Municipality

GREATER GEELONG CITY

Level of significance

Registered

Victorian Heritage Register (VHR) Number

H1046

Heritage Overlay Numbers

HO213

VHR Registration

September 22, 1994

Heritage Listing

Victorian Heritage Register

Statement of Significance

Last updated on - May 4, 1999

The former Geelong Post Office, designed by JH Marsden, an assisted by JH Brabin, of the Public Works Department, was built in 1889-90 by David Kinnaird. The two storey rendered brick building with an ornamental tower is prominently sited at the intersection of Ryrie and Gheringhap Streets. The clock and bell chimes were installed in the tower in 1911.

The former Post Office is a notable example of the architects JH Marsden and JH Brabin, who also designed the facade of the Collingwood Post Office. One of the largest regional post offices in Victoria, the building demonstrates the architectural flamboyance evident in designs by the Public Works Department following the appointment of Henry Bastow as senior architect. The substantial two storey loggia surmounted by dormers and multiple pediments, is a particularly fine example of a late Victorian boom style public building with a French Second Empire influence

The building represents the important function played by the post office in a large regional centre. It was the centre of the communications network for Geelong, and in 1912 was the location for the first automatic telephone exchange in the southern hemisphere, pioneering the development of this technology in Australia.

The clock and chimes of the Post Office's tower, which were installed in 1910 as a result of a public subscription to commemorate King Edward V11, have social significance as an expression of the community's strong sentiments regarding the late King and demonstrates the close ties which existed at that time between Australia and Britain.

Construction dates	1889,
Architect/Designer	Marsden, John Hudson,
Heritage Act Categories	Heritage place,
Hermes Number	4699
Property Number	

History

Associated People:

Extent of Registration

AMENDMENT OF REGISTER OF HISTORIC BUILDINGS
Historic Building No. 1046.
Former Geelong Post Office, corner Ryrie and Gheringhap Streets, Geelong
(To the extent of:
1. All the building known as the former Geelong Post Office, marked B-1 on Plan 605788 endorsed by the Chairperson, Historic Buildings Council and held by the Director, Historic Buildings Council.
2. All of the land described in Certificate of Title Volume 5758 Folio 1151442 marked L-1, excluding the land marked Common Property on Plan 605788, endorsed by the Chairperson, Historic Buildings Council and held by the Director, Historic Buildings Council.)
[*Victoria Government Gazette* No. G38 22 September 1994 pp.2290-2291]

This place/object may be included in the Victorian Heritage Register pursuant to the Heritage Act 2017. Check the Victorian Heritage Database, selecting 'Heritage Victoria' as the place data owner.

*For further details about Heritage Overlay places, contact the relevant local council or go to Planning Schemes Online*http://planningschemes.dpcd.vic.gov.au/

Victorian Heritage Database Report

Report generated 03/10/18

Geelong Post Office (former)



Old Geelong Post Office - 83 Ryrie Street, Geelong



Old Geelong Post Office - 83 Ryrie Street, Geelong

Location

83 Ryrie Street GEELONG, Greater Geelong City

Municipality

GREATER GEELONG CITY

Level of significance

Registered

Victorian Heritage Register (VHR) Number

H1046

Heritage Overlay Numbers

HO1640

HO213

Heritage Listing

Greater Geelong City

Statement of Significance

Last updated on -

A Listed - State Significance

STATEMENT OF SIGNIFICANCE

Geelong Post Office, one of the largest regional Post Offices in Victoria, erected at the height of public building activity in 1890, is perhaps the finest of the Boom Classicism style post offices designed by the Public works Department in Victoria. The architects were J.H. Marsden, assisted by J. H. Brabin. The two storey rendered brick structure, prominently located at the intersection of Ryrie Street and Gheringhap Street, is surmounted by an elegantly proportioned tower elaborately enhanced with classically derived ornamentation and containing a clock installed in 1911. the Post Office dominates the immediate townscape. The first automatic telephone exchange in Australia was established in the building in July 1912.

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Commonwealth Archives Brighton - Contract Drawings including plans, elevations, sections, details. Post and Telegraph Office, Geelong dated J.H.M. 29/06/89, with contract stamp dated 23 September 1889 and signed David Kinnard, contractor.

Geelong Advertiser, 12 December 1854 - tender notice for erection of Post Office at Geelong (the original post office on the site).

Foundation Stone

"This memorial stone was laid by His Excellency, the Earl of Hopetown, G.C. M.G. Governor of Victoria, 13 February 1890".

Geelong Historical Records Centre Photograph NO. 1308 (c 1915).

Smith, James (ed) Cyclopedia of Victoria Niven and Co. Melbourne 1904 Vol. 2 pp. 431-432 including illustration.

The columns of the Geelong Advertiser have not been searched in detail, but would include details of construction of the buildings and an account of the laying of the foundation stone in February 1890.

Heritage Study/Consultant	Greater Geelong - Geelong Region Historic Buildings and Objects Study Volume 2, Allan Willingham, 1986; Greater Geelong - Geelong City Urban Conservation Study, Volumes 2-5, Graeme Butler, 1991; Greater Geelong - Geelong City Urban Conservation Study Volume 1, Graeme Butler, 1993; Greater Geelong - Geelong City Urban Conservation Study, Volume 4(a), Helen Lardner, 1995;
Heritage Act Categories	Heritage place,
Hermes Number	20473
Property Number	

This place/object may be included in the Victorian Heritage Register pursuant to the Heritage Act 2017. Check the Victorian Heritage Database, selecting 'Heritage Victoria' as the place data owner.

For further details about Heritage Overlay places, contact the relevant local council or go to Planning Schemes Onlinehttp://planningschemes.dpcd.vic.gov.au/

Victorian Heritage Database Report

Report generated 03/10/18

Plaque, Geelong Post Office

Location

83 Ryrie Street GEELONG, Greater Geelong City

Municipality

GREATER GEELONG CITY

Level of significance

Registered

Victorian Heritage Register (VHR) Number

H1046

Heritage Overlay Numbers

HO1640

Heritage Listing

Greater Geelong City

Statement of Significance

Last updated on -

C Listed - Local Significance

STATEMENT OF SIGNIFICANCE

Geelong Post Office, one of the largest regional Post Offices in Victoria, erected at the height of public building activity in 1890, is perhaps the finest of the Boom Classicism style post offices designed by the Public works Department in Victoria. The architects were J.H. Marsden, assisted by J. H. Brabin. The two storey rendered brick structure, prominently located at the intersection of Ryrie Street and Gheringhap Street, is surmounted by an elegantly proportioned tower elaborately enhanced with classically derived ornamentation and containing a clock installed in 1911. the Post Office dominates the immediate townscape. The first automatic telephone exchange in Australia was established in the building in July 1912.

References

Trethowan, Bruce, "The Public Works Department of Victoria 1851-1900", Research Report Department of Architecture University of Melbourne 1975, Vol. 2 pp. 15, 98, 100, Vol. 1 p. 104.

Commonwealth Archives Brighton - Contract Drawings including plans, elevations, sections, details. Post and Telegraph Office, Geelong dated J.H.M. 29/06/89, with contract stamp dated 23 September 1889 and signed David Kinnard, contractor.

Geelong Advertiser, 12 December 1854 - tender notice for erection of Post Office at Geelong (the original post office on the site).

Foundation Stone

"This memorial stone was laid by His Excellency, the Earl of Hopetown, G.C. M.G. Governor of Victoria, 13 February 1890".

Geelong Historical Records Centre Photograph NO. 1308 (c 1915).

Smith, James (ed) Cyclopedia of Victoria Niven and Co. Melbourne 1904 Vol. 2 pp. 431-432 including illustration.

The columns of the Geelong Advertiser have not been searched in detail, but would include details of construction of the buildings and an account of the laying of the foundation stone in February 1890.

Heritage Study/Consultant	Greater Geelong - Geelong Region Historic Buildings and Objects Study Volume 2, Allan Willingham, 1986; Greater Geelong - Geelong City Urban Conservation Study, Volumes 2-5, Graeme Butler, 1991; Greater Geelong - Geelong City Urban Conservation Study Volume 1, Graeme Butler, 1993; Greater Geelong - Geelong City Urban Conservation Study, Volume 4(a), Helen Lardner, 1995;
Heritage Act Categories	Heritage place,
Hermes Number	20474
Property Number	

This place/object may be included in the Victorian Heritage Register pursuant to the Heritage Act 2017. Check the Victorian Heritage Database, selecting 'Heritage Victoria' as the place data owner.

*For further details about Heritage Overlay places, contact the relevant local council or go to Planning Schemes Online*http://planningschemes.dpcd.vic.gov.au/

Victorian Heritage Database Report

Report generated 04/12/18

Former Post Office

Location

83 Ryrie Street, (Cnr Moorabool Street) GEELONG, GREATER GEELONG CITY

Municipality

GREATER GEELONG CITY

Level of significance

State

Victorian Heritage Register (VHR) Number

H1046

Heritage Listing

National Trust

Statement of Significance

Last updated on - April 18, 2008

Geelong Post Office constructed between 1889 and 1891 to the design of Public Works Department architect, John H Marsden, is of State architectural and historical significance as a largely intact example of a late Victorian Italianate Post Office. The substantial, richly decorated asymmetrically alinged corner tower, which recalls the Melbourne General Post Office, is a prominent feature in Geelong's commercial centre. This building has played an important role in the social and commercial development of Geelong, Victoria's second city.
Classified: 16/12/1992

Hermes Number	68439
Property Number	

This place/object may be included in the Victorian Heritage Register pursuant to the Heritage Act 2017. Check the Victorian Heritage Database, selecting 'Heritage Victoria' as the place data owner.

For further details about Heritage Overlay places, contact the relevant local council or go to Planning Schemes Online[*http://planningschemes.dpcd.vic.gov.au/*](http://planningschemes.dpcd.vic.gov.au/)

APPENDIX B CONTEXTUAL HISTORY OF THE FORMER GEELONG POST OFFICE

Peter Mansfield OAM

Geelong Post Office



Peter Mansfield OAM

A Brief History of the Geelong Post Office

and

Geelong's Post, Telegraph and Telephone services

…it's position is, or course, a great blunder

…postal services were delivered via a small window and a long queue

…it is a wretched and ugly building

…a largely intact example of late Victorian Italianate architecture

…a particularly fine example of a Victorian boom style building with a French Second Empire influence

Geelong Post Office

Introduction

The years between the European settlement of Geelong in the 1830s, the creation of the Colony of Victoria in 1851 and the upheaval caused by the gold discoveries in the 1850s coincided with the formation of the 'modern' postal system – which in turn saw the introduction of envelopes, post marks and postage stamps, the introduction of telegraph services, and the letting of contracts to deliver mail to hundreds of townships on the Bellarine Peninsula, in the Otways and across the Western District. The creation of the postal system also coincided with raised community expectations because the arrival of a letter – whether by sea from Britain or by coach from another township – meant that anxiety levels soared as readers waited for news that could be a week or ten weeks old, a letter that may contain good or bad news, or simply another bill to pay.

The growth of the postal system was remarkable: by 1880 Victoria's Postmaster-General reported that his office had delivered twenty-two million letters including two million letters to and from Britain. By 1930 the Geelong Post Office alone handled ten million letters per annum. To say that our current thirst for news is a recent phenomenon is a misunderstanding of the vital role played by the post and telegraph service in the nineteenth century.

Geelong's Post Office was an integral part of this process. There were debates about the cost of a stamp, the location of the post office, the preferred need for suburban pillar boxes, the pride in having a clocktower and clock, and the remarkable growth in demand for telegrams and telephones. Not surprisingly, residents, ratepayers, town councillors and politicians expressed their views on Geelong's postal, telegraph and telephone service. This report begins with an overview of the colonial postal system and then focusses on Geelong's first post office building erected on the corner of Ryrie and Gheringhap Streets, Geelong in 1855 and the second building erected on the same site in 1891.

Letters, stamps, addresses

A letter was a folded sheet of paper with an address on the outside. When taken to a post office it was embossed or stamped and sent on its way. Envelopes were 'invented' in Europe in the 1830s but did not come into common usage in the Australian colonies until the 1850s. All mail, whether in an envelope or not, was expensive and many mail carriers charged by a combination of distance travelled, the weight of the item, and whether the letter was destined for another colony or country. All these factors meant that the use of an envelope was regarded as an unnecessary extra cost.

The first overland mail delivery from Sydney to Melbourne occurred in 1838 but most mail travelled by sea. In one year alone, in 1841, a total of forty-four ships carrying mail arrived in Melbourne and a decade later, at the height of the gold rushes in the mid-1850s, this number exceeded seven hundred ships per annum. The colony's population exploded and so too did the number of letters that passed through the Melbourne Post Office. The postmaster handled 504,000 letters in 1851 and 921,000 letters a year later.

In the 1850s the cost of posting a letter from Melbourne to Sydney was 15 pence by sail or overland carrier. Between Geelong and Melbourne the cost was 4 pence. Mail from Geelong to inland centres ranged from 4 to 12 pence per item, based in weight and distance. A Geelong 'town letter' cost 1 penny. Between 1847-1852 the Geelong postmaster would accept letters from the colonies or overseas if the final part of the address was 'New South Wales' or 'Port Phillip District' but after 1852 all letters had to be addressed to 'Victoria'.

Sending a letter by post could be achieved in three ways – buying an embossed letter, buying an adhesive stamp or hoping that the receiver would pay the fee. Newspaper publishers enjoyed the privilege of a free service. As early as 1838, Sydney's colonial Postmaster-General introduced pre-paid postage which consisted of a folded sheet of notepaper with a seal embossed on each sheet. Single sheets cost one and a half pence (or a 'penny ha'penny') or 15 pence per dozen. In January 1855 the Victorian government stipulated that every letter had to be pre-paid via an affixed stamp. Thereafter the postmaster was not obliged to dispatch 'receiver pay' letters. Long before this date, shipping companies and mail contractors had demanded pre-payment of all mail. But even the use of a post office 'stamp' – either embossed on paper and an adhesive stamp – meant there were still two applications of the fee: usually the fee covered transmission of the letter from post office to post office and only rarely did it include the cost of a home delivery service.

The arrival of overseas mail was an eagerly awaited event, with various flags hoisted to indicate that the ship had 'passed through the Heads' at Queenscliff, that the ship had berthed in Geelong or Melbourne, that the mail was at the post office for sorting and, finally, that the mail could be collected at the post office. Leaving aside the long, sixty-day wait for the ship to travel from London to Geelong, the last few days and hours resulted in soaring public anticipation: what family news would arrive from relatives in Britain, had the market for wool, wheat and tallow risen or fallen, had another family member misbehaved or died, and so on.

Unclaimed mail was an on-going problem because of the mobility of the population and vague addresses on letters. Colonial newspapers published lists of unclaimed mail at the local post office. It is not possible to determine if the letters were waiting for a wandering immigrant, for a friend who had died, or for a recipient who was unwilling to pay for unstamped mail. When the letter remained unclaimed, the *Government Gazette* printed lists of mail that had been transferred to the Dead Letter Office.

Geelong's first postal services

Geelong was an isolated port in the Port Phillip District of the Colony of New South Wales when postal services commenced in 1840. Today, residents and visitors regard the majestic Geelong Post Office building on the corner of Ryrie and Gheringhap Streets as 'the' post office but maps, government documents and contemporary reports show that postal services were delivered from at least four different locations in the 1840s, there have been two post office buildings in Ryrie street and, since 1994, Geelong's postal services have been delivered from a shopfront in Moorabool Street and a mail distribution centre in Gheringhap Street. This report focusses on the first Geelong post office that commenced operation in December 1855 and the second post office that opened for business in April 1891.

In the first decade of the settlement of Geelong, the post office was frequently relocated. In 1840 it was on Barwon Terrace and later moved to Yarra Street near the wharf. James Harrison, the owner and

editor of the *Geelong Advertiser*, managed the post office for several months and in 1842 he was responsible for sending the first overseas mail consignment from Geelong to Liverpool. The honour of being named Geelong's first Postmaster goes to William Turner, whose postal address was 'Geelong, Port Phillip District'. Turner probably knew most of his customers by name because the local population consisted of about 200 men and a similar number of women and children. By now the post office was back in Yarra Street in a brick building next to Miss Fulloon's school.

In 1847 the postmaster sent a mail consignment to Adelaide via the overland route. However, it was more complicated than that because some mail was posted in Melbourne and transported to Geelong by ship, it was then offloaded and taken by wagon through the Western District to Mt Gambier where the mail sacks were entrusted to mounted troopers who took the mail to Adelaide.

By 1851 three important milestones had been achieved. William Thacker was appointed Postmaster and held this important position until 1869. The Victorian government introduced adhesive postage stamps (the 1 penny red stamp, 2 penny blue stamp, 3 penny green stamp, all with Queen Victoria's portrait.) Then, in October 1851, the government awarded tenders for a daily mail delivery between Geelong and Melbourne. Applicants had to prove that they were of good character and owned a two-horse carriage.

The discovery of gold and the phoenix-like growth of Ballarat, Castlemaine and Bendigo, and scores of other townships meant that Geelong's population exploded. Not surprisingly, the diggers and merchants on the goldfields demanded access to the postal and telegraph service. Geelong's population soared from 2,000 in 1847, to 7,000 in 1851 and then to 22,000 inhabitants by 1857. The sudden increase in population was compounded by immigrants sojourning in Geelong for a few weeks before trying their luck on the goldfields. Hundreds of local men abruptly left home for weeks on end. When Henry Meakin - temporarily a bankrupt but later the Mayor of Geelong and staunch lobbyist for the Geelong Post Office - took off to the Ballarat diggings, his address was 'Henry Meakin, the Gold Fields.' By now there were hundreds of hotels and boarding houses, and a similar number of residential houses in Geelong, South Geelong and Ashby. This massive population movement created havoc for local postal workers but there were few complaints because everyone was so dependent on the Geelong Post Office.

Postal addresses seem imprecise today but it has to be assumed that local merchants were confident that Thacker and his mail carriers could find them. Some examples taken from the *Geelong Advertiser* in one week on 1850 included the following:

George Bowman (money lender), Ryrie Street West, near O'Farrell's Bazaar

Mrs Skene, Skene Street, Geelong

R Bannister (shipping agent), Office on wharf, Geelong

N L Butler (coach service to Colac) 23 Great Malop Street, opposite Black Bull Hotel

J Nicholson (timber merchant), Opposite the Post Office

plus at least 20 business addresses at 'Market Square'.

All the goldfields towns wanted regular mail services and the problem was alleviated by the government issuing mail delivery contracts via the Geelong Post Office. The local press published a list of the weekly mail deliveries to at least twenty neighbouring townships in the mid-1850s.

The telegraph was immediately recognised as a vital means of communication. The first telegraph service between Melbourne and Williamstown took place in March 1854 and one month later Melbourne was connected to London by a combination of overland telegraph and traditional sea mail. (This reduced the time of delivery by about 25%.) Less than one year later, in December 1854, Geelong and Melbourne were connected by telegraph and Queenscliff was connected on 30 January 1855. (see below)

Under these circumstances - and leaving aside incidental matters such as of civic pride and civic rivalry - it is no wonder that Geelong residents wanted a new post office.

Geelong's 'first' Post Office building

In January 1854 the Victorian government allocated £12,000 for a new post office in Geelong. In the same budget it allocated £11,000 for 'a road to the Heads' at Queenscliff and later allocated £12,000 for the Chamber of Commerce's new building. At this stage the post office was on the corner of Union and Little Malop Streets in Geelong. In February 1854, the Geelong Town Council discussed the preferred site for the new post office. Cr Silas Harding favoured a site in Union Street but the Council rejected his suggestion and opted for the corner of Moorabool and Corio Streets. However, both suggestions were rejected by the government which had already allocated a large Crown Land allotment that encompassed the Ryrie and Gheringhap Streets precinct.

On 9 March 1854 the *Geelong Advertiser* published a report that condemned every one of Geelong's public buildings as 'mediocre' and reported that the post office was smaller than most of the shops in the street. The committees of the Chamber of Commerce and the Mechanics' Institute urged the government to rectify this deficiency because the post office in Union street hampered Geelong's commercial progress and cast an unfavourable light on its civic landscape.

In November 1854 the government invited tenders for the erection of the new post office. All applicants had to provide the names of two persons who would guarantee a bond on behalf of the successful tenderer. Applications closed in January 1855 but a report in the Victorian *Government Gazette* caused some confusion when it revealed that only £8,200 had been allocated to the project.

In late-December 1855 the new Geelong Post Office opened for business although there appears to have been no official opening ceremony or speech-making by civic leaders. The *Geelong Advertiser* reported that the building was 'compact and businesslike in appearance, that the portico was of Roman Doric style, and that the building was constructed of local freestone. The *Geelong Advertiser* offered the snide comment that 'its position in Geelong is of course a great blunder but we cannot blame the government entirely because the actions of the Geelong Town Council were also partly to blame.' Six months later the government again called tenders: this time to construct a wing on the western side of the building. Thirteen tenders were submitted with the result that Messrs Cowdenden and Grey won with their bid of £2,900. In October 1857 tenders were called for the annexe to house the Telegraph Office. (see below)

Postal services in the 1850-70s

Geelong may have been happy with its new post office with its (limited) space and imposing presence on a busy intersection in Geelong, but this did not stop residents complaining about post and telegraph

services in general. Throughout the 1850-60s the local press, residents, and civic groups of all persuasion had their say about service deficiencies. Complaints included the infrequency of mail deliveries, the cost of a postage stamp, the community role of the post office, and the wasted energy devoted to handling unclaimed mail at the Geelong Post Office.

The speed of mail delivery had always been a problem. Years earlier, on 9 November 1841, Queen Victoria 'gave birth to a Prince', her eldest son Edward, the Prince of Wales. News of this momentous event was dispatched to the Australian colonies on 18 November and arrived in Sydney on 19 March 1842. Fifteen days later the news arrived in Melbourne and Geelong. Two days later the isolated township on Corio Bay resolved to send a commemorative address to Queen Victoria. It was agreed that 'every resident of Geelong was duty bound to sign the Address'. Thus, the time span between the Royal birth and the news arriving in Geelong was 130 days. In will be shown below that the death of King Edward the Fifth was commemorated with the installation of the clock in the Geelong Post Office.

The slow delivery of mail was still a contentious issue in the mid-1855s. There were complaints that the Victorian government leased slow ships to carry the mail from Britain to Australia when it was well known that faster ships were available. A 'Sufferer' complained that he had to wait sixty days for the mail to travel from Liverpool to Melbourne and a further three days for letters to be sorted and delivered to Geelong. This problem worsened in 1855 because the Crimean War disrupted normal mail routes and starved residents of news from Britain. For example, the famous 'Charge of the Light Brigade' took place on 25 October 1854 and was reported in the London *Times* on 11 February 1854. However, news of this tragedy did not reach the Australian colonies until early-February 1855. Lord Raglan's explanation of his role in this blunder arrived in Geelong - 105 days after the event.

Amendments to the Postal Act 1854 caused local anger because – until 1854 - some mail had been off-loaded at Shortland's Bluff (Queenscliff) which meant that letters and newspapers could be transported to Geelong within three hours and then 'placed on the desks of certain energetic business directors' an hour later. But the new regulations were designed to prevent this from happening and the proposal was regarded as a major impediment to the growth of Geelong's economy. Local woolbrokers argued that by sending mail to Melbourne and then back to Geelong, it meant that they would lose a competitive advantage to their Melbourne rivals. But this instruction appears to have been waived because Geelong continued to receive some of its mail via Queenscliff. The postmaster advertised the dates and times when overseas mail had to be lodged at the post office, and the closing time for deliveries to the goldfields and townships in the Otways. Later, in 1870, Geelong's postmaster advised that – at an additional cost of 3 pence per letter - late or supplementary mail could be rushed to Queenscliff in order to catch the London-bound mail ship.

Houses in urban Geelong were renumbered to assist postmen but there was widespread anger about the erratic delivery of suburban mail. A resident of Villamanta Street protested that he no longer received daily mail deliveries and asked: 'how will I know if I have received letters of the greatest importance, and how will I know to go to the post office to collect the same?' Others complained that unsorted mail languished in the post office over the weekend and should be available for collection on Saturdays. The delivery of mail was still a complex process because some businessmen in the township received twice-daily mail deliveries whereas residents in the suburbs had to make do with mail deliveries every second day.

In 1860 residents of Belmont and Highton were included in the Geelong postal district and therefore subject to the 'town rate' of postage. Geelong now consisted or seven postal zones. However Gilbert Robertson complained that there was no postal service to the thriving township of Ceres. By now there

were about ten post offices on the Bellarine Peninsula and in Steiglitz and other mining townships but somehow Ceres had missed out.

Amendments to the Postal Act resulted in the cost of a postage stamp increasing to 2 pence. When the Act came into force the postal rate for a town letter doubled to 2 pence per letter, the cost of sending a letter from one post office to another Victorian post office was 4 pence and a shipboard letter now cost 6 pence. The standard letter was still 'an item that weighed less than half an ounce', and all post offices were instructed to rigorously enforce the law that no unpaid postage would be processed. Not surprisingly, the cost of a postage stamp was a contentious issue. In the months between February and July 1855, the colonial press was inundated with complaints about the cost of a humble stamp. Some argued that the government was obliged to increase prices to cope with growing demand whereas the majority claimed that the government was financially incompetent and was using postal charges to generate revenue.

The cost of postage was an important consideration for most families. One irate lady was charged two shillings (24 pence) to post a bulky letter to Melbourne and a second letter to a Sydney address. She complained bitterly in the local press and the editor agreed with her; saying that the correct charges were six pence to send the letter to Melbourne and twelve pence to send the letter to Sydney.

Traditionally mailing newspapers had been free of charge but the new regulations meant that newspaper postage was now subject to the postal rate of one penny per item. This infuriated newspaper proprietors who criticised local politicians and public servants for caving in on this important concession.

The arguments about the increased cost of a postage stamp were not one-sided. In February 1855 the *Geelong Advertiser* raised a more complex issue when it criticised those colonial politicians who supported the continuation of the one penny postage stamp. During the parliamentary debate, some politicians claimed they supported the low rate because it enabled diggers on the goldfields and pastoral workers to send and receive cheap mail. The editor of the *Geelong Advertiser* dismissed this claim as rank hypocrisy; saying that for every digger and lonely shepherd who sent a letter to a relative back 'Home', there were a few wealthy pastoralists and merchants who sent fifty business letters at the same cheap rate. In addition, these same merchants received a daily delivery of their mail whereas the workers had to queue at the nearest post office.

Residents used the price of a stamp as a means of criticising the government of all manner of things. The gold-rich colony was in the hands of a government that seemed unable to manage its own affairs. The government was accused of 'injudiciously dealing with Geelong' by starving it of funds, and others said that political mis-management had made our postal service a 'degraded inefficiency.' One correspondent said that Geelong's mail was delivered via 'a small window and a long queue' and for good measure 'T.W.' claimed that postal staff enjoyed too many public holidays.

There is no doubt that the post office was a meeting place for residents and the foyer of the Geelong Post Office – and every other post office in the colony – became a community noticeboard. People advertised that they were looking for work or lost friends and, '…c/o the Post Office', was a common address. In March 1854 a notice in the Geelong post office said that a clergyman was willing to baptize 'any and every child' at his church next Sunday. This caused a few comments about the respectability of what the minister was offering but no concern that he should use the post office as his community noticeboard.

Unclaimed mail was yet another problem to be managed by postal staff. In January 1855, only days after Postmaster Thacker shifted into his new post office, he advised residents that there were 400 unclaimed letters at his post office. Thacker said that if not claimed within one month, the mail would be sent to the Dead Letter Office in Melbourne. His list included 19 surnames beginning with 'A', 97 'M's' and 57 'W's'. Publishing details of unclaimed mail was a regular occurrence throughout the colonies for decades to come.

The first letter box in Geelong was installed in Henry Frank's stationery shop in Moorabool Street in April 1865. Five years later Humble and Co. won a contract to build six metal pillar boxes to be installed in South and East Geelong. In 1878, a pillar box was installed at the Geelong Railway Station.

William Thacker, Geelong's postmaster since the early-1850s, left Geelong in 1869 for a similar position in Ballarat. He was replaced by S. C. Vivian.

The Postmaster-General's annual report to Parliament in 1870 indicated that his department had printed 3.6 million one-penny stamps and almost 9 million two-penny stamps. In December 1875 the department introduced postcards – hard cards with space for an address and a brief message. Postcards only cost one penny and were an instant success.

Three new services: Telegraph Services, Money Orders and Savings Bank

In the early-1860s three new services were crammed into the Geelong Post Office and its annexes. By now the local postmaster had twenty staff and four casual mail sorters.

Telegraph Office

The introduction of telegraph services was a remarkable achievement for government officials, contractors and customers alike. The first telegraph connection between Melbourne and Williamston commenced in March 1854. One month later Melbourne was connected to London by telegraph and traditional overland mail – a system that reduced time delivery time by about 25%. Less than one year later, in December 1854, the government called tenders for the establishment of a Telegraph Office in Geelong and for the construction of a telegraph line to link Melbourne and Geelong. On 14 January 1855 the two offices were connected and, within a fortnight the line was extended to Queenscliff.

In April 1855 the government called tenders for the construction of a telegraph line from Geelong to Ballarat. All interested parties were required to submit their tenders based on cost per mile. Eight tenders were submitted and the contract was awarded to Wm. Mitchell at a cost of £73 per mile. By the standards of the day, this was an enormous commitment by a government that was criticized as directionless and almost bankrupt.

Geelong's first telegraph station was a small wooden shed, about four metres square, situated on Eastern Beach. The government then contracted to build a Telegraph Office at the corner of Bellerine and McKillop Streets but this building was too small and too remote from Geelong's commercial hub. (The old wooden building was saved and its heritage suitably recorded.) It was then decided that the new office would be annexed to the new Geelong Post Office. In October 1857 the tender to erect a Telegraph Office next to the Geelong Post Office was awarded to E. Westerly at a cost of £2,038. Another tender to supply office furniture was awarded to Thomas Bell at a cost of £86. Later again a time ball was placed on the top of the building. Its purpose was to provide all ships and factories with the correct time in an era in which no-one had a wrist watch or an iPhone.

In July 1860 the government re-issued Electric Telegraph regulations that were minor revisions on the 1854 regulations. The principal regulations were:

- No changes to name address would be permitted
- Must be in ink and legible
- Will be delivered free of charge within one mile of post office or charged at the rate of an omnibus or cab fare.
- Sent in the order of receipt
- All messages are treated as confidential
- All telegrams to be pre-paid

Geelong's early Telegraphic Officers included C.D. Badge, Thomas Lewis and D. R. Pendon.

The telegraph was an essential part of the world of commerce and the need for business communications was even greater in Geelong because of its role as a shipping port. In the 1860s Geelong's woolbrokers and agents seemed to be in daily contact with British woolbuyers and manufacturers, and this led to heavy demands placed on the telegraph system. Similarly, the Melbourne press relied on the telegraph to send and receive political news, crime and other reports. This in turn caused many arguments about the cost of sending a telegraph. Whilst the price of a telegram fell sharply in the 1860s, many businessmen thought that 'shipping intelligence' should be free. In April 1861 a furore broke out in parliament when the government announced that the Postmaster-General's office would no longer provide free 'shipping arrivals' reports. The colonial press usually published shipping arrivals and departures on page one of the daily press. Protest meetings and irate members of the Geelong Chamber of Commerce were outraged at this suggestion. They argued that every resident wanted the most up to date information of the imminent arrival of ships carrying relatives, friends, magazines and mail. They also argued that the provision of these news reports generated very little income for the government so, why impose new charges? During one debate it was reported that ninety ships had entered Port Phillip Bay in the past month and the cost of telegraphing this news was the paltry sum of £7 per month. It may have been a coincidence but in late-1861 a vandal attacked some telegraph poles at Wallington. The Victorian *Government Gazette* advised that the government would award a £50 reward for information that led to an arrest.

It wasn't just the businessmen who relied on the telegraph. Graham Berry was the local MLA for Geelong and Premier of Victoria in 1875. Berry was renowned for his flamboyant speeches but he was also a master tactician. His speeches always finished at 10pm in order that the journalists could rush to the Telegraph Office to deliver the news to the Melbourne press. Sometimes these telegrams exceeded 1,000 words in order to fully report Berry's most recent statements - and to deny rival journalists the opportunity to send their reports via the Telegraph Office.

(Victoria's Heritage Council has fully researched the history of the Geelong Telegraph Office. The Museums Victoria website contains valuable information about the telegraph system.)

<u>Money Orders</u>

By July 1860 the Geelong Post Office provided a Money Order service: a service that enabled residents to transfer money from one party to another with more security than promissory notes. The regulations stipulated that no money order in excess of £10 would be processed and the handling fee was 6 pence for any order up to £5 and 12 pence for orders up to £10. It was assumed that once the Money Order

had been purchased, the customer would either hand the Order to the supplier send a telegram to the recipient advising him or her that the money could be claimed at their post office.

Savings Bank

In August 1865 the Victorian government announced that it would establish a network of Post Office Savings Banks and that the Geelong branch would open within a week. The Savings Bank department operated from a room in the Post Office that was accessed via the Gheringhap Street entrance. Mr Harrison, the acting Postmaster, claimed that the new facility would be a vast improvement on the Money Order department which was essentially a desk in a noisy corridor in which customers enjoyed no privacy.

The Savings Bank operated from 10am to 3pm, Mondays to Fridays, and from 6pm until 8pm on Saturday evenings. The rules were very simple: the service was only available to persons who did not have another bank account in Geelong, deposits or withdrawals had to be greater than 6 pence and less than £3. Deposits would earn 4% interest per annum.

At the close of business on the first day of operation, the Geelong Post Office Savings Bank reported that ten people had deposited a total of £4.1.6 and after one week twenty people had deposited £55. A year later, in April 1866, Geelong residents had deposited a total of £942 into the local branch of the Post Office Savings Bank. The Victorian total was £15,468 in deposits. In July 1873 the Victorian government amalgamated the Post Office and Telegraph departments. In May 1893 all Post Office Savings Banks were managed by the Geelong Savings Bank.

Several instances of 'making the news for all the wrong reasons'

By 1870 there was a post office in every township and the Postmaster-General was required to table his annual report in the parliament. Reports focussed on the growth of the service – such as the number of post offices, the speed of delivery, the expansion of the telegraph system and other achievements – but some aspects of the service remained unchanged. Geelong's postmaster still used flags to inform residents of the arrival or departure of the mail. In June 1874 a white flag meant that a mail ship had been sighted off Cape Otway, a blue flag with 'H' meant that a mail ship had passed through the Heads, and so on. Conversely a red flag with 'RM" meant that a 'return-mail' ship was about to depart Geelong for Adelaide and thence to England. On the rare occasion when the wrong flag was hoisted above the post office, abject apologies were speedily issued.

There were several instances that attracted the community's attention to the postal system. Two were Geelong-based and two were stories from the district, but all caught the attention of local residents.

In 1866 Victoria's Postmaster-General appointed the publican at the Meredith Hotel as the local postmaster. This angered residents but entertained Geelong readers for at least six months because of widespread community indignation. Two ministers of religion convened public meetings and deputations in order to persuade the bureaucracy that forcing women and children into a hotel to collect the family mail was immoral, indecent and evidence of poor judgement. The Postmaster-General sent an inspector to Meredith and, finally, the decision was made to relocate the post office to the Meredith Railway Station.

By the mid-1870s there was a common belief that Geelong's post office was housed in a 'wretched and ugly building.' It was also described as 'a low squat building of freestone with frowsy, forbidding walls'.

These views seemed to have come from residents who was tired of queueing for mail, those who were annoyed by the overcrowding due to the addition of the telegraphic and banking services, and those who were annoyed that Ballarat and Bendigo – and even Stawell - had better postal facilities than Geelong. These complaints must have demoralised postal staff working in the building.

In January 1877 Geelong residents became aware of the plight of Martin Walsh, a disabled mail carrier who had been sacked by callous officials. Walsh was formerly a police constable who accidently lost his hand when his gun exploded. For many years he worked in Melbourne as a government courier, and for the past ten years he had been employed as a mail carrier in Geelong. In late-1876 Walsh fell off his horse at Herne Hill and was badly injured. He was on sick leave for three months but then received instructions from the Public Service Board to either return to work or retire. He challenged this decision but to no avail: Walsh was awarded £55 in compensation for twenty years' service but was now unemployed. He and his young family was destitute. Parishioners at his church organised a concert that raised £16 for the family and it was hoped that his son and daughter would be placed on the waiting list for jobs at the Post Office.

In August 1877 James Jenkins, the postmaster at the Elaine Post Office was charged with embezzling £40 from a local landowner. Jenkins was tried in the Geelong Court where he admitted his guilt and was sentenced to seven years gaol.

In 1884 an unknown person set fire to the post box at the Geelong Post Office. The government offered a reward for information leading to the arrest of the arsonist but the culprit was never revealed.

Telephones

Brownhill's *History of Geelong and Corio Bay* provides an overview of the formation of the Geelong Telephone Exchange. In 1877 Mr W Thomas, the manager of the Customs House experimented with a telephone system at his home in Skene Street. In 1886 the Victorian government offered to install a telephone exchange in Geelong provided that fifty subscribers each agreed to pay £10 per annum for five years. However a number of potential customers refused to subscribe because of the erratic connectivity between Geelong and Melbourne. In spite of the initial lack of response, a telephone exchange was established in the Geelong Post Office in September 1888. There were thirty-three subscribers and some notable omissions: including the Geelong Fire Brigade, the police station which did not want to be bothered by trivial complaints, and the Geelong Town Council because the Town Clerk did not want to be pestered by ratepayers. In October 1889 the Geelong Post Office provided space for a public telephone at its service counter. By 1900 about 300 Geelong businesses and individuals had a telephone.

Geelong's 'second' Post Office building

Erected in 1855, the once 'handsome' Geelong post office was now regarded as a tired building urgently in need of demolition. Leaving aside the remarkable growth of postal services in Victoria – it was estimated that every resident sent or received about forty letters per annum – the Ryrie Street building also housed the telegraph office, a money order department and a saving bank. Civic rivalry was evident in Geelong, Geelong West, Newtown and Chilwell and the Shire of Bellarine. There was also a heady brew of rivalry, envy and jealousy between Geelong, Ballarat and Bendigo. Geelong had no shortage of politicians but their loyalty to local issues was repeatedly called into question. John

Donaghy (MLA Geelong West) made no secret that his allegiance lay in Geelong West, Charles Andrews (MLA Geelong) lived in Melbourne and only travelled to Geelong on a fortnightly basis, and James Munro (MLA Geelong) could best be described as a charismatic but delusional self-promoter whose actions were soon to have a disastrous impact on Victoria's economy and social fabric. The late-1880s was the infamous 'land boom' era in which governments of all persuasion were fully committed to funding an unprecedented number of new buildings, suburbs and railway lines. All of the above, plus the common view that Geelong's post office was a small, ugly building, led to a long campaign to 'get a new post office.'

It is usually difficult to identify one incident, event or date that can be described as 'the day' when a generational change took place. In the case of the decision to demolish the original Geelong Post Office and replace it with a new building, three dates are significant. In January 1886 Graham Berry, MLA for Geelong West and Premier of Victoria, laid the foundation stone for the Geelong West Post Office. The building would be 'superior' to the Geelong Post Office and, to add to the insult, the Melbourne press called it the 'new Geelong Post Office.' On 11 January 1887 the *Geelong Advertiser* described the Geelong Post Office as inadequate, 'like an oven in summer'. and vastly inferior to most post office buildings in the colony. On 17 January 1887, a correspondent to the local press said that the Township of Geelong would never get a decent post office as long as its residents continued to elect ineffectual politicians who had no loyalty to the people of Geelong. These three public statements led to Cr Henry Meakin, the Mayor of Geelong, initiating a formal inspection of the Geelong post office and, four years later, the opening of Geelong's new or 'second 'post office.

The following is a simple chronology of the critical dates that led to the construction of the Geelong Post Office.

On 16 December 1887 the Mayor of Geelong inspected the current post office and expressed concern about the poor condition of the building and the decrepit public and staff amenities. The tour was conducted by Mr J Wallace, the Acting Postmaster. The Mayor agreed with other residents who said it was a 'wretched ugly structure' constructed of cheap freestone, and that the forty-year old building consisted of too many cramped rooms that were poorly lit and ventilated. The building had been subjected to ineffective modifications over the years and the sanitary conditions in the basement were described as 'inadequate' - which conjures up many thoughts! The Telegraph Department was unsafe and poorly lit and Cr Meakin thought that hundreds of Geelong residents had better heating and lighting in their own homes. The Mayor laid the blame on Geelong's ineffectual Members of Parliament and said that he intended to take matters into his own hands. He appointed himself a one-man deputation to wait on the Postmaster-General.

On 9 February 1888 the mayor persuaded the Postmaster-General to visit Geelong to inspect the building. The PM-G agreed that Geelong warranted a new post office and that his department would select a site for a new post office, but then, in true bureaucratic form, said that he could not make any firm commitments.

A letter writer complained (on 9 April 1888) that Bendigo was about to spend £50,000 on a suite of public buildings including a new post office.

On 14 April 1888, Mr J H Marsden, the Architect for the Public Works Department visited Geelong to inspect the post office and identify possible sites for the new building. Marsden then met the mayor and local Members of Parliament. He displayed a sketch plan of a building to be erected on the present site which suggests that alternative sites had not been given serious consideration. Marsden's plan was

based on a two-storey building constructed of brick with cement rendered exterior walls. The building would have two front doors: the Ryrie Street entrance for postal services and the Gheringhap Street door for telegraph services.

In May 1888 Geelong residents were delighted to hear that the Public Works Department had allocated £10,000 for a new post office on the current site but prominent businessmen argued that the new facility should be built in Market Square in Moorabool Street. When it became obvious that the Square could not be used for a government building, one local merchant suggested that 'Frank's Corner' would be the ideal site and could be purchased for 'only' £25,000. This suggestion caused a furore in civic circles. The Town Council immediately rejected this as a foolish idea that gave the impression that the Geelong community was undecided and that such indecision would make it easy for the government to defer making any decision. Having dispensed with this problem, it was assumed that the government had placed the cost of the new post office on its annual Budget Estimates and so the matter seemed resolved. But weeks later there was good and bad news because the plans were finalised but no funding had been provided in the budget. (There was, however, £20,000 to dredge Corio Bay, £3,500 to improve Geelong's wharves and £1,000 for the Gordon College.) The Geelong Town Council and politicians blamed each other for the fact that Geelong had been 'most unjustly treated' by the government.

All was not lost because in November 1888 Cr Humble, the in-coming Mayor of Geelong, promised to complete ex-Mayor Meakin's good work. There was a suggestion that the government was 'playing Geelong false' but Cr Humble was pleased to report that the Postmaster-General's office was about to lease a building that would serve as a temporary post office for several years. Months later, in March 1889, the announcement of the forthcoming state elections provided an opportunity for political candidates to pledge their commitment to the post office building project. James Munro, MLA, said that his efforts were herculean but had been thwarted due to confusion between government departments.

In April 1889 the Public Works Department announced that it had prepared an architectural plan but the Department's attitude angered the Town Council. The PWD's senior public servant said that he would not accept suggestions or amendments to his plan and that he was too busy to bring his plan to Geelong for public scrutiny. On 9 May Cr Meakin took it upon himself to travel to Melbourne to inspect the plan which revealed 'a magnificent structure with a 110 feet high tower.' Cr Meakin also cajoled the architect to travel to Geelong but, on 20 May 1889, Marsden surprised everyone by revealing plans for a three-storey building that would house the post office and telegraph office, plus one floor for the Lands Department and Water Supply department.

In August 1889 tenders were called for the construction of a building that would consist of a basement, two floors and a tower. It appears that the original plan of May 1888 was used for tendering purposes.

(There are later refences to a three-storey building that incorporated space for the Lands and Water Supply departments. For example, on 15 May 1911 it was reported that the new Automatic Telephone Exchange would be installed in rooms recently vacated by the water supply department.)

On 20 September 1889 a Melbourne builder, (Mr David Kinnaird) won the contract with a bid of £17,850. One week later, the old post office was fenced off and demolition work began. A prominent colonial journalist, 'The Vagabond', congratulated Geelong residents on their good fortune in securing funds for a new post office. The contract to supply bricks for the building was secured by the Corio Brick and Tile Company. By now Cr Meakin was widely recognised as the instigator of the campaign to secure the new post office.

On 12 February 1890, Lord Hopetoun, the Governor of Victoria, laid the foundation stone of the first Post Office and, with very little fanfare, the second Geelong Post Office opened for business on 27 April 1891. The job had been delayed by strikes due to the use of non-union labour on the site, but the result was a handsome building within Geelong's civic precinct.

Geelong's temporary Post Office was located in the former skating rink in Little Malop Street. In July 1889 the rink was described as a large modern wooden building that was in every way superior to the existing post office. Unfortunately, the building included a lot of galvanised iron and in summer the office was unbearably hot. Charles Mount, a regular correspondent to the *Geelong Advertiser*, said that the entrance to the temporary post office did not comply with public safety regulations.

Old building material was purchased by several businessmen including one builder who used the stone to erect cottages in East Geelong. In October 1889 the old building had largely disappeared but the search for the original time capsule had been unsuccessful.

The laying of the foundation stone in February 1890 was attended by 3,500 people who witnessed the burying of another time capsule, and listened to politicians laying modest claim to this important day. The event was poorly reported in the local press because the Governor performed four more civic functions that morning before attending a lavish (and well-reported) banquet at the Town Hall. Once again there was consensus that Cr Henry Meakin was the instigator of the campaign to erect Geelong's new Post Office. Elsewhere in the *Geelong Advertiser* it was reported that Thomas Marsh, a well-known Geelong pickpocket, had been arrested whilst practising his craft at the post office ceremony. Marsh, aged 64 years, pleaded guilty and was sentenced to three months in gaol.

The clock tower with no clock

In August 1888 news that the post office tower would include a clock, bells and chimes was greeted with universal approval. But the previous difficulties in getting the building onto the government's budget estimates was an indication that costs had to be kept to a minimum. In November 1888 a correspondent, 'G.S.' thought that Geelong residents should ask for the clock and chimes that were about to be removed from the Melbourne Post Office. His logic was simple: if Geelong did not lobby for the clock, it would go to somewhere else. A year passed, tenders were let for the new post office building but still there was no decision on the clock. In December 1889 another resident observed that post offices in Ballarat and Bendigo had clocks and it was now up to the Geelong Town Council to force the government to include a clock in the post office tower. There was no mention of a clock when Lord Hopetoun laid the foundation stone but, finally, in April 1891 the Geelong Town Council was informally promised that the government would allocate £1,000 toward the purchase of a clock for the new post office. In return the Town Council willingly agreed to contribute £200 toward the cost of illuminatng the clock. The *Ballarat Star* newspaper claimed that the Melbourne Post Office's old clock was on its way to Geelong but this did not eventuate and the much-coveted clock was installed in the Collingwood Post Office. Once again nothing happened and the old method of communication by flags was still in use. In October 1891, Geelong's Postmaster advised residents that 'a white flag with a black ball in the centre would be hoisted on the Post Office tower at 12.55pm and lowered at 1.00pm every day except on Sundays' in order that all ship owners and businesses could calibrate their own timepieces.

The National Trust of Victoria's Statement of Significance was written 100 years later and describes the building as follows:

> Geelong Post Office was constructed between 1889 and 1891 to the design of Public Works Department architect, John H Marsden, is of State architectural and historical significance as a largely intact example of a late Victorian Italianate Post Office. The substantial, richly decorated asymmetrically aligned corner tower…is a prominent feature in Geelong.

But in 1891 the Geelong Post Office had a magnificent clock tower without a clock because the government would not provide the funds. Residents stared at four blank faces or oriels for the next decade. The much-delayed installation of the clock did not take place until December 1911. (see below)

Other Post Office activities between 1888-91

Postal, telegraph and telephone services continued to expand in the late-1880s and there were reports of new or renovated post offices in Moolap, Birregurra, Ocean Grove and East Bellarine. Portarlington's foundation stone was laid in September 1888 by MLA, Jonas Levien, who took great pride in this milestone and, of course, his powers of persuasion in lobbying the government to provide a generous grant. In October 1889 Miss Agnes Murray won the tender to provide a weekly mail service between Jan Juc and Anglesea. Her fee was £12 per annum. Another tender for the twice-weekly mail service from Geelong to Ocean Grove was let at £25 per annum. The role of the post office continued to grow: postmasters or mistresses paid old age pensions and continued to handle money orders. Newspaper advertisements by quack medical experts who offered to sell their wares via the postal system is another indicator of the importance of the post office in so many isolated communities.

Improvements to the telegraph service meant that more equipment had to be installed in Geelong. In May 1889 Dennys, Lascelles, Austin and Co, a prominent woolbroking company, promised to spend £400 per annum on telegraphic services provided the government agreed to install modern equipment. This early example of a 'public-private partnership' was readily accepted by all parties.

On 27 December 1889, James Fisher, the Postmaster reported that his office had been very busy because of the delivery of thousands of Christmas cards. He also noted that the delivery of Valentine's Day cards had dropped off in the past few years.

Civic jealousy was always present. In April 1891, in the weeks immediately after the opening of the Geelong Post Office, the mayor and residents of Ballarat complained that their postal services now lagged behind those of Geelong. Cr Shoppee, the Mayor of Ballaarat, said that Geelong also had a superior telegraphic service that afforded their businessmen a significant advantage: a Geelong resident could make a phone call from a private booth in the Geelong Post Office for 18 pence per five minutes. This was cheaper than a phone call from Ballarat.

Meanwhile the cost of a standard postage stamp had fallen to one penny. This was regarded as a victory following thirty years of complaints about the exorbitant price of the two-penny stamp. In October 1891, 'Australia' (i.e. all the colonies) joined the Universal Postal Union which meant that mail between colonies was charged the same rate. This event occurred a decade before federation and was regarded as a milestone because 'Australia was the last civilised country' to join the UPU.

From Time Ball and Flags to the Clock

Geelong's Time Ball was installed in 1854 as a means of advising ships captains and local businesses of the correct time. A time ball enabled mariners to re-set their chronometers which were vital for navigational purposes. The ball was placed on a prominent building and then raised to its full height on a pole – so that every ship in the harbour could see it - and then dropped at a designated time so that navigational calculations could be made. Situated on the top of the Geelong telegraph office it had fallen into disrepair by 1900. In October 1907 an attempt was made to refurbish the ball and relocate it to the much taller post office tower. Tradesmen said that the task could be undertaken at a cost of £10. But then the bureaucrats stepped in: an inspector from the Post and Telegraph Department said that the job would cost £154 and that only he was authorised to carry out the work, but that his department did not have any funds for the project. The local Chamber of Commerce expressed annoyance but the matter dragged on.

In 1907 the Geelong Progress Association petitioned the Commonwealth government to supply a clock for the Geelong Post Office but the Association and the Town Council received a negative response. In 1909 the Postmaster-General was even more forthright when he said that 'under no circumstances' will the Commonwealth Government supply clocks to schools, town halls, railway stations or post offices.

The death of King Edward the Seventh in 1910 caused widespread grief in Geelong and throughout the country. He was born in 1841 at a time when Geelong's postal services operated from a one-room timber building in Fyans or Yarra Streets, Geelong. King Edward died on Friday 6 May 1910 and news of his death reached Australia the following day. Church sermons included reference to the fact that His Majesty 'was loved by the people' and on Monday 9 June 1910 the *Geelong Advertiser* printed a series of articles about the former monarch. Thus, the news of his birth in 1841 took 130 days to reach Geelong whereas news of his death in 1910 took less that one day: such was the power of the telegraph and postal system.

As was the case following the death of every regal and vice-regal personage, the residents of Geelong felt compelled to memorialise the occasion. Nothing could be more obvious than Geelong's faceless clock tower. The Mayor of Geelong convened a public meeting that considered five options before a plebiscite in June 1911 resulted in overwhelming support for the installation of a clock in the post office tower. (This proposal received 80% of all votes and easily defeated suggestions in favour of a life-sized portrait, a monument, a children's wing at the hospital, a scholarship scheme and funding for the Seafarers' home.) Subscriptions were invited, and seven Geelong residents immediately promised to each contribute £50. It was difficult to estimate the cost of the project which included the manufacture of the clock in Britain, the option of bells and chimes, the cost of shipping the components to Geelong and various customs and import duties, but everyone was confident that Geelong residents and community groups would meet all costs. A few residents complained about the noise pollution associated with the bells and chimes but the project went ahead and an order to construct the clock, at a cost of £450, was sent to Benson and Co. in England. By now dozens of local organisations and individuals had contributed money but the government was adamant that it would not provide any assistance. For a few weeks it seemed that Geelong was going to have a 'dumb clock, meaning a clock without bells or chimes, but the appeal grew because of the urging and financial assistance of Cr Austin. It was hoped that the clock would be installed by Coronation Day, 22 June 1911, but that day passed in silence in the post office tower.

In October 1911 eight crates of mechanism arrived from Britain and were off-loaded in Geelong in readiness for the installation of the clock. The Commonwealth government waived all import duties and

the Geelong Harbour Trust waived its usual wharfage fee because of the unique nature of the project. Throughout December 1911 the local press gave reports on the installation and testing of the clock, the attaching of the hands, and the testing of the bells and chimes. With hindsight it seems that the clock attracted more attention than the opening of the building. The *News of the Week* newspaper published several photographs of the intricate machinery. The clock was activated on 22 December 1911. The citizens of Geelong had donated £1,300 by public subscription which meant that all costs were met, and the King's Memorial Clock Committee had about £200 to pay for lighting and future maintenance.

Automatic Telephone Exchange

In 1910 the Geelong Chamber of Commerce, representing all of Geelong's leading businessmen, demanded that the Postmaster-General's department upgrade the local telephone exchange. The current service was 'a positive disgrace' because the Exchange could not cope with the number of subscribers, the trunk lines were overloaded, and so on. The PM-G undertook to carry out improvements and agreed to employ two additional telephonists at the Exchange, but these measures still seemed barely sufficient.

In 1911 it was announced that Geelong would soon be the proud owner of the first Automatic Telephone Exchange in Australia. By now Geelong's telephone system had 700 subscribers but the system was hopelessly overcrowded with limited telephone lines and a lack of capacity for expansion. The building was also overcrowded and on 15 May 1911 the removal of partitions from the old water supply offices on the 3rd floor of the Post Office enabled the creation of a spacious telephone room. The Commonwealth government called tenders for the ATE in August 1911 and later announced that the American Telephone Company had won the contract. The Postmaster-General was unwilling to disclose the cost of the new equipment but insisted that the ATE would result in considerable salary savings because several telephonists – who were each paid £100 per annum - would be made redundant or transferred elsewhere. The new Automatic Telephone Exchange was activated on 31 July 1912. The *Geelong Advertiser* published a detailed report on the occasion on 1 August 1912. It appears that the decision to install the ATE in Geelong was a matter of political expediency and Mr Ozanne, MHR for Corio, enjoyed the occasion. He suggested that, because Geelong was such a 'go-ahead' city it should be named the federal capital! But not everyone was dazzled by the fact that Geelong had one of the most modern pieces of machinery in Australia. Immediately after the opening ceremony a powerful deputation waited on Mr Thomas, MHR and Minister for External Affairs, and demanded that the Geelong Post Office be allocated more postmen.

There were dire predictions that the striking of the clock would upset the newly installed electrical mechanism that powered the Automatic Telephone Exchange but these claims were dismissed as rubbish.

Post Office activity between 1914-1930

One of the most important aspects of the creation of the Commonwealth of Australia was the transfer of all postal, telegraph and telephone services from the states to the Commonwealth. This was evident in the failed attempts to persuade the government to pay for the Post Office clock and the success in lobbying the government to supply the Automatic Telephone Exchange in the years between 1907-1912. All full time postal workers were subject to the Public Service Commission, and as a

consequence, those staff seeking a promotion had to be prepared to accept a transfer to another town and city. The local press frequently reported on the deployment of postal staff who worked in Geelong. Similarly, all staff who sought employment in a post office had to pass a Public Service exam. In July 1912 the Geelong Chamber of Commerce lobbied the federal government to reclassify the Geelong Post Office from a 'Class 2' to a 'Class 1' office because it would enhance the career prospects of current staff and because of that usual bogey - municipal rivalry. The Ballarat and Bendigo post offices were already 'Class 1's. After the usual deputations and appeals to federal politicians, the Geelong Post Office's status was upgraded to 'Class 1' in August 1913.

The Commonwealth government permitted postal voting at federal elections and referendums, and this added to the workload of all post officers. In June 1912 the Post Office divested itself of their Savings Banks to the Victorian Savings Bank.

The Geelong Postmaster was responsible for the deployment of his mail sorters and mail carriers. In December each year additional sorters were engaged to deal with the 'hundreds of bags of mail that clogged passages and stairwells' in a building that was already subject to many complaints because of its design and additional services. The constant growth of suburban Geelong meant that a network of fifteen 'mail walks' was devised. There were also two mail carrier routes that were bicycle powered. In 1916 the Geelong Post Office was allocated one motorcycle to collect mail from the pillar boxes but the experiment was an abject failure. The motorbike was underpowered, the sidecar couldn't carry the mail bags and the repair bills continued to mount. Six months later the Postmaster returned the motorbike and reverted to a mail carrier in charge of the ever-reliable horse and cart.

As mentioned above, the Geelong Post Office building was subject to numerous internal renovations. The decision to install the Automatic Telephone Exchange department was unforeseen but meant that more rooms had to be remodelled. In addition, the machinery generated considerable heat, and the rooms allocated to now-redundant telephonists had to be redesigned. The other problem was the 'front counter'. The space allocated to postal services, telegraphs and telephone services was unsuitable with the result that customers still complained about a lack of privacy, wasted space and long queues. The building was now described as 'oppressively stuffy with many rooms not being used for their designed purposes. Even the postmaster's office was used for other purposes.' The payment of old age pensions at the front counter was a demeaning fortnightly ordeal for Geelong's elderly residents who were not backward in expressing their complaints. The cost of the renovations to the Geelong Post Office exceeded £600 but failed to satisfy the customers or staff.

Postal services were not immune from World War One. In late-1915 all postmasters advised residents of the closing date for mail to ensure that Christmas deliveries reached the troops at Egypt and Gallipoli. But the war had an impact on the Geelong Post Office in other ways. The government announced that no vacancies caused by enlistments or retirements, would be filled with the result that the post office were undermanned for four years. The Geelong Post Office operated without a postmaster for several months in early-1915. The government also said that no money would be spent on building maintenance until the war was over. Due to a case of poor timing, in early-1915 a senior public servant submitted a damning report to the Commonwealth parliament on the inefficiencies of the Australian postal system. He claimed that the postal system was wasting £300,000 per annum. This claim – whether true or not – angered families who had one simple request: an assurance that the post office would deliver mail to men and women who had enlisted and were either in the thick of battle, nursing the wounded, training in Egypt, or on board a ship somewhere in the Indian Ocean. After a

spate of complaints about disrupted mail services, the Postmaster-General told all Australians to 'stop bothering the post office' and get ready for more disruption due to the war.

In 1916 the small Market Square post office was downgraded to a depot. Miss Brownlow had managed this office before she was transferred to Heywood in the same year. This post office appears to have been established in the late-1880s as a sop to the woolbrokers and merchants who had expected the 'new' post office to be built in the Square. In 1899 businessmen in Market Square claimed that it was ridiculous to think that a businessman had the time to walk half a mile to the Gheringhap Street post office to send a telegram. In 1903 the Market Square Post Office was in need of renovations but the Commonwealth government refused to spend money on the underused facility and, in 1919, the Postmaster-General's inspector reported that the Market square Post Office was not 'earning its keep' The branch closed when the Square was redeveloped in the early-1920s.

The Belmont and Chilwell post offices were busy, the Drysdale Post Office was 'an awful mess', and the Portarlington Post Office was robbed. In 1928 Mr and Mrs Olney retired from the Mount Moriac post office and general store after owning the business for the past forty years.

In the early-1920s, a decade after Geelong's Post Office clock was installed, all and sundry were still arguing about the accuracy of the clock, its visibility during the day and level of illumination at night. In response to complaints that the hourly chimes were inaudible, Mr Windmill assured readers that he could hear the Post Office clock from his home in Chilwell. The Geelong City Council had been paying the electrical lighting bills since 1912 and persisted in arguing that illuminating the clock was the Postmaster-General's responsibility.

The following table shows that Geelong was finally enjoying a decade of growth after being on the economic sidelines for the past fifty years. This growth had an immediate impact on the Geelong Post Office.

Geelong Post Office	1921	1926
Population	26,000	39,000
Letters sent	3,600,000	5,800,000
Letters rec'd	2,700,000	4,600,000
Telegrams	42,000	52,000
Trunk phone calls	120,000	230,000
Phone subscribers	1,223	1,967
Revenue £	42,000	52,000

The seemingly modest number telephone subscribers belies the growing importance of the telephone system to the Geelong post, telegraph and telephone network in 1928. Geelong PO's revenue increased by £3,000 to £67,000 per annum. The revenue came from four services: Telephone £28,000, Postal £19,000, Telegraph £15,400 and Money Orders £320. Mail handling and telephone calls had both doubled in the past six years. All of the above continued to put pressure on the Geelong Post Office and its building.

1994-2018

In 1994 Australia Post relocated to a shop in Moorabool St. In 1996 the property 'landed in the City of Greater Geelong's grasp when it was purchased on a $670,000 interest-free loan.

In March 2018 several real estate websites reported the following: 'Industry insiders say old Geelong Post Office could sell for $5m' and 'Heritage protections, construction limitations and a lack of comparative properties makes putting a value on the old Geelong Post Office a difficult task...But, to a developer, the intrinsic value lies in the potential to make an impact on Geelong like Deakin University's waterfront campus or Little Creatures' South Geelong brewery in repurposing historic buildings for a new use…Mr Anderson said a number of parties had approached the City in the past six months with an interest in the old post office building.'

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Geelong Post Office Notes and Sources (see separate file)

The main sources are listed below. Most notes are from the *Geelong Advertiser.*

Geelong Advertiser

Geelong Chronicle

Victoria, *Government Gazette*

Billot, C P Life of our years: in and around Geelong. A chronological history

Blainey, G *Black Kettle and Full Moon*

Brownhill, W *History of Geelong and Corio Bay*

Crowley, D *Colonial Australia, vols 1 and v 2*

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Nelsen I, *Post Office Geelong, Conservation Management Plan*

Purves, C *Postal history of Port Phillip District, 1835-1851*

Seaton, G *Ashby Story*

Photographs

The cover illustration is by John T Collins (1907-2001) and s in the State Library of Victoria's collection. It is accessible on Trove, the National Library of Australia's website, Image H96 210/451. Other photographs are on the National Archives Australia website (see NAA B5919, 724).

Dr Peter Mansfield OAM

Peter Mansfield was formerly the manager of four public library corporations and is a member of the Geelong Historical Society Inc. He has a PhD from Deakin University and is the author of:

Generous Providers and Stern Custodians (the development of colonial libraries),

Respectable Behavior volumes 1,2, 3 and 4,

In Perfectly Safe Hands (local government in Geelong and district since 1836),

The Honorable Member for Corio (federal politics),

High Principles and Sound Ideals (state government),

Here, where all troubles cease (Geelong Eastern Cemetery) and

Barwon Cemeteries (Geelong and District Cemeteries).

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Geelong Post Office – Notes and Sources

Peter Mansfield

1836-37	Geelong settlement. (see Billot for basic dates.)
20 Oct 1838	Geelong proclaimed a Township, via NSW *Government Gazette.*
Mar 1840	Post office on Barwon Terrace but later moved to Fyans Street. (Called 'South Corio' in Brownhill, p581)
1 Jan 1841	Geelong's post office was a branch of the Melbourne Post office
1 Jul 1841	Clerk of the Bench (of the court) appointed temporary Postmaster
27 Oct 1841	Governor Gipps tours Geelong. Testimonial in NSW *Government Gazette*
Nov 1841	For several months the post office was located in Henry Mason's general store near the wharf.
9 Nov 1841	Birth of Her Majesty, Queen Victoria's first son, the Prince of Wales. She 'delivered a Prince'

18 Nov 1841	Ship with news leave London for Sydney
19 Mar 1842	Ship arrived with news in Sydney
30 Mar 1842	Ship arrived with news in Melbourne
25 Apr 1842	Geelong arranges a commemorative address. 'Every resident of Geelong is duty bound to sign the document…
	i.e. 18 weeks or125 days for news from London to Geelong.

Dec 1841	The government's survey of Geelong revealed that it had 81 houses and 454 residents. (The population increased to 8,500 within a decade.)
16 Mar 1842	Wm Turner appointed Geelong's Postmaster. Gaddy. (Situated in Corio Street, it was called 'North Corio' in Brownhill p581)
18 Apr 1842	Geelong is now a designated port for the receipt of overseas mail.
2 May 1842	Ship leaves Geelong port with the first consignment of overseas mail
1842	Several local businessmen handled mail, then James Harrison, editor of the *Geelong Advertiser,* acted as postmaster. He 'made up the first mail sent by sailing ship from Geelong to London sailing direct'. (Brownhill, p581)
1 Aug 1842	Geelong post office was part of 'Port Phillip District'.
1844	Melbourne introduced post boxes at various parts of the town.
5 Sep 1844	James Harrison is the postmaster.

14 Nov 1844	Post Office relocated to a stone building in Yarra Street. Next to Miss Fulloon's school or shop.
1 Jan 1847	First mail coach from Geelong to Adelaide. In fact the mail originated in Melbourne, travelled to Geelong by steamer, then overland from Geelong to Mt Gambier, and then carried by SA troopers to Adelaide.
1 Jul 1848	Post Office in Yarra Street.
1848	Public park in Geelong (see David Rowe notes)
1848	Wm Thacker appointed Geelong's first post master (Begg article in G.Advertiser)
1849	Victoria now thirty-six post offices.
1849	NSW introduced the pre-paid adhesive postage stamp. 1 penny red stamp, 2 penny blue stamp, 3 penny green stamp.
1 Jan 1850	Similar system in Victoria: 1 penny red stamp, 2 penny blue stamp, 3 penny green stamp. All with Queen Victoria's portrait.
22 Oct 1851	Tender called for a daily mail delivery between Geelong and Melbourne. Tenderers must have a two-horse carriage. Tenders closed on 29 Oct 1851. *Vic Gov Gaz.*
5 Nov 1851	Mail will be dispatched from Geelong to Ballarat on Wednesday and Saturdays.
Early 1850s	Local agitation for improved mail services from Geelong to the goldfields and the western districts, and the need for a better post office in suburban Geelong. The first problem was overcome by issuing more government mail delivery contracts, but the latter problem took a few years to resolve. (Brownhill, p581) It was reported that the first mail delivery from Castlemaine to Adelaide (from whence many diggers came to this goldfield) consisted of 500 letters (Crowley, p213)
11 Jan 1854	Government allocated £12,000 for a post office in Geelong. The government also allocated £11,000 'for the road to the Heads' (Queenscliff).
23 Jan 1854	Letter writer: Post Offices should be able to cover costs but should not be income raisers.
10 Feb 1854	Letter by 'Janus' on same.
17 Feb 1854	Concern that the government has leased a British ship 'Matilda Wattenbach' to bring mail from Liverpool to Victoria whereas there were faster ships available.
3 Mar 1854	First telegraph service between Melbourne and Williamstown. (One month later Melbourne was connected to London by telegraph and traditional overland mail. This reduced the time of delivery by about 25%.) Less than one year later, in December 1854, Geelong and Melbourne were connected by telegraph and Queenscliff was connected on 30 Jan 1855.
23 Feb 1854	Victorian government officers are considering three sites for Geelong's new post office. The post office was currently at the corner of Union and Little Malop Streets. At the Geelong Town Council meeting, Cr Harding moved in support of a site next to the Union Hotel but he was defeated (7 to 3 votes) by those councillors who wanted the

post office to be located at the corner of Moorabool and Corio Streets. Both recommendations were subsequently over-ridden by the government which opted for corner of Ryrie and Gheringhap Streets.

9 Mar 1854 Editorial called 'Visitor's guide to Geelong' praised Geelong's wharfage and waterfront as 'magnificent' but noted that most public offices were mediocre. The 'post office in Union Street is externally nothing of significance, being smaller than most shops in the street. It is leased on a weekly basis.'

17 Mar 1854 A local clergyman advertised by a notice in the post office that he was willing to baptize any and every child next Sunday. This caused a few comments about the respectability of what he was offering but no concern that he should use the post office as a community noticeboard.

13 Apr 1854 Government has introduced the 1 penny postage rate on newspapers. Previously all newspapers – mailed within seven days of publication – were free of charge. The *Geelong Advertiser* was 'disgusted' that politicians had caved in on this matter. The *Geelong Advertiser* relied in its readership in the Western District which gave it and its advertisers a great advantage over the Melbourne newspapers.

13 Apr 1854 Another cause for complaint as a result of the passing of the Postal Act 1854. Previously some mail had been off-loaded at Shortland's Bluff (Queenscliff) which meant that letters and newspapers could be transmitted to Geelong within three hours and on the desks of 'energetic business directors' an hour later. But it seems that the government is going to prevent this to the detriment of Geelong's economy. i.e. all London mail would be shipped to Melbourne, sorted and Geelong mail sent to the local post office.

14 Apr 1854 Postal Act means that all mail has to be pre-paid.

4 May 1854 Letter by irate resident who was charged 2 shillings to post one letter to Sydney and another letter to Melbourne. The newspaper editor agreed that she had been overcharged: she should have been charged 6 pence to send her letter to Melbourne and 12 pence to send her letter to Sydney.

26 Aug 1854 Vic Gov Gazette. Tender sought for construction of Geelong Telegraphic Office.

Nov 1854 Tenders for construction of the Geelong Post Office appeared in the *Vic Gov Gaz*. All tenders must include two referees who will certify that they will provide a bond on behalf of the successful tenderer. The Tenders Board said it would announce its decision on 23 January 1855

5 Dec 1854 Geelong connected to Melbourne by telegraph. (Queenscliff by 30 Jan 1855.) The rules of sending telegrams was explained in the press.

6 Jan 1855 *Geelong Advertiser*. Long article about the government's mismanagement of the colonial budget. (Paraphrased: In a gold-rich colony the government has been reckless and wasteful and shows poor decision making. This is very evident with the post office saga. Some years earlier it was suggested that all letters should include a 2 pence postage stamp but the government thought it would disadvantage its rural Members of Parliament so the government capitulated and retained the 1 penny stamp (and free

distribution of newspapers). Four years later the postage rate has not changed, and the government cannot afford to build better facilities. We now face the common problem: if the service is poor no one will use it, if it is improved it will expand and generate more revenue.

10 Jan 1855 Geelong's Chamber of Commerce and Mechanics' Institute committees both urged the government to act in building a new post office and improving service delivery, amid fears of staff retrenchments that would affect all postal services.

5 Jan 1855 Houses in many Geelong streets to be renumbered.

6 Jan 1855 Long article in *Geelong Advertiser* about the postal system in the colony. The government is almost bankrupt because of its reckless behaviour and, as a result, our Geelong post office has been most 'injudiciously dealt with'. It is a shameful fact that Geelong has been starved of funds for several years. We say that a 2 penny stamp would generate enough income to make all post offices viable but this will not happen because of weak politicians.

6 Jan 1855 Letter by 'Scutator' about poor postal services.

8 Jan 1855 Letter by 'Pro Bono Publicis' who is 'One of your old colonists'. He lives in Villamanta Street and is concerned that he will no longer receive daily mail deliveries: how will I know if I have received letters of the greatest importance, and how will I know to go to the post office to collect the same – especially when the post office is only open from 9am to 6pm.

8 Jan 1855 Sarcastic letter from 'A Grand Mother' about the government's attempts to do away with the 'wicked un-usefulness' of the post office system.

11 Jan 1855 Letter by 'Scutator' complaining that Geelong's mail will only be home delivered every second day.

20 Jan 1855 Complaint by 'A Sufferer' that Geelong residents have to wait 60 days for mail to get from Liverpool to Melbourne and then another three days for the mail to be sorted and sent from Melbourne to Geelong.

30 Jan 1855 Report that the Melbourne Post Office is 'a degraded inefficiency', concern that all post offices are clogged with uncollected mail, the Geelong postmaster is efficient but the local service is a disgrace, Geelong has a population of 25,000 and yet most mail is issued via a window that is only nine inches by nine inches.

Feb 1855 Crimean war meant that communications routes were disrupted at a time when colonists were desperate for news. (Mansfield, Crowley p302) Instead of war news taking 4-6 weeks to arrive it was now taking three months.

Jan 1855 Tenders for construction of Geelong Post office close in one week. *Vic Gov Gaz.*

The government allocation was £8,200 (c/f the Chamber of Commerce building which got a £12,000 allocation). (Brownhill p48) (Check this: earlier on 11 Jan 1854 the allocation was £12,000. See 8 July 1855 below for second tender.)

11 Jan 1855 Unclaimed mail. Wm Thacker the postmaster advised that the following list of about 400 letters were waiting to be claimed. He advised that these letters arrived in

	December 1854 and if not collected letters they would be sent to the Dead Letter Office in Melbourne on 31 Jan 1855. The list included 19 surnames beginning with A, 97 M's and 57 W's.
14 Jan 1855	Telegraphic links from Melbourne now extend to Geelong and Queenscliff, Castlemaine, Williamstown, Ballarat, etc
1 Feb 1855	Debate about the Postal Bill. Questions why some objects are deemed to be newspapers and other not. The debate drags on for months. See 6 February 1855 as an example.
6 Feb 1855	Report in *Geelong Advertiser*. Very critical of the government's claim that the all postage fees should increase dramatically to cover costs. The editor also criticises those (politicians and pastoralists) who claim that the one or two penny stamp was designed to aid the worker. The editor says that, for every digger on the goldfields or shepherd in a lonely paddock who received a letter from Home, a few wealthy pastoralists and merchants received 50 business letters at the same cheap rate. In addition, most town merchants have their letters delivered on a daily or even half-daily basis whereas the workers have to queue up at the nearest post office.
20 Feb 1855	Tenders called for fencing etc for the Telegraph Station in the *Vic Gov Gazette*. Results to be announced on 6 March 1855
5 Mar 1855	Wm Thacker, the local postmaster's salary is £300 per annum.
14 Mar 1855	Vic Gov Gazette. Tenders sought for the construction of a telegraphic line between Geelong and Ballarat. Tender to be assessed on 'cost per mile'. Eight tenders submitted and the contract was awarded to W Mitchell whose price was £73 per mile. Awarded on 29 April 1855.
30 Apr 1855	The current post office is 'absurdly small' for the amount of business it handles.
Apr 1855	New post office to be built at the corner of Ryrie and Gheringhap Streets
2 Jul 1855	The Postal Act comes into force today. The town postal rate is 2 pence, the rate from one post office to another post office is 4 pence and a ship letter is 6 pence. The weight of a letter is to be less than half one ounce. Over this weight higher charges apply to each letter. 'Letters that are not prepaid are never forwarded'
24 Aug 1855	Complaint by Gilbert Robertson that there is no postal service to the residents of Ceres – even though it a populous little village.
1855-56	The Melbourne *Argus* and *Age* newspapers contain dozens of letters of compliant about the cost of postage in Melbourne etc.
28 Dec 1855	Post Office opened at Ryrie and Gheringhap Streets. [By whom?] Almost no mention in *Geelong Advertiser* other than a paragraph that the services had been transferred from the Corio Street site the day before. On 31 December 1855 it was reported that not all furnishings were in place. The portico of the building was Roman Doric style from local freestone. The post office is a compact and businesslike appearance. Its position in Geelong is of course a great blunder but we cannot blame the government entirely…because of the actions of the Geelong Town Council.

3 Jun 1856 *Vic Gov Gazette.* Tenders invited for the construction of the second wing of the Geelong Post Office. Tenders close on 13 June 1856.

8 Jul 1856 Thirteen men submitted tenders. Contract worth £2,900 awarded to Messrs Cowenden and Grey. The Vic Gov Gazette noted that C and G had not performed public work for the government before.

1856 Extra wing on western side of the building (Brownhill p 581) to accommodate the telegraph office.

12 Jul 1856 Letters posted within UK = 450 million items per annum

25 Jul 2856 Geelong roads to the post office in a shameful condition.

Jan 1857 Regular rail service to Melbourne carried mail.

30 Oct 1857 *Vic Gov Gazette.* Tender for the construction of the Geelong telegraphic office – next to the post office – awarded to E Westerly at £2,038 and the tender for office furniture at £86 awarded to Thomas Bell.

1858 Victorian post offices introduced the money order service.

1859 Wm Thacker the postmaster regularly announced the dates when mail must be at post office in order to be placed on sailing ships to London, via India. Seems to be one ship per week / fortnight.

Discussion about establishing a post office at Portarlington, (there was already a post office at Bellarine East, meaning Drysdale.)

10 Mar 1860 Letter written on Friday, published on Saturday. Hope that the Post Office staff make a concerted effort to deliver all mail today – it is inconvenient to think that sorted mail is sitting in the post office until Monday.

17 Apr 1860 *Vic Gov Gazette*. South Barwon now part of the Geelong postal district. Therefore the town mail rate of 2 pence will apply.

12 Jul 1860 Electric Telegraph regulations (only slightly revised since 1854)

- No changes to name address, etc permitted
- Must be in ink and legible
- Will be delivered free of charge within one mile of post office or charged at the rate of an omnibus or cab fare.
- Sent in the order of receipt
- All messages are treated as confidential
- All telegrams to be pre-paid

27 Jul 1860 Post Office money orders: minor revisions to regulations on handling and receipt. No money order over £10 to be processed. The handling fee is 6 pence up to an order for £5 pounds and 12 pence for orders up to £10. (Is this for Geelong only?)

10 Oct 1860	Time tables published for the arrival and dispatch of mail from about 30 towns in the district and the goldfields.
2 Apr 1861	New regulations on the supply of Money Orders.
6 Apr 1861p2	Protest about the Telegraph office. About the regulation and cost and priority of telegraphic reports of shipping news.
29 May 1861p2	*Geelong Chronicle.* Mr Penton is the local telegraphic master. Other telegraph officers named in 1862-64 include C D Badge and Thomas Lewis.
1 Sep 1861p3	*Geelong Chronicle.* Death of Mr Nolan a mail sorter.
12 Nov 1861	Victorian *Government Gazette*. A reward of £50 has been offered to apprehend the person(s) who injured telegraph poles at Wallington
28 Dec 1861	Letter by 'T. W.' questioning the working hours and excessive number of public holidays enjoyed by post office staff.
1862	New Post Offices at Steiglitz and Maude.
11 Mar 1862	Vic Gove Gazette. C D Badge is the Telegraphic Officer in Geelong
1 Aug 1862p3	*Geelong Chronicle.* Tender for Post Office uniforms
	The tender provided for 12 coats for letter carriers at 5 pounds plus hats at 10 shillings.
19 Aug 1862p2	*Geelong Chronicle.* News agencies race to use telegraph lines to Queenscliff
23 Sep 1862p2	*Geelong Chronicle.* Editorial about post office
30 Sep 1862p3	*Geelong Chronicle.* Unclaimed letters
13 Dec 1862p2	*Geelong Chronicle.* Letter to the editor
22 Jan1863p3	*Geelong Chronicle*, Statistics for 1861-2
27 Jan 1863	Publication of a long history of postal services in Australia (mostly NSW). Notes that in 1837 the Melbourne Post Office handled about 1,200 letter and 1,300 newspapers: by 1840 these numbers had increased to 33,000 and 70,000.
13 Jan 1863	Confusion in Geelong when the Post office raised the wrong flag, re. the arrival and sorting of the last British mail.
25 Aug 1863	Vic Gov Gazette. Thomas Lewis replaced Badge as Telegraphic officer
30 Apr 1864	Vic Gove Gazette. D R Penton replaced Thomas Lewis as Telegraphic Officer
13 Aug 1864	Letter by 'Justica' who complained about postal services. No details
Apr 1865	First letter box in Geelong established in Henry Franks' stationary shop, Moorabool St.
11 Sep 1865	PO Savings Bank established in Geelong. By now the total staff at the Geelong Post and Telegraph office is 23.
Sep 1865	Mr Harrison, Geelong Post Office, is trying to get a taller flag pole for the Post Office

29 Nov 1866	The ‘Post Office Scandal at Meredith’ was a saga the started when the publican of the Meredith hotel became the local postmaster. Over the next six months numerous people complained that this was ‘injurious to the morality’ of the town, terrible when school children had to enter the hotel to collect the mail, the publican was rude, etc. The Postmaster General agreed to send an Inspector but the matter was still causing unrest in August and September 1867.
12 Mar 1867	Level of activity by the Post Office Savings Bank.
8 Jun 1868	Government report on Victorian post offices.
23 Aug 1868	Re-using postage stamps is illegal.
1869	Wm Thacker the postmaster since the early 1850s left Geelong to take up a similar position in Ballarat. He died there in 1875 aged 59. (Brownhill p582). Later, there is concern in the press that Geelong has not arranged a civic farewell for this diligent public servant.
29 Jun 1869	Telegraph services moved to the western wing of the Post office so mail and telegrams in the same building. (Historical reference only that may have been related to the crowded building.)
Sep 1869	All Victorian Post Offices and Telegraph services are amalgamated.
20 Mar 1870	Geelong Post and Telegraph Office has 20 staff plus 4 casuals who work when new consignments of overseas mail arrive.
1870	Geelong Town Council agrees to spend £25 to repair Ryrie Street intersection, gutters, ramps etc at the front door of the Post Office.
1870	Geelong postmaster is Mr S C Vivian.
10 Oct 1870	The Royal Mail steamship ‘Geelong’ departs for the UK on Monday. A supplementary mail can be delivered to the ship at Queenscliff but this service will incur an extra 3 pence per letter.
Dec 1870	Annual Report of the Postmaster General to the Victorian parliament. Notes that the government produced 3.6 million one penny stamps and 9 million two penny stamps.
3 Feb 1871	Street postal boxes in suburban Geelong (Brownhill, p582)
6 Apr 1871	Report of the death of Mrs Mary Phillips, wife of Alex, a Geelong PO officer.
4 Jul 1871	Post and Telegraph office at Birregurra.
2 Oct 1871	Post and Telegraph office at Inverleigh.
15 Set 1870	Five iron pillar boxes, manufactured by Humble and Co., will be installed in Geelong. Some debate as to their location.
23 Mar 1871	Letter on how to send money order to a place without a post office, i.e. Glenthompson.
9 Nov 1871	Post Office closed due to Prince of Wales’ birthday holiday.
27 Oct 1871	Post and telegraph office at Wallington.

Dec 1872	Post office at Elaine to be located at the Railway Station.
4 Jul 1873	Post Office Savings Bank to amalgamate with the Savings Bank.
15 Oct 1873	Meredith post office is to be in a separate section of the Meredith railway station.
7 Nov 1873	Letter: why is there no post office at Germantown? (Grovedale)
1 Jan 1874	Uniform postage rates to all colonies: 2 pence for a 'half an ounce' letter.
17 Feb 1874	Geelong is divided into seven postal zones.
13 Mar 1874	Mr C S Vivian is the local Postmaster, H M Chettle is the local Assistant Postmaster.
24 Jun 1874	Postmaster reminds customers that a white flag means a mail ship has been sighted off Cape Otway, a blue flag with 'H' means the mail ship has passed the Heads… Conversely a red flag with 'RM" means mail ship will soon leave for Adelaide.
Dec 1875	Postcards introduced. Cheap hard cards with space for address and brief message created by the Post office as a revenue raiser. Very popular at 1 penny.
18 Jan 1877	Report of the problems of Martin Walsh, a disabled mail carrier who can no longer work. Walsh was formerly a police constable who accidently lost his hand when his gun exploded. For many years he worked as a messenger for the government and for the past ten years has been a mail carrier in Geelong. Several months ago his fell off his horse at Herne Hill and was badly injured. He was on sick leave but was then instructed by the Public Service Board to return to work or retire. He challenged this but to no avail; he was paid £55 in compensation for 20 plus years work but unemployed and destitute. He has a young family. A recent church concert raised £16 for the family. It is hoped that his son and daughter will be placed on the waiting list for jobs at the Post Office. The family is destitute. (also 9 Jun 1877)
19 Feb 1877	Mr Nicol is the Highton postmaster.
20 Aug 1877	James Jenkins, postmaster at Elaine has been arrested for embezzling £40.
7 Feb 1878	James Jenkins, the former post master at Elaine was tried in the Geelong court for embezzlement. He pleaded guilty to stealing £40 and was gaoled for seven years.
11 Mar 1878	Letter by 'Progress' Geelong post office needs a more respectable and suitable building – at the moment all we have is a small window and a long wait. Stawell has a better post office than Geelong. We need a handsome new building close to Bright's corner in Moorabool Street.
30 Jul 1878	Pillar box to be installed at the Geelong Railway station. (also 26 Aug 1878)
18 Sep 1878	W Turner, the deputy postmaster is to retire. He will probably be succeeded by the Chief Clerk, T W Jackson.
29 Oct 1879	Brief reference to post offices at Marshalltown and Breakwater.
1870-80s	Constant criticism of Geelong's post office – both in terms of comparisons with other cities and because it was small, cramped, etc. It was described as 'a wretched ugly

structure at the corner of Ryrie and Gheringhap Streets – a low, squat building of freestone with frowsy, forbidding walls. (Brownhill p582)

1880 Telephone service in operation in Melbourne. (It was invented by Bell in USA in 1876 – only four years earlier.)

Jun 1881 There is still great prejudice in employing women in the post office. But what are middle class girls and women to do? (Crowley 1881)

21 Oct 1884 Vic Gov Gaz. As a result of a person starting a fire in one of the post boxes in the foyer of the Geelong Post Office, the government will offer a reward of £50 (fifty pounds) for the apprehension of the person(s) responsible. Signed by Graham Berry, Chief Secretary. Also reported in the *Age*.

20 Jan 1886 Foundation stone for the Geelong West Post Office laid by Hon Graham Berry. But still 'Geelong' was the designated post office for all Geelong. (The 'Age' newspaper reported the laying of the foundation stone at 'the Geelong Post Office' and omitted the word 'West')

11 Jan 1887 Article about the urgent need to improve post office premises in Geelong. The facilities are poor by comparison with other towns, and inadequate for customers and staff alike. Geelong has not kept up with change and all attempts to improve the situation have been shelved. The Money Order department is especially bad: the office is inconvenient, poorly accesses, low and narrow and an oven in summer. Access is particularly bad for women with perambulators.

17 Jan 1887 Letter to the editor. Geelong's post office and action is needed. Correspondent thinks that nothing will happen as long as Geelong residents keep elected Melbourne men as their local MLAs.

16 Dec 1887 Geelong's mayor, Cr Henry Meakin is making a special effort to get a new post office for Geelong. He inspected the present building and was concerned by the poor conditions. The tour was hosted by J. Wallace the acting postmaster because James Fisher, the postmaster was on leave. Cr Meakin noted that most big towns and cities in Victoria had newer, better and bigger post offices. Meakin thought most of the blame could be attributed to Geelong's ineffective Members of Parliament (Donaghy who blatantly supported any and every Geelong West project, Charles Andrews who now lived in Melbourne and James Munro, a charismatic madman (Mansfield). The inspection showed that the post office was 'a wretched, ugly structure' made of freestone. All rooms were cramped, poorly lit and ventilated, and all modifications were of a trivial description. The Electric Telegraph department was unsafe and, Meakin noted, many private houses in Geelong were better equipped than the post office. He intended to lead a deputation to wait on the Postmaster-General.

9 Feb 1888 Victoria's Postmaster-General agreed to visit Geelong to inspect the present site to ensure it is suitable for a new post office – in response to the Mayor's urging. It was agreed that Geelong needs a new and more commodious post office and a building 'that has at least basic sanitary conditions.'

15 Feb 1888 Long report on PM-G's inspection. He agreed on the need for a new post office but was unable to make any commitments.

15 Feb 1888 Favourable editorial about Cr Meakin's skill as mayor and lobbyist. (print)

28 Feb 1888 Public meeting at Birregurra in support of a new post office.

15 Mar 1888 Reference to a post office at Moolap.

9 Apr 1888 Letter saying that Geelong is lagging behind Sandhurst (Bendigo) where about £58,000 will be spent on a suite of public buildings.

14 Apr 1888 Mr Marsden – the architect at the Public Works Department – came to Geelong to inspect the post office and meet the mayor and local MLAs. Marsden favours the present site and showed a sketch plan for a two-storey building, constructed of brick and cement rendered on all exterior walls. The building would have two frontages – Post office to Ryrie Street and Telegraph Office to Gheringhap Street. The PWD will send a detailed plan to the PM-Gs office in a few weeks.

17 Apr1888 Letter by 'Big Ben' who is pleased with the report of a plan but urges those who buy the clock to ensure that its chimes are musical because those in Castlemaine are cheap and un-musical.

7 May 1888 via, 'Daily Telegraph' newspaper? Notes that the government is willing to spend £10,000 on the new post office but asks for more consideration of the Market Square site. Some local businessmen think it would be a better site. They suggest the 'Franks' corner site' could be purchased for £25,000. This would 'give the desideratum of an excellent site'.

9 May 1888 Editorial in the above. This is a 'mischievous suggestion' and everyone knows that the government is not going to spend any money on new land. We also know that the government will do nothing if local residents cannot settle their own differences. In addition, there is the risk of an election, a new government, a new minister, etc and this would waste the opportunity to act.

10 May 1888 'Some animation at the post office'. At the Geelong Town Council meeting, Cr Gurr spoke on the urgent need for a new post office and was confident that the PM-G favoured the Market Square site, but other town councillors disputed this claim. GT Council resolved to do nothing to support the Market Square proposal at this time.

10 May 1888 Long report on the above.

24 May 1888 Report that the government has placed the cost of the Geelong post office on this year's budget Estimates.

25 May 1888 new Mayor of Geelong expects an announcement soon.

2 Jun 1888 Charles Andrews MLA, advised the PM-G that the Town Council had unanimously supported the view that the new post office should be built on the present site.

7 Jun 1888 East Bellerine wants a telegraph office.

12 Jun 1888 Mayor reported on his meeting with the government at which he discovered that the new post office was not on the forthcoming budget Estimates. Some GTC 's say that 'our local MPs are ineffective.'

28 Jun 1888 PWD has completed plans for the post office (i.e. one set of drawings)

3 Jul 1888 Cr Meakin and Andrews MLA, met PM-G and viewed and approved the plan. Now urging that the full cost be placed on the Estimates.

25 Jul 1888 GTC urges the Premier and Treasurer to include the Geelong PO in the Estimates.

25 Jul 1888 Munro MLA, says that the Estimates do not include funds for Geelong PO. (There is £20,000 for dredging Corio Bay, £1,000 for the Gordon Institute, and £3,500 to improve Geelong's wharves.) Munro hopes that the Geelong allocation is in a governmental 'lump sum' within the Budget.

24 Jul 1888 Concern that a specific allocation has not been made but the Deputy PM-G says a partial allocation has been made because the full amount could not be spent in this financial year.. It is thought that the partial sum was £2,000.

30 Jul 1888 Letter by 'Old Geelongite' concerned that Sandhurst received £15,000. 'We have been most unjustly treated'.

22 Aug 1888 PO plans now include space for the Victorian government's Lands Dept and Water Supply office.

10 Sep 1888 Reference to a post office at Ocean Grove.

11 Sep 1888 Establishment of the telegraph in Geelong. Historic report (print)

13 Sep 1888 Statistics on Victoria's post and telegraph services. (print)

15 Sep 1888 Mr Fisher is Geelong's Post and Telegraph Master

26-29 Sep 1888 Reports on the laying of Portarlington's post office by J. Levien.

10 Nov 1888 Installation of Cr Humble as mayor of GTC. He hopes to complete the post office in his term and acknowledges Cr Meakin's pivotal role in getting action to date.

14 Nov 1888 Letter by 'GS' notes that the clock and chimes at the Melbourne Post Office are soon to be removed and replaced with better ones imported from Scotland. He urges GTC to lobby for this excellent bell otherwise it will go elsewhere. (Later: they went to the Collingwood PO.)

28 Sep 1888 Portarlington foundation stone laid for its renewed post office. Result of two years lobbying by Levien MLA. A great day and an impressive building.

1 Dec 1888 Mayor of Geelong inspected post office plans whilst in Melbourne. He was advised that the PM-G is a seeking a temporary site in Geelong whilst the old post office is demolished and new one erected.

4 Jan 1889 Editorial. Many months have passed since the PM-G gave then-Mayor Meakin a promise, but we are now beginning to think that the government is going to 'play us false' on this matter. We hope that Mayor Humble will soon bring good news. It seems that 'our local MPs are not motivated', also there is no action on acquiring rental space. We need more action from Messrs Andrews, Donaghy and Munro MLA's.

8 Jan 1889 Mayor Humble at GTC. All councillors are concerned by the lack of action. Resolved to urge the government to call tenders immediately. (But is obvious that GTC also wants money for the Geelong wharf and harbor: both projects are Cr Meakin's long term goals.)

18 Jan 1889 PWD says it is handling the matter as fast as possible.

24 Jan 1889 Some confusion between the PM-G and PWD regarding the cabling and power connections for telegraph services to the (old / temporary / new) building.

16 Feb 1889 Geelong PO's Mr W Synott has transferred to the Melbourne PO.

26 Feb 1889 PM-G in Melbourne says there is no need for more pillar boxes in Geelong suburbs.

13 Mar 1889 Munro MLA, gave his report on his wonderful efforts to get funding for the post office but, he found confusion in government departments regarding the plan and budget allocation.

14 Mar 1889 Andrews MLA added his own self -congratulatory views on the same.

19 Mar 1889 GTC informed that the PM-G has matters were in hand that that the PM-G has leased the skating rink at a temporary post office.

14 Apr 1889 GTC wants to see the final plan(s) but PWD says that sending the plan to Geelong for discussion and possible changes would cause unnecessary delay. GTC promises to have and return plans within two days. But the answer is still no.

2 May 1889 GTC invites itself to Melbourne to inspect the plan.

9 May 1889 Cr Meakin went to Melbourne and inspected the plan and okayed it. The building will be a magnificent structure with a tower that is 110 feet high. Tenders will be called in three weeks.

13 May 1889 Editorial in the above

13 May 1889 Letter from PM-G. Same as that discussed at recent GTC meeting on 14 April, viz PWD will not send the plan to Geelong, The Town Council is highly indignant at the lack of opportunity to inspect the plan, etc.

27 May 1889 Report on the need for interim and urgent repairs to existing post office.

Dennys Lascelles had promised that it will spend £400 per annum on telegraphic services if improved facilities are installed. GTC thanked the company for its support.

28 May 1889 Mr Marsden (the PWD architect) waited on GTC and displayed the post office plan. The building will be three stories with one floor shared by Lands Dept and Water Supply Dept. Tenders will be called within one week.

Marsden also inspected the court house site to ascertain their needs.

18 Jun 1889 'Vagabond' (a noted colonial journalist) visited Geelong and said it's great news that Geelong will soon have a new post office because the old one was in poor condition.

3 July and 31 Aug 1889 Due to the demolition of the old post office building, postal services and telegraph services will be temporarily transferred to the Skating Rink opposite the

Mechanics' Institute. (Brownhill, p582), (Nelsen, p5) and Geelong Advertiser. The skating rink was a large modern wooden and galvanized iron building which, with few changes, was already a better building than the current post office. It was thought that the post and telegraph services would operate from this site for two to three years. Old stone to be sold to a local businessman who subsequently built two cottages in East Geelong, etc. When complete, the new post office would be far more attractive that the old post office.

17 Aug 1889 Six to eight tenders were submitted by builders. The new post office will consist of a basement, two floors and a tower. Basement will have three rooms, mail carriers, battery room, females retiring room, etc. The building will be brick with cement stucco. Ground floor will be post office, first floor will be telegraphic services.

17 Aug 1889 PWD's Mr Bastow's inspected the tenders but no decision by the government.

20 Aug 1889 Mayor of Geelong informed that no funds have been allocated for the post office. GTC cannot decide what to do next.

30 Aug 1889 Long report on the temporary post office at the Skating rink.

31 Aug 1889 Tenders for post office being jointly assessed by PWD and PM-G but no decision seems to be emerging.

Sep 1889 James Fisher was the Geelong post master. (Brownhill, p582)

10 Sep 1889 Letter from Charles Mount who says the entrance to the temporary post office does not comply with public safety regulations.

14 Oct 1889 Miss Agnes Murray has won the tender for a weekly mail service from Jan Juc to Anglesea. At £12.11.0 pa. (12 pounds and 11 shillings per annum.)

20 Sep 1889 Tender by Kinnaird for £17,850 accepted for construction of the Geelong Post Office.

1 Oct 1889 Post office site fenced off prior to the demolishing of the current building.

11 Oct 1889 Old post office rapidly disappearing. Search for the original time capsule with coins has been unsuccessful.

11 Nov 1889 GTC and current mayor acknowledge that Cr Meakin was the instigator of the project.

6 Dec 1889 Letter by J Palmer asking for a progress report on the new clock. He said that if the Geelong Town Council could not get enthusiastic then it was unlikely that the colonial government would volunteer to spend money. He notes that Ballarat and Bendigo POs have clocks and so should Geelong's.

9 Dec 1889 Corio Brick and Tile Company won the contract to supply the bricks for post office. (Mr AD Price is the chairman)

27 Dec 1889 Deliveries of Christmas cards has been very high. The local postmaster notes in passing that Valentine's Day mail had fallen off in last few years.

3 Dec 1889 The galvanised iron walls of the skating rink make working in summer very difficult for post office staff.

31 Dec 1889	*Age* newspaper report that as of tomorrow the cost of a stamp would be reduced to one penny in Victoria. This reduction came after 10-15 years of complaints and lobbying by many people. In 1866 all Victorian Post offices handled 1,050,000 town letters and 2,500,000 country letters (at 2 pence standard rate). This was equal to 27 letters per person per annum. The latter figure has now gone up to 45 letters per capita. (This figure is almost identical to that of the UK.) By 1880 all Victorian post offices handled 35,000,000 letters and 10,000,000 newspapers. It was noted that he price reduction was a boon to the public but invited speculation on the future sale of stamps and revenue for the Postmaster- General's office. (It would take until about 1910 for the penny stamp to be Australia- wide.)
1880s	Mail deliveries per day in Geelong. Probably 2-3 per day. Thus it was possible to do business within one day.
1889-90	New post office designed by J H Marsden for Public Works Dept.
	Built by D Kinnaird, a Melbourne contractor. A two-storey building with a clock tower (Public Works Dep, p4)
6 Jan 1890	Tenders for mail delivery between Geelong and Ocean Grove at 10 shillings per week.
21 Jan 1890	Discussion about laying foundation stone for new post office.
12 Feb 1890	Lord Hopetoun, Governor of Victoria to visit Geelong. He will lay foundation stone: it was his fourth of five official events of the day.
14 Feb 1890	Article on the above. It was reported that His Excellency, Lord Hopetoun, GCMG, the Governor of Victoria laid the foundation stone. A crowd of 3,500 witnessed this important event. The Mayor of Geelong welcomed Hopetoun to Geelong – this town of industry. A capsule was placed under the stone. It had a list of all Ministers in the Victorian government and the names of all Geelong Town Councillors. When passing the vote of thanks, the Hon. D M Davies noted that there had been a 'little hitch' in securing the funding for the project, but he, Davies, was pleased to note that his personal effort had resolved the matter and brought forward the project.
15 Feb 1890	Thomas Marsh, a well-known Geelong pickpocket was arrested at the laying of the foundation stone ceremony. Found guilty and gaoled for three months. Aged 64.
	Wanted: a young lady wants board. Apply to… at the Post Office.
	Wanted. A strong woman to attend an invalid lady. Apply to …at the Post office
	Pillar box at Geelong railway station to be cleared two times per day.
8 Apr 1890	A laborer working on new post office injured on site.
15 Jul 1890	Strike by Builders Laborers Union on PO site. Mostly about using non-union labor.
14 Jun 1890	Rapid progress after seven months. Will be finished by Christmas. Cr Meakin inspected works to date.
	Building has bluestone foundations.
	PO in Ryrie Street frontage and Telegraph office in Gheringhap Street.

1 Oct 1890	'Everyone' expects the new Post Office to have a clock
11 Oct 1890	Tenders called for furniture for new post office.
6 Nov 1890	Cr Meakin, who is standing for GTC elections, says that he was instigator of the push for the post office.
2 Apr 1891	Ballarat's mayor, Cr Shoppee notes that Geelong has a better telegraphic connection to Melbourne and says that Ballarat deserves the same. (*Ballarat Star*)
10 Apr 1891	Ballarat notes that Dennys Lascelles has committed to a £400 upgrade of the telegraphic line from Geelong to Melbourne. This will give all Geelong a huge commercial advantage. (*Ballarat Star*)
10 Apr 1891	It was also reported in the *Ballarat Star* that a Geelong resident will be able to visit the Geelong post office and make a private phone call to Melbourne at a cost of 18 pence per five minutes. This is a major advantage.
24 Apr 1891	Geelong Town Council was advised by the government that the PM-G would provide a clock to the value of £1,000. If the GTC wanted the clock illuminated it would be required to pay £200 during the installation phase. GTC agreed with the above.
27 Apr 1891	All services in the temporary post office transferred to the new post office. Clock tower included but no clocks installed. This led to many years of debate by all.
27 Apr 1891	The new post and telegraph office opened today. On Tuesday 28 April 1891 the *Advertiser* reported on Mr Fisher's work to get everything ready. Includes a public telephone in the foyer. Very low-key report. Notes that much of the furniture in the post office is old and this is unfortunate.
5 May 1891	Need more street lighting at the post office corner.
Oct 1891	'Australia' (i.e. all the colonies) joined the Universal Postal Union which meant that all mail from all colonies was charged at the same rate for mail to and from Britain. This occurred 10 years before federation. In the debate in August 1891 it was noted that we are 'the only great civilised country' not to belong. (Crowley, Oct 1891)
9 Oct 1891	Tour of inspection by Postmaster-General. No details.
17 Oct 1891	J Fisher, Postmaster of Geelong, advised that 'a white flag with a black ball in the centre will be hoisted (on the Post Office tower) at 12.55pm and lowered at 1.00pm every day except Sunday.'
11 Dec 1891	Via the *Ballarat Star.* It has been agreed by the government that the 'old' clock at the Melbourne Post Office will be given to the Geelong post office - but this will not happen until the new replacement clock has arrived in Melbourne.
2 May 1893	As part of the national banking crisis, the Geelong Savings Bank amalgamated with the Post Office Savings Bank.
c1900s	Post master or mistress was very important. They paid old age pensions and were the great communicators before most people got telephones. Scores of rural people could

	only communicate by mail, for example most of the quack medical people did business by pre-paid money order and delivery by mail.
	Telephones: it was estimated that about 300 businesses and few people had a telephone in Geelong. (Seaton, p 160)
c1900	Blainey says this era was the peak of personal letter writing: greater literacy, cheaper postage, few had telephones and people lived everywhere at a time of war, when we loved overseas gossip, etc.
5 Aug 1907	Geelong Progress Association and others want the Commonwealth government to provide a clock but the answer seems to be negative. It was hinted that a positive decision could be achieved if the Council agreed to provide lighting, etc.
11 Oct 1907	Deputation re: time ball. Mansfield, *Respectable Behavor 2.* The cover illustration shows the distinctive Time Ball on the former telegraph station in Malop Street, Geelong. A Time Ball was a device used by ships captains and mariners to re-set their chronometers which were vital for navigational purposes. The Ball was raised to its full height – so that every ship in the harbour could see it - and then dropped at a designated time so that navigational calculations could be made. Geelong's Time Ball was built in 1854 and had fallen into disrepair by 1900. In October 1907 an attempt was made to refurbish it and local tradesmen agreed that the work could be undertaken at a cost of £10. But then the bureaucrats stepped in: an inspector from the Post and Telegraph Department said that the job would cost £154 and that only he was authorised to carry out the work, but that his department did not have any funds for the project. The local Chamber of Commerce expressed annoyance and the matter dragged on. After almost a century of inaction, Geelong's Time Ball was fully restored and 'dropped' into action on 12 January 2007. Time Balls were once common throughout the world but today they are rarities.
13 Oct 1909	The Postmaster General has advised Fitzroy Council and others that under no circumstances will the Commonwealth government supply clocks.
Jan 1910	General report about an Automatic Telephone Exchange invented in the USA
20 Apr 1910	The Geelong Chamber of Commerce (meaning most of the biggest businessmen in Geelong) want the Postmaster-General's staff to visit Geelong, inspect the local telephone office and agree to major improvements to the switchboard. Main complaints are that the lines are filled, the trunk lines are overloaded, etc.
3 May 1910	PM-G says it will upgrade the Geelong exchange, and will call tenders but has yet to get federal budget approval.
10 May 1910	Geelong advised of the death of King Edward 7th.
24 May 1910	Three suggestions to commemorate the late King's death: post office clock, full sized portrait of the King, a statue.
25 May 1910	Cr Anderson argues that a clock should be installed in the four blank, ugly spaces in the post office tower. He thought the total cost would be £850. He hoped that the government would pay the full amount but was confident that Geelong residents would contribute on a 1:1 basis.

26 May 1910 Letter by 'J' says that the clock is the only worthwhile project, it must be funded by Geelong residents because the C'wealth gov't has said it will not funds clocks and, because a clock can be used by everyone every day.

26 May 1910 Public meeting chaired by Geelong Town Council, via the Mayor, Cr Strong. A number of suggestions were put forward and the chairman said that other suggestions could be received for one more week and then there would be a plebiscite.

28-30 May 1910 Other suggestions included Mr Charles Brownlow (of the G Football Club) who supported a Children's Hospital, and Mr J Conway (ex-captain of the G Football Club) who favoured the clock.

30 May 1910 A correspondent said that a clock is not distinctive enough, he favoured a scholarship scheme to assist students for years to come.

2 June 1910 Voting was as follows: Post Office Clock 303 votes, Sailors Rest 63 votes, Children's Hospital 19, Memorial 2 and Art Gallery portrait 1.

4 Jun 1910 It was agreed that the post clock would be the designated memorial and that an appeal would start at once. Groups such as the Shenton Division of Temperance, Geelong West MIA, Geelong Mutual Improvement Association and the Christ Church Young Men's Union all promised donations.

8 Jun 1910 Geelong Chamber of Commerce: the Geelong telephone system is a 'positive disgrace.'

2 Aug 1910 Telephone Exchange, engineers have made some major but temporary improvements.

5 Aug 1910 Long report on the clock project. It was thought that the total cost would be between £600-£1000 depending on whether the clock had bells and chimes. Already seven Geelong men had pledged £50 each.

20 Aug 1910 Great success in the clock appeal.

27 Aug 1910 The King Edward Memorial Clock Committee inspected the post office. Delegation led by Cr Austin.

5 Sep 1910 Chas Wilcox and Sons donated the marble tablet for the clock memorial.

5 Oct 1910 Geelong Operatic Society donated £40 to the clock appeal.

4 Oct 1910 Two additional telephonists have been appointed to the Geelong Telephone Exchange.

20 Oct 1910 At a public meeting it was resolved that all Geelong clubs and societies would support the winning proposal – the clock.

28 Oct 1910 Several people complain that the clock and its chimes are causing electrical interference with the telephone system. All agree this is nonsense.

Nov 1910 Penny postage is now uniform throughout Australia. This was considered one of the last hurdles of the old State / Commonwealth system.

19 Nov 1910 Editorial on the diversity of post and telephone issues to be address by the C'wealth government. It never stops growing.

9 Dec 1910 Geelong Town Council wants the clocks installed by Coronation Day. 22 June 1911

12 Dec 1910 Mr Ozanne, MHR Corio, has arranged a deputation from the Geelong Town Council to lobby the PMG for the King's Memorial Clock, for the post office tower.

14 Dec 1910 PMG's office agrees to the installation of the clock but will not assist with the bells and chimes.

14 Dec 1910 First mention on Geelong Advertiser of an Automated Telephone Exchange.

15 Dec 1910 Geelong Town proclaimed a City.

22 Dec 1910 Minister for Home Affairs approves the purchase of the clock provided it did not cost the C'wealth any money.

17 Jan 1911 Resident complains about the noise associated with bells and chimes.

17 Feb 1911 Benson and Co, London, agreed to manufacture the clock at a cost of £450.

1 Mar 1911 Will Geelong's Automated Telephone Exchange (ATE) operate on Sunday's or will phone calls be sinful?

8 Mar 1911 Benson and Co, London have received the order to construct the clock

4 Apr 1911 PM-G staff from Melbourne inspecting the Geelong PO for necessary renovations prior to installation on the ATE.

4 Apr 1911 The King Edward Memorial Clock is soon to be installed but the permission has yet to be received to install the memorial tablet at the base of the tower. Messrs Wilcox Brothers have offered to install the Austin marble slab.

18 Apr 1911 Renovations started at Geelong PO for the ATE

15 May 1911 By the removal of partitions from the old water supply offices on the 3rd floor of the Post Office a spacious telephone room has been created. [Does this refer to the Geelong Water Trust, established in c 1908, or Vic public servants?]

15 May 1911 Tenders for the ATE close on 27 July 1911.

7 Jun 1911 Arrival in Geelong of staff from an American telephone company who will probably submit a tender. The US company has ATE's in several cities including Los Angeles.

7 June 1911 When the new ATE is installed it will do away with the need for staff. A telephonist earns about £110 pa. (In the USA the same person earns about £60 pa.)

1911 *News of the Week* illustrations.

25 May 1911, p12 clock and bells

22 Jul 1911, p 13 telegraph wires and bell

16 Nov 1911, p 14 first aerial post

14 Jan 1912 Electric wires

22 Jun 1911 Coronation of new King

11 Jul 1911	Geelong telephone has 700 subscribers and the current switchboard is overloaded. But not improvements even though the new ATE will not be operating for one year.
28 Jul 191	Tenders for ATE closed.
15 Aug 1911	Tenders have been evaluated and a decision made by PM-G but no details released about price until after C'wealth government approval. We believe it is very expensive but there will be considerable staff salary savings.
23 Aug 1911	Contract for ATE awarded to the American Telephone Company.
2 Oct 1911	Geelong Town Council wants the Postmaster-General's Department to pay for the lighting up of the clock and post office clock tower. Otherwise GCC wants a rebate on its power bill.
14 Oct 1911	Eight packages of mechanism for the King Edward Memorial Clock have arrived. They have landed duty free by special instruction. The installation work will be undertaken by T Wright and Son.
24 Oct 1911	PM-G has awarded the contract for the ATE. It may take 12-18 months before operational. It will be better than anything that exists in Ballarat or Bendigo.
1910-11	Clock and bell chimes installed to commemorate the former King. Subscriptions of £1,300 raised from local residents – all motivated by Mayor Herbert A Austin. (Brownhill)
15 Dec 1911	Hands fixed to clock. All good
18 Dec 1911	Clock tested. All good
23 Dec 1911	Clocks turned on (Brownhill, p582) plus long report in G Addy. The amount collected was £1,300 which provides about £250 for lighting, maintenance etc
Dec 1911	New one penny postage stamp has been designed and released. 'Anything would be better that the old stamp featuring the kangaroo. This one has a photo of King George. (Investigator 2013, p124)
10 Jan 1812	Renovations to the Geelong PO almost complete for the new ATE
16 Jan 1912	Mr Windmill wrote to say that he could hear the Geelong PO clock from his home in Chilwell – 1.5 miles away. Countering an earlier claim that the bells were not loud enough
14 Mar 1912	The Drysdale PO is an awful mess.
1 Jun 1912	Victorian Savings Bank has taken over all PO banks.
13 Jun 1912	Automatic telephone equipment installed.
31 Jul 1912	First automatic telephone exchange (ATE) installed in Geelong. Officially turned on by politicians. It was a major technological advance and provided more work for women. Minister for External Affairs had approved the installation and was pleased to note that Australia-wide the number of telephones had increased from 32,700 to 102,000 in the last decade. The new system would be faster and so attract more users.

23 Jul 1912	Testing of the ATE
21 Aug 1912	C'wealth parliament, question asked about the success of the new ATE
23 Sep 1912	A new telephone book to be printed showing the new Geelong prefixes
7 Nov 1912	Postal voting will be permissible in the forthcoming referendum and election
15 Dec 1912	The first Geelong Post Office was 'a cowshed' and for many years government officials said 'all it needed was a coat of paint.'
14 Dec 1912	To cope with Christmas mail, five extra sorters and mail deliverers have been appointed.
19 Dec 1912	Benjamin Brown has been appointed Geelong's postmaster. He arranged a farewell for Mr C Anderson of the telegraph department.
23 Dec 1912	Report on the first anniversary of the post office clock. It is working very well but some failures. Needs better illumination
	New 'postal walks' introduced into suburban Geelong. Consists of 15 mail carriers (walkers) plus 2 on bicycles.
	Exams for 'telegraphic messengers' take place next week.
25 May 1913	Because of the forthcoming elections and postal voting, staff will work long hours and overtime.
All 1913	Regular references to post office staff being appointed to Geelong PO or being transferred to another post office. All based on Public Service seniority.
Jun 1913	First distinctly Commonwealth of Australia stamps used (Blainey p 104)
24 Jun 1913	Concern that Geelong PO is a 'Grade 2' regulation whereas Ballarat and Bendigo are both 'Grade 1'
22 Aug 1913	Geelong PO is now 'Class 1' branch.
4 Jul 1913	Remodelling public areas of the Geelong PO approved.
3 Dec 1913	The post office is to have major renovations at a cost of £600 due to 1. the postmaster's office is now the office of the automatic telephone equipment, 2 the public areas need change, and 3 the building has a number of 'oppressively stuffy' rooms.
27 Dec 1913	Geelong post office very busy. The building is clogged with mail bags, about 650,000 (?) letters posted in the past month
30 Dec 1913	Geelong's post office public areas to be remodelled. Concerns that the public phones are not working and not private.
2 Jun 1914	PO remodelling is to go ahead at £600. Approved on 25 May 1914
15 Dec 1914	Since the renovations, it seems that Gheringhap door and steps are out of alignment and have cause a number of falls and accidents.
1915-1918	No vacancies due to enlistment or retirement, etc. will be filled during the war.

9 Jul 1915	Geelong has not a had a Postmaster for the past three months.
23 Aug 1915	A Commonwealth public servant tabled a report in parliament saying that Australia's postal department is inefficient and wastes money.
1 Sep 1915	Last day to send mail to Egypt.
11 Nov 1915	Last chance to send mail to Egypt to arrive by Christmas.
18 Dec 1915	PM-G said 'Don't bother complaining about the service: it is war time'
28 Mar 1916	The Market Square branch post office has been downgraded. Miss Brownlow, who has been in the branch for years has been transferred to Heywood.
1917	The motorcycle that has been allocated to Geelong for collections from pillar boxes is not working. It is underpowered, sidecar is damaged, etc and it is cheaper to use a horse and dray to collect this mail.
16 Apr 1917	Complaints about PO clock, it is poorly illuminated and often loses time. In reply an official said that the lighting had been carefully calculated so that it could be seen at a 1 mile distance at night.
1917	Many reports of changes to mail deliveries to war in Europe.
30 Dec 1918	PO building interior to be remodelled with front counter divided into three sections. (This was about the third attempt to solve problems)
15 Jan 1920	Regular reports of pensions being paid at the Post Office.
1920-1925	Almost no PO news
6 Jan 1925	Geelong Chamber of Commerce supports the 1 penny postage.
3 Apr 1925	Australian PO's handled a total of 535 million letters pa.
5 Jan 1926	Portarlington PO robbed and mail bags ransacked.
11 Jan 1927	Geelong PO activity in the past six years

	1921	1926
Letters sent	3.6m	5.8m
Letters rec'd	2.7m	4.6m
Telegrams	42k	52k
Trunk phone calls	120k	230k
Phone subscribers	1,223	1,967
Revenue £	42k	52k

18 Jan 1927	Geelong's population

1891	24,200
1901	23,600

	1911	21,600
	1926	39,000

3 Jan 1928 Geelong PO is now handling 200 bags of mail per day.

Mr C Smith has been working in the Geelong PO – mostly in telegraph dept - for 30 years.

3 Jan 1928 When the PO clock was installed in 1911, there was tacit agreement that the PM-G would illuminate the clock – paid for by Geelong residents. Now the PM-G says the Geelong City Council should pay all electrical costs.

11 Jan 1928 Geelong PO's revenue increased by £3,000 to £67,000 per annum. The revenue came from services: Postal £19,000, Telephone £28,000, Telegraph £15,400, Money Orders £320.

1929 Mr and Mrs Olney of the Mount Moriac PO and general store have retired after 40 years

18 Feb 1929 ? Geelong post office has a cricket team

14 Feb 1929 Nostalgia re the demolition of the old post office.

[gsp]

1 Mar 2018 'Industry insiders say old Geelong Post Office could sell for $5m' by Peter Farago,

See: www.realcommercial.com.au, and www.realestate.com.au March 2018

> Heritage protections, construction limitations and a lack of comparative properties makes putting a value on the old Geelong Post Office a difficult task.
>
> But, to a developer, the intrinsic value lies in the potential to make an impact on Geelong like Deakin University's waterfront campus or Little Creatures' South Geelong brewery in repurposing historic buildings for a new use.
>
> Yet talk at City Hall of selling the Ryrie St landmark was deferred this week after community members asked Geelong councillors how they could guarantee its heritage value once it was in private hands.
>
> Mayor Bruce Harwood said later that further consideration needed to be given to the matter.
>
> Industry sources suggest the former post office could be worth about $5 million, although its heritage status, location and design would reduce the options available for a redevelopment.
>
> They ruled out major redevelopments in the ilk of the WorkSafe or the NDIA headquarters, because the post office building was more than a mere facade.

The Carlton Hotel site, which included the large surrounding car park, sold for more than $10 million in 2017 after Techne Developments won the tender to build the NDIA HQ.

City of Greater Geelong director of finance and strategy Peter Anderson said the old post office was ideally positioned near the revitalised Little Malop St west end strip, the arts precinct and the Geelong Library and Heritage Centre.

In that way, the property is comparable to the Eureka Hotel, which recently sold to a local consortium …for close to $3.6 million.

…Mr Anderson said a number of parties had approached the City in the past six months with an interest in the old post office building.

It was added to the Victorian Heritage Register in 1994, the same year Australia Post relocated to a shop in Moorabool St and the property landed in the council's grasp on a $670,000 interest-free loan in 1996.'

APPENDIX C HISTORIC DRAWINGS

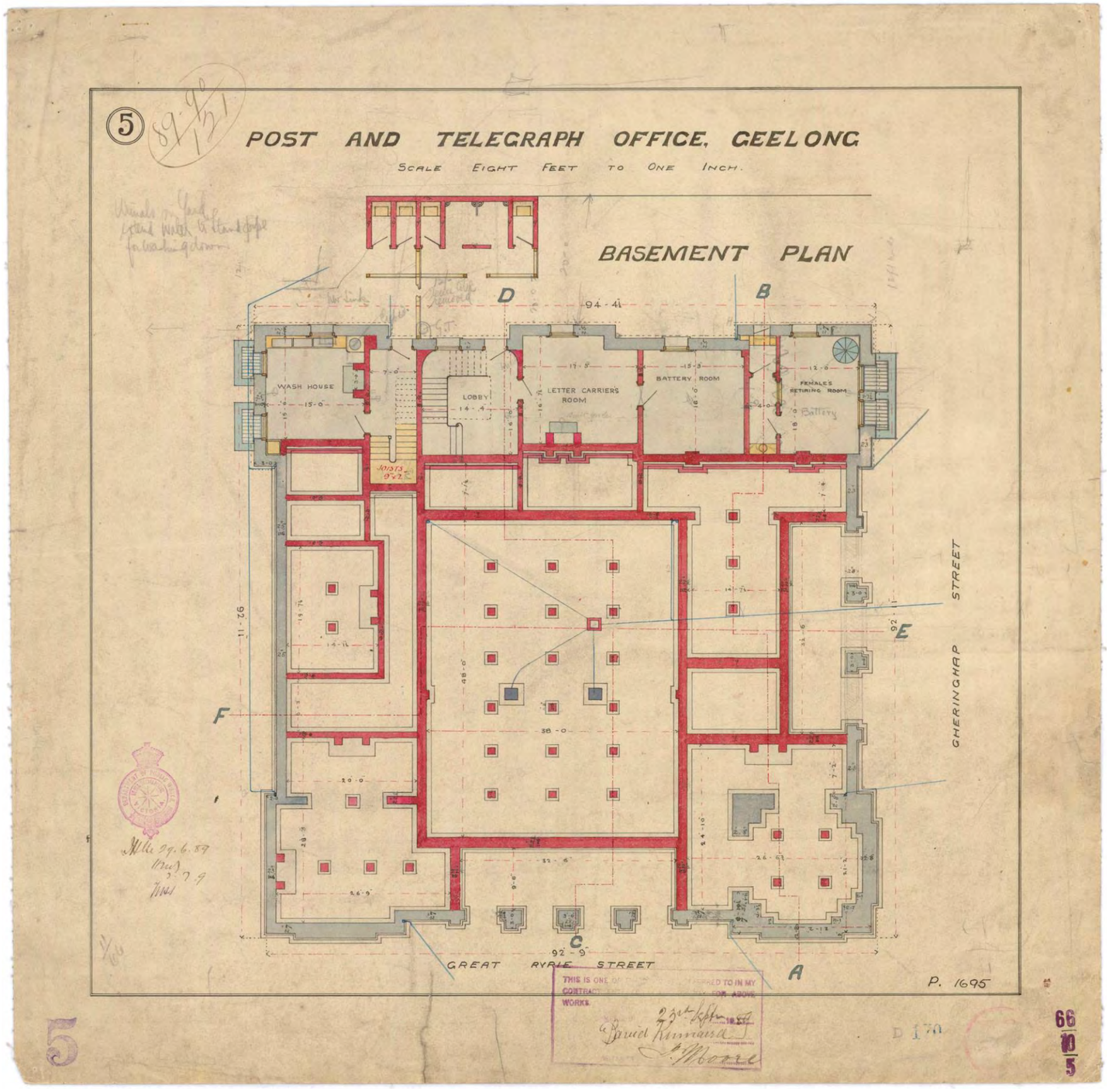


Figure 1 1889 Basement plan (B3712), drawer 66, folder 10, part 2
Source: National Archives Australia

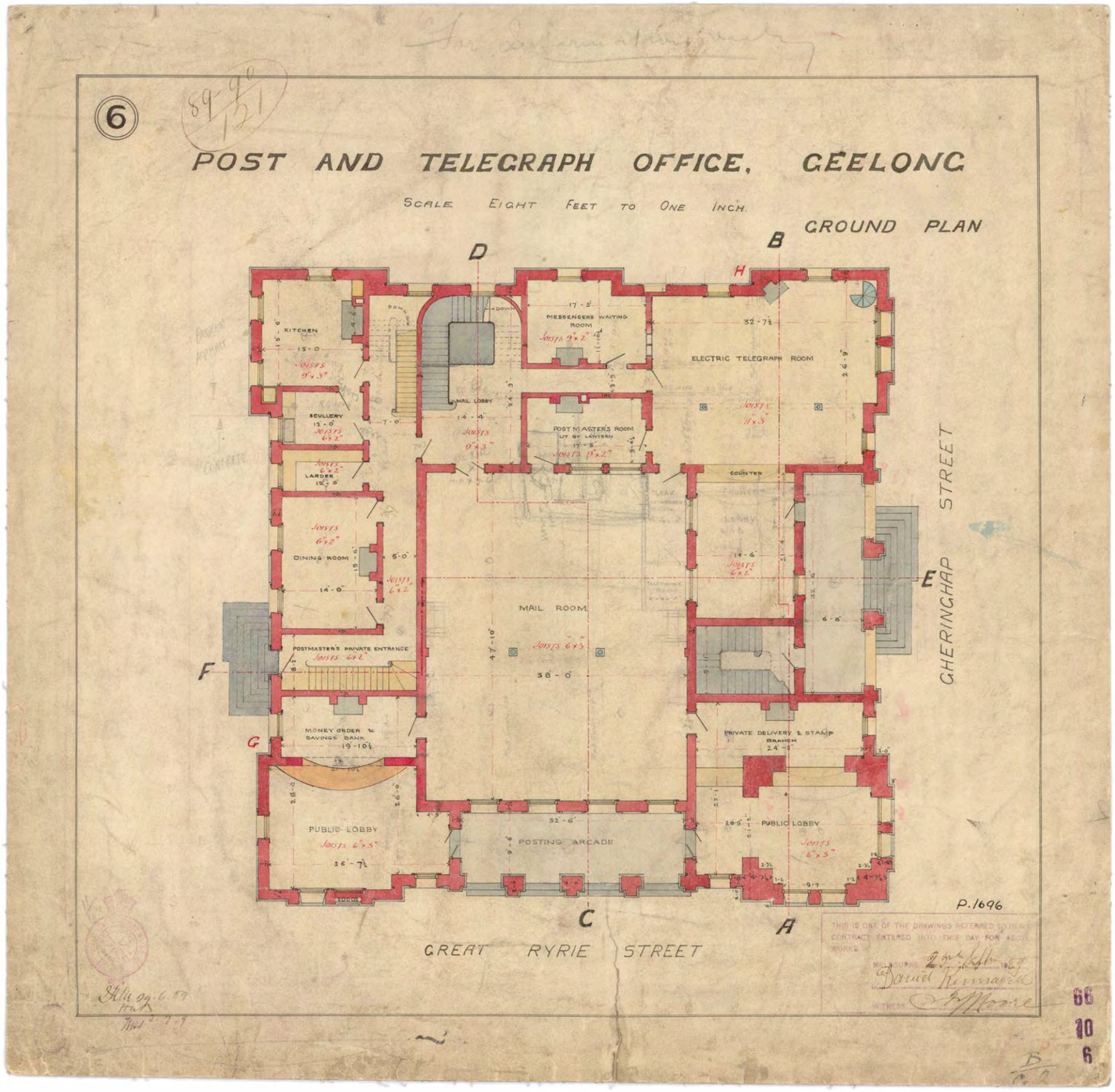


Figure 2 1889 Ground floor plan (B3712), drawer 66 folder 10 part 1
Source: National Archives Australia

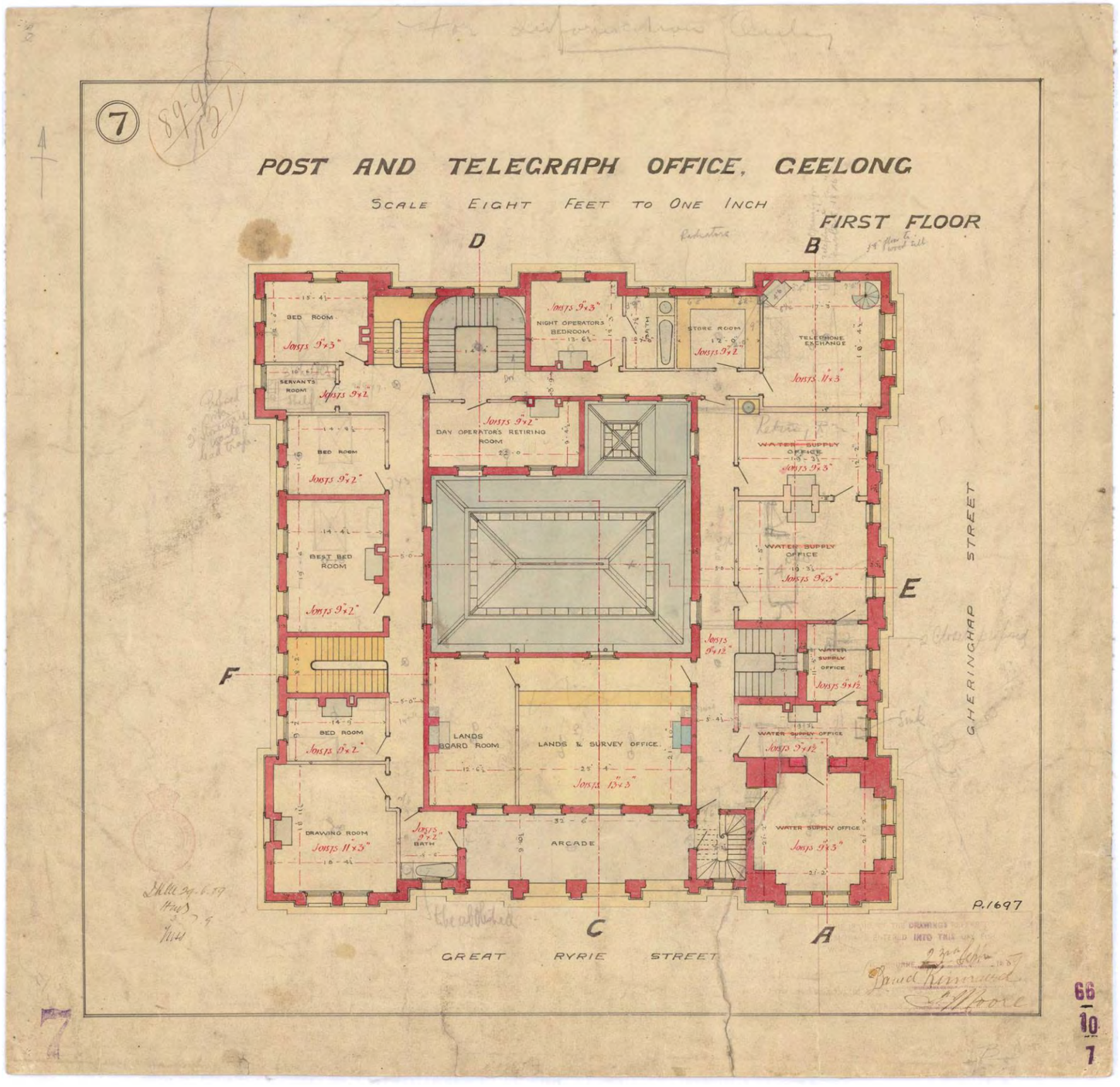


Figure 3 1889 First floor plan (B3712), drawer 66, folder 10, part 2
Source: National Archives Australia

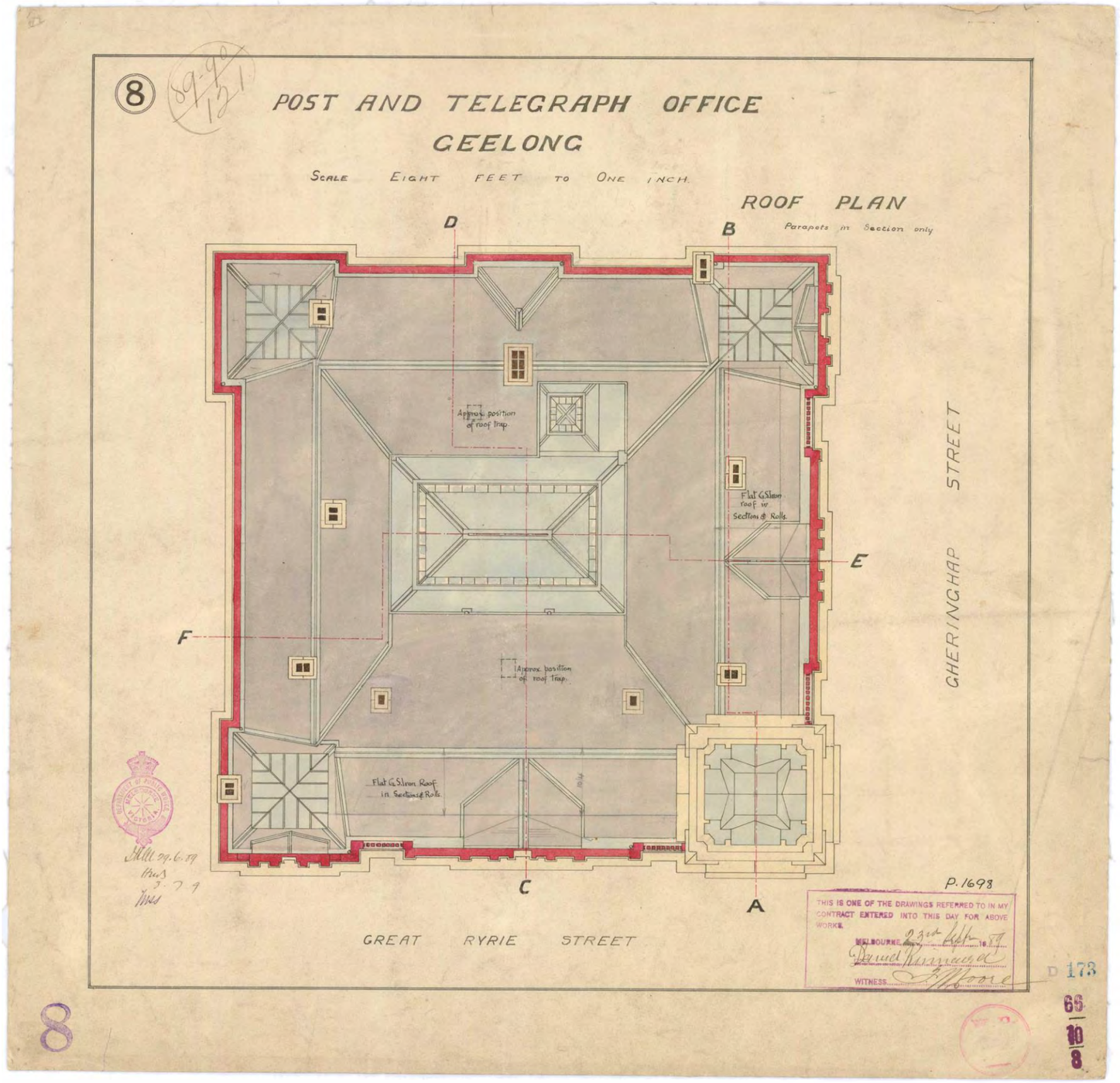


Figure 4 1889 Roof plan (B3712), drawer 66, folder 10, part 2
Source: National Archive Australia

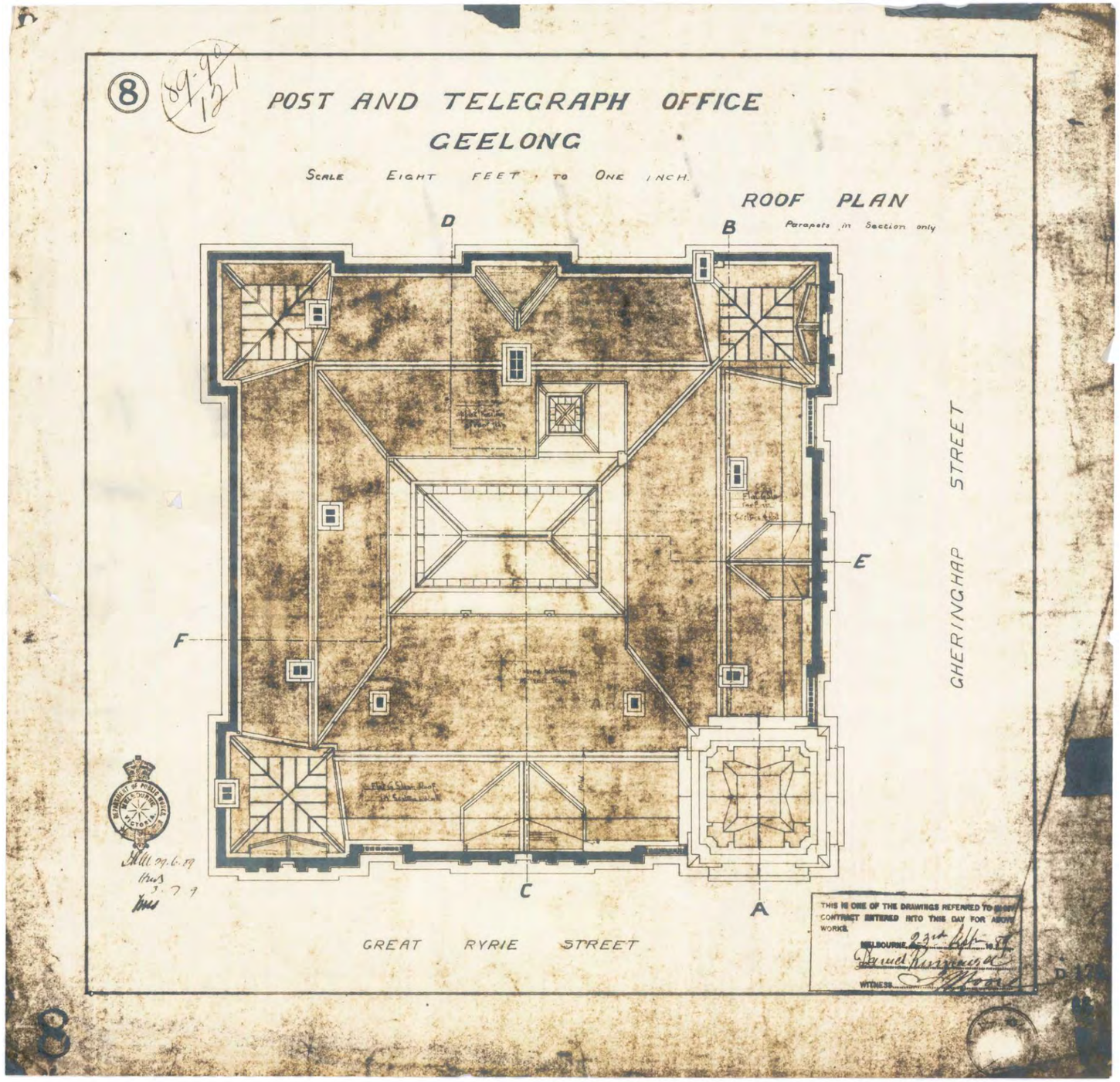


Figure 5 1889 Roof plan (B3712), drawer 66, folder 10, part 2
Source: National Archives Australia

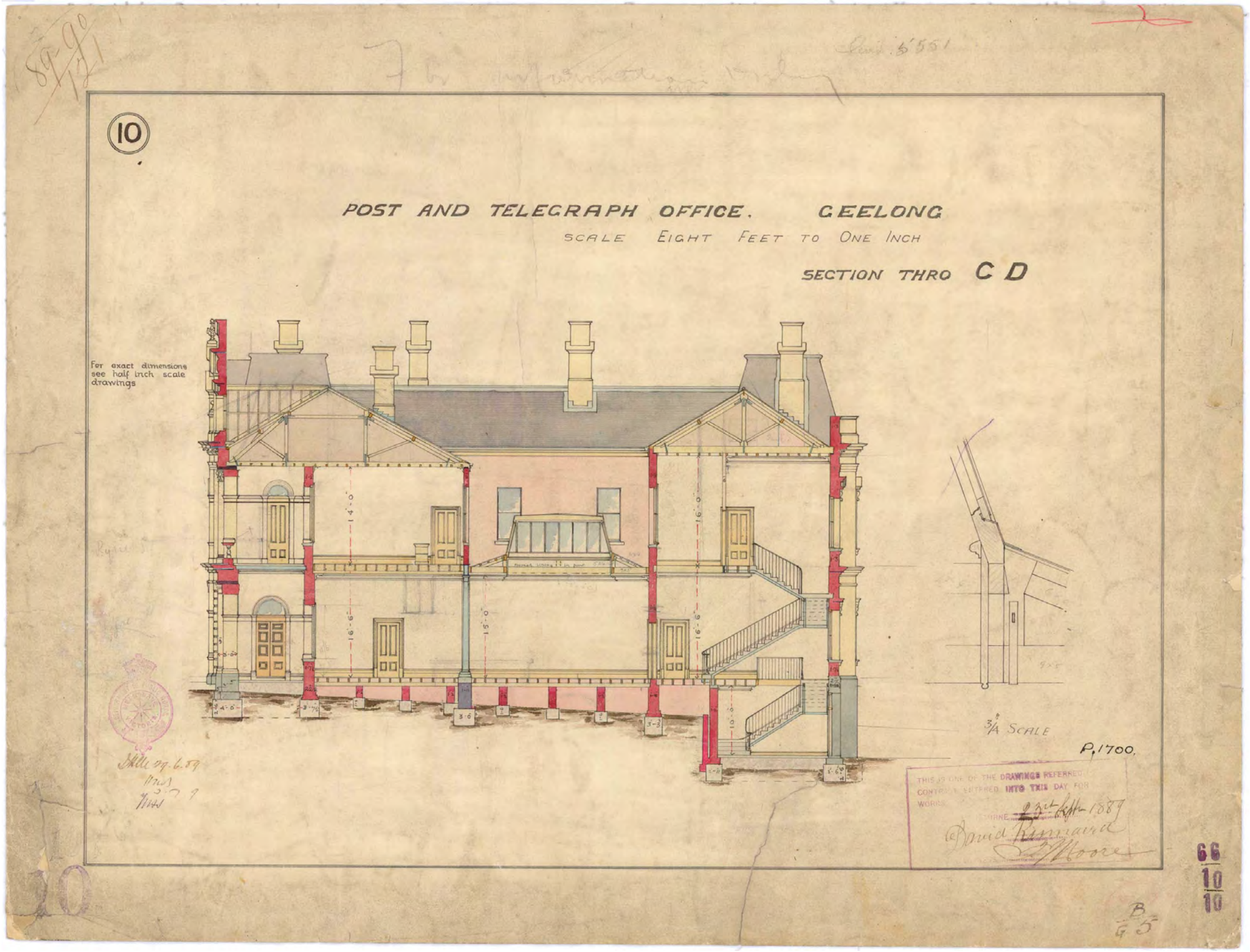


Figure 6 1889 Plan section through CD (B3712), drawer 66, folder 10, part 2
Source: National Archives Australia

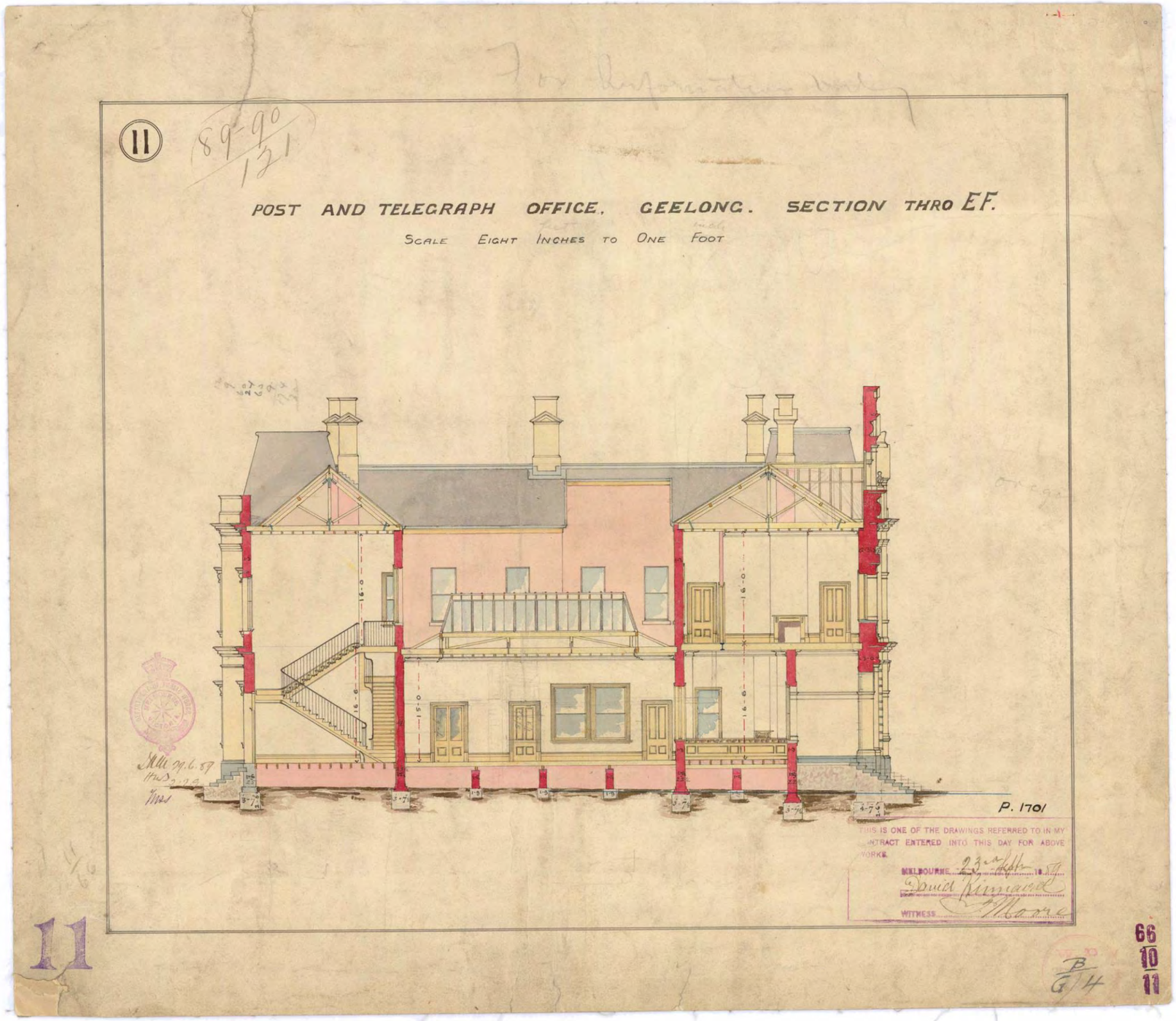


Figure 7 1889 Plan section through EF (B3712), drawer 66, folder 10, part 2
Source: National Archives Australia

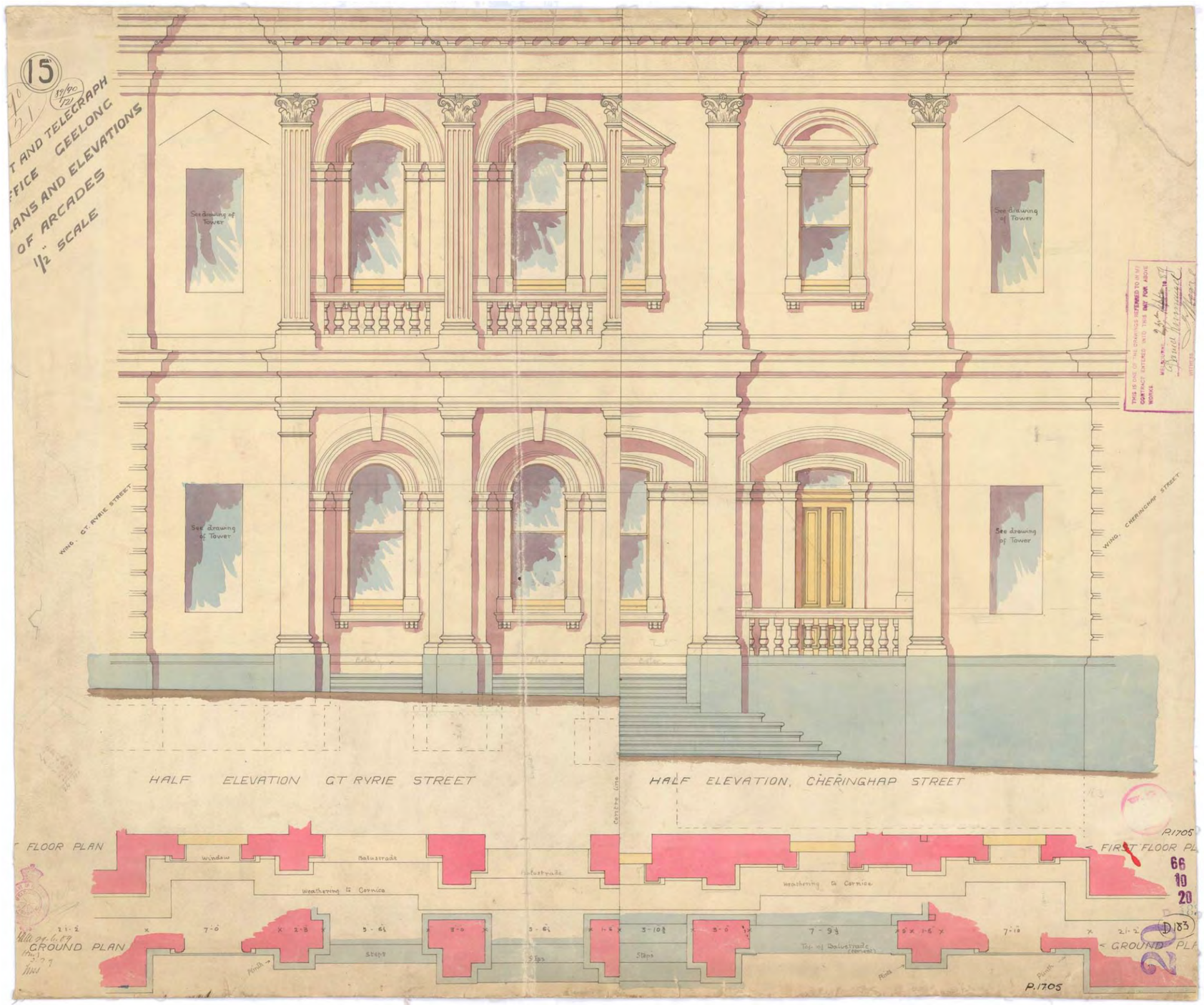


Figure 8 1889 Plan elevation (B3712), drawer 66, folder 10, part 1
Source: National Archives Australia

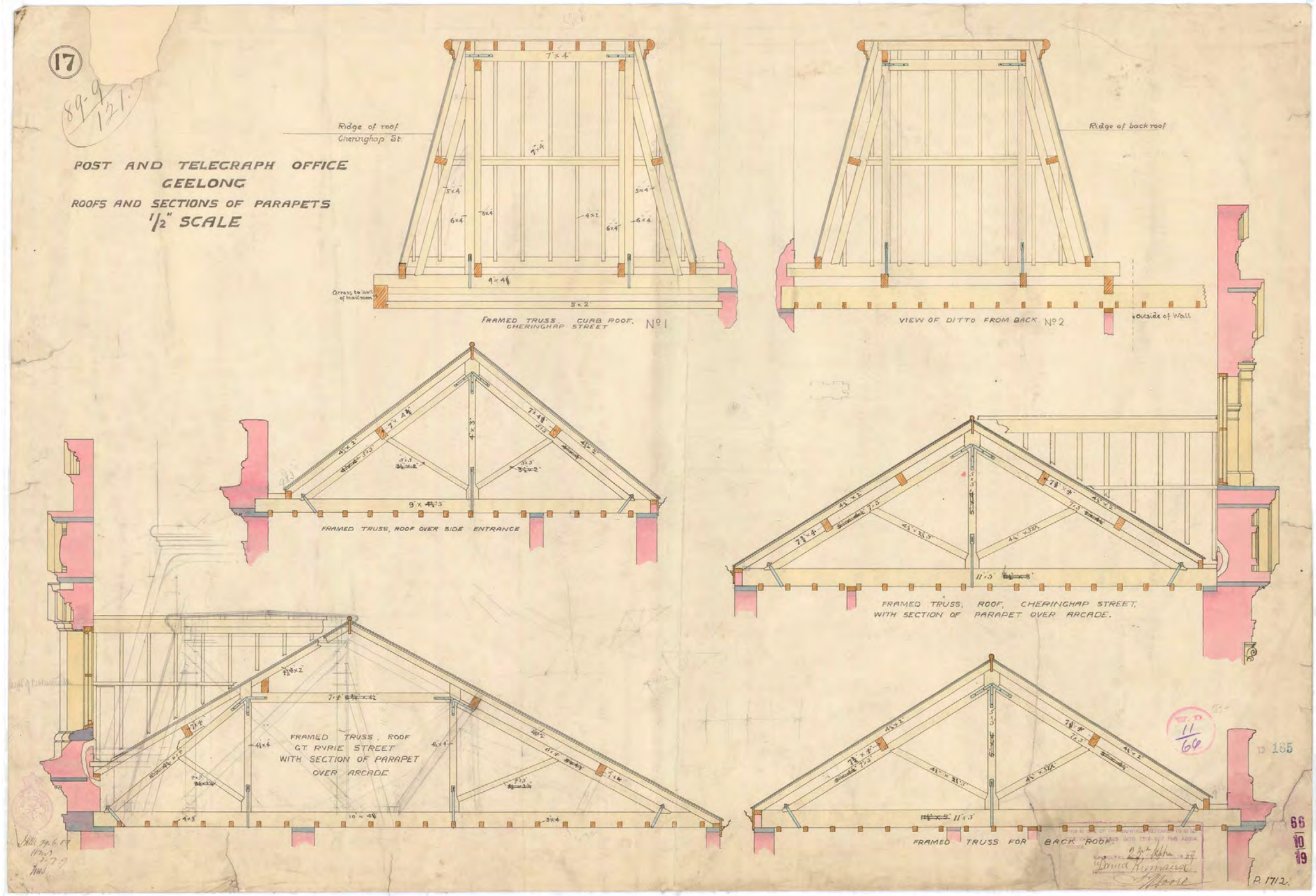


Figure 9 1889 Plan of parapet sections (B3712), drawer 66, folder 10, part 2
Source: National Archives Australia

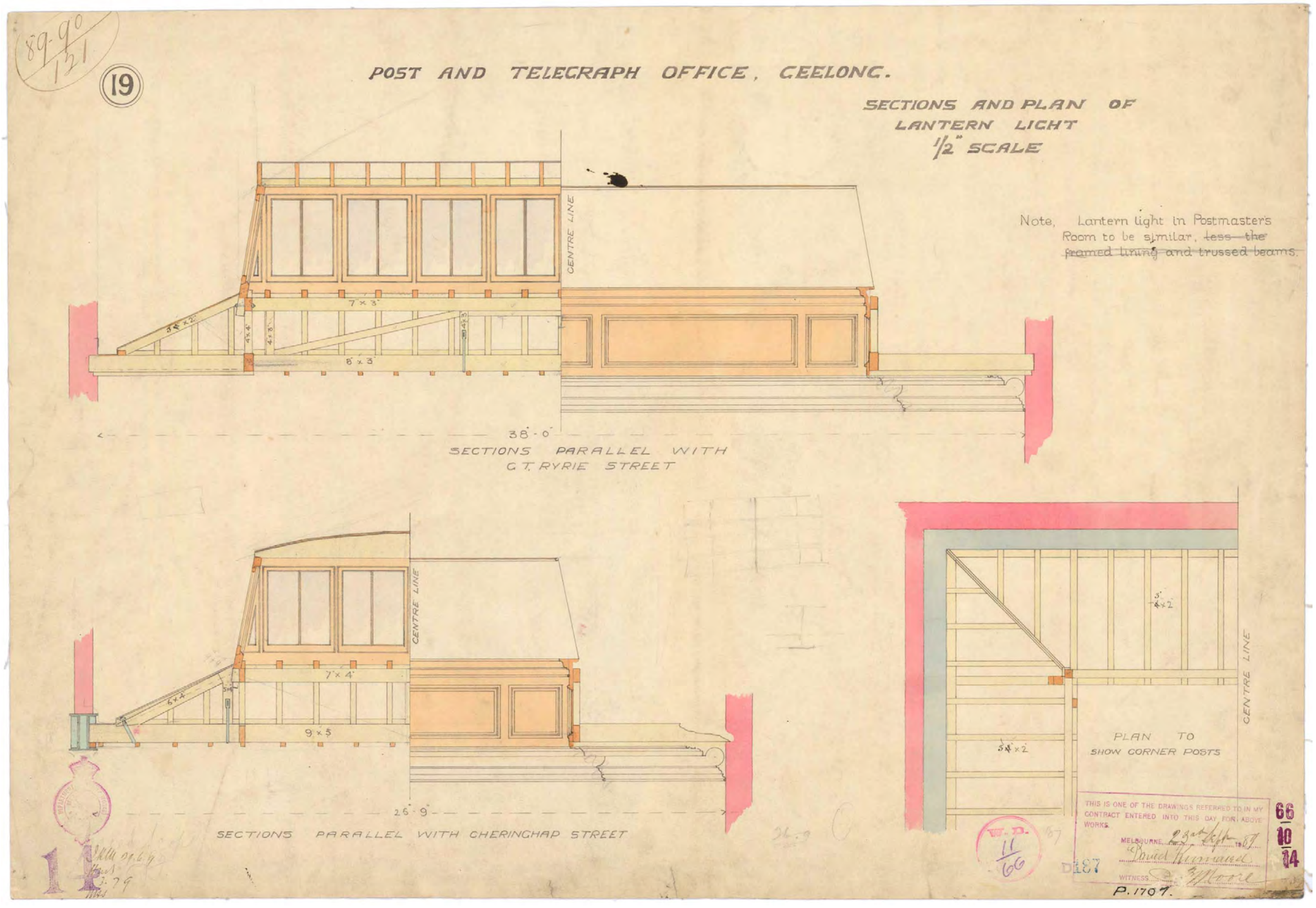


Figure 10 1889 Plan of lantern light (B3712), drawer 66, folder 10, part 1
Source: National Archives Australia



Figure 11 1889 Front elevation (B3712), drawer 66, folder 10, part 1
Source: National Archives Australia

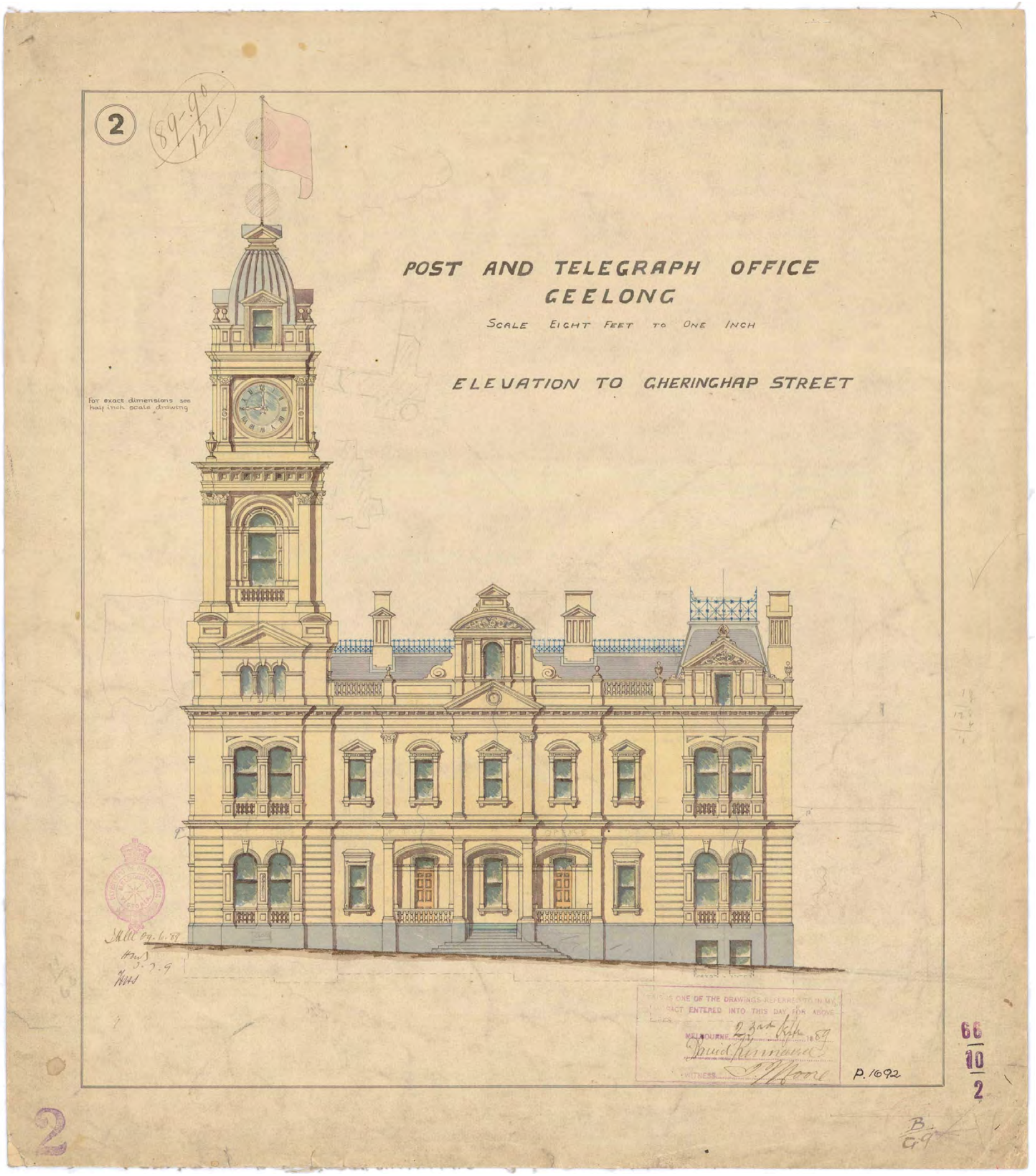


Figure 12 1889 Plan of elevation to Gheringhap St (B3712), drawer 66, folder 10, part 2
Source: National Archives Australia

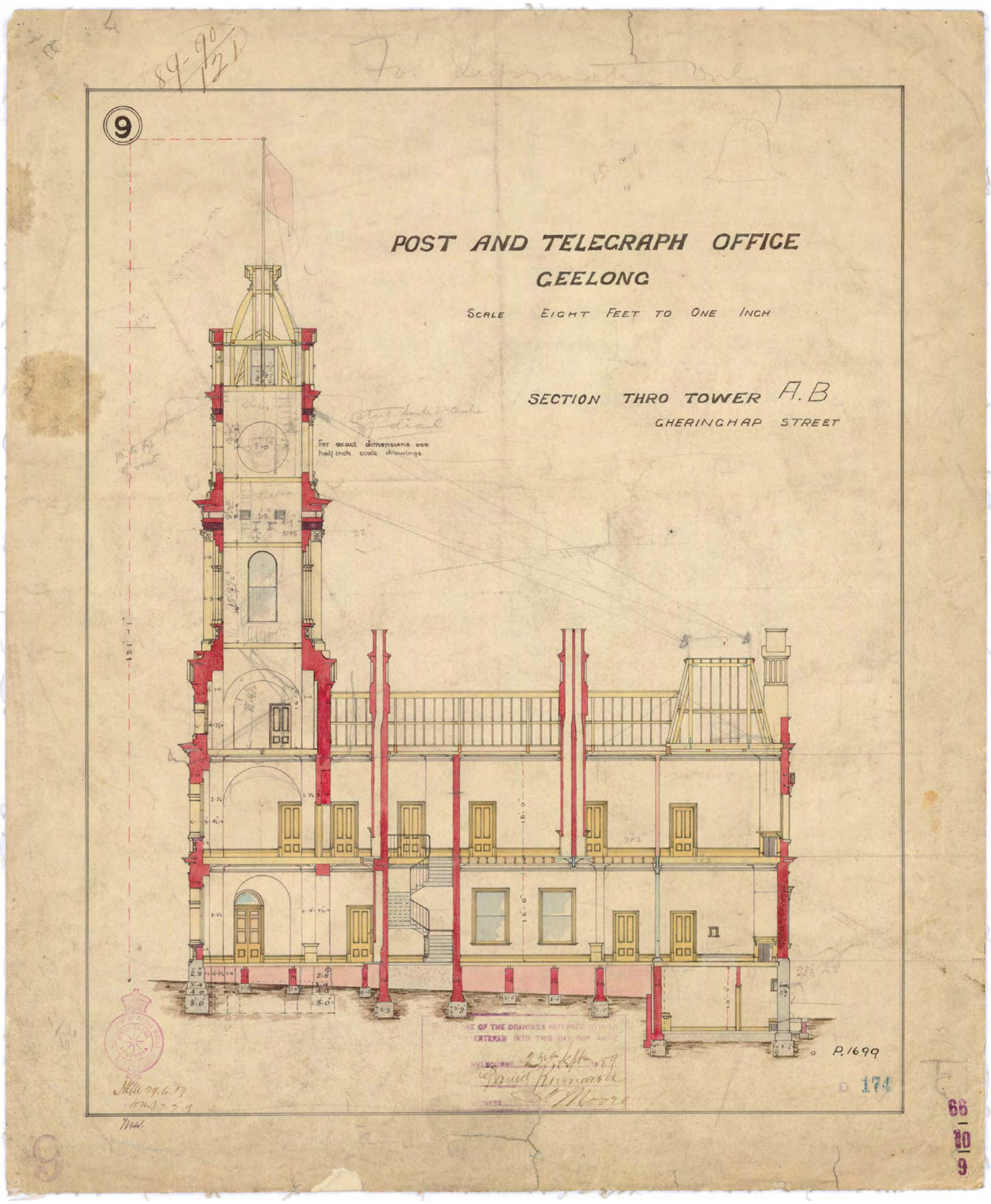


Figure 13 1889 Plan section through tower (B3712), drawer 66, folder 10, part 2
Source: National Archives Australia

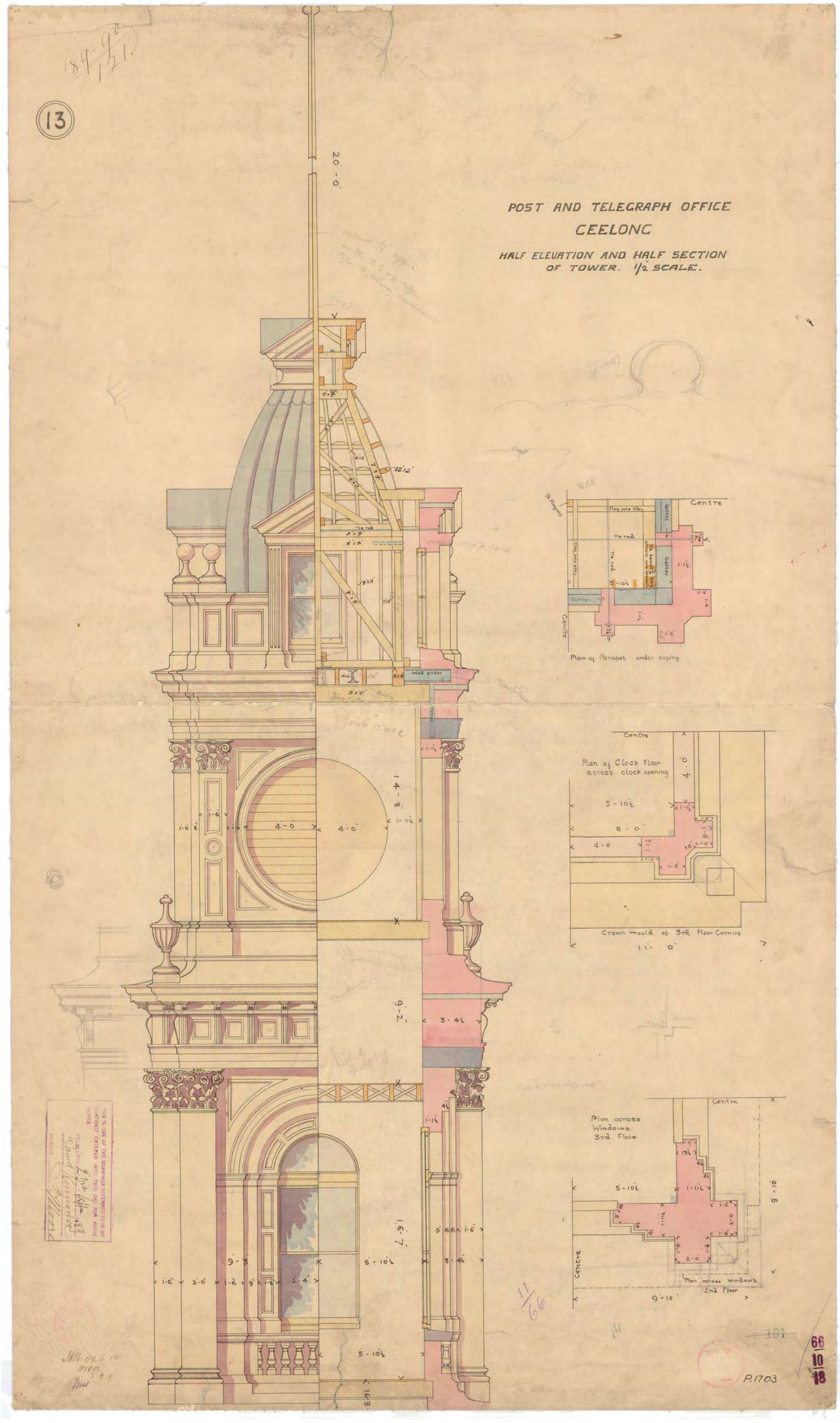


Figure 14 1889 Plan of tower elevation (B3712), drawer 66, folder 10, part 1
Source: National Archives Australia

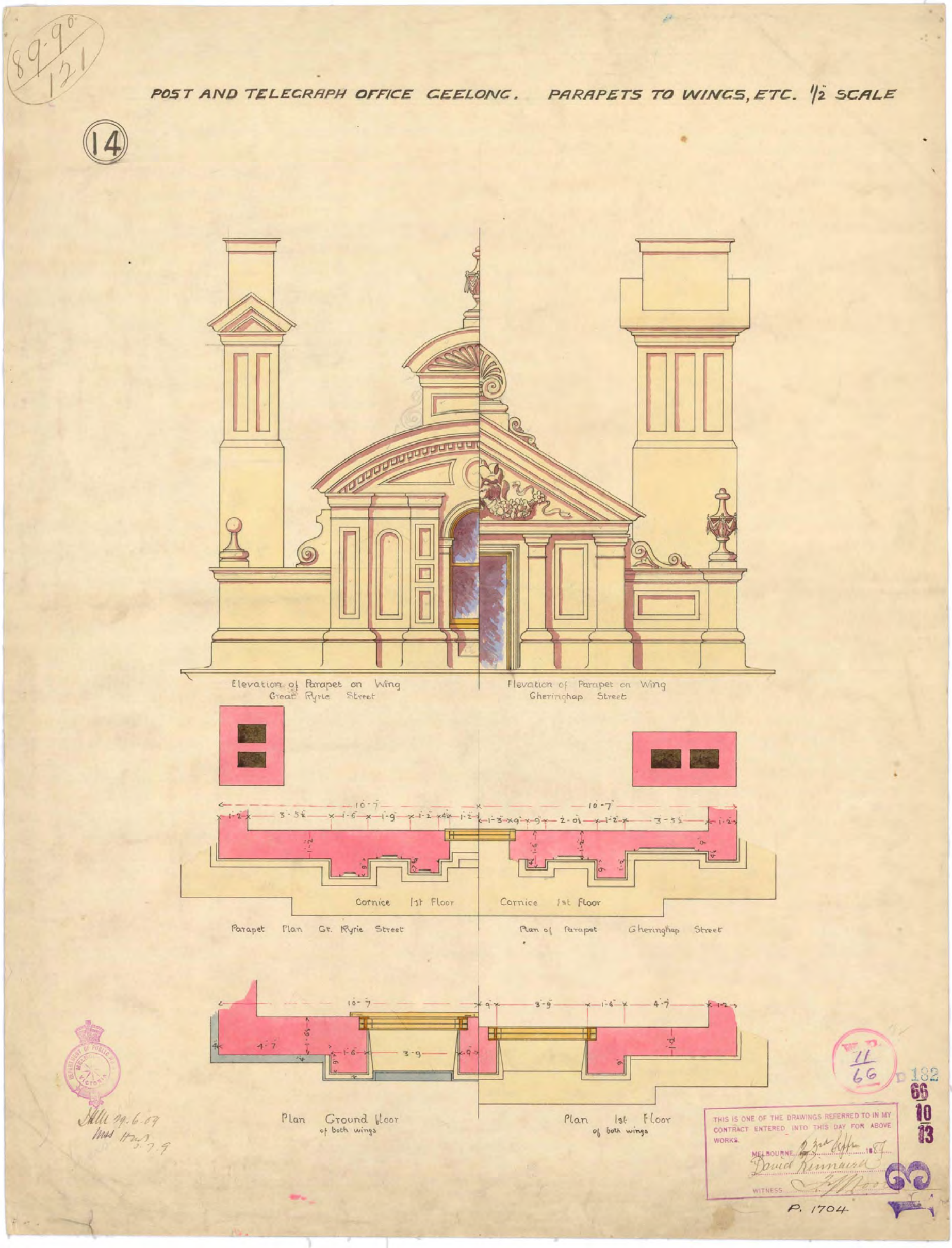


Figure 15 1889 Plan of parapets to wings (B3712), drawer 66, folder 10, part 1
Source: National Archives Australia

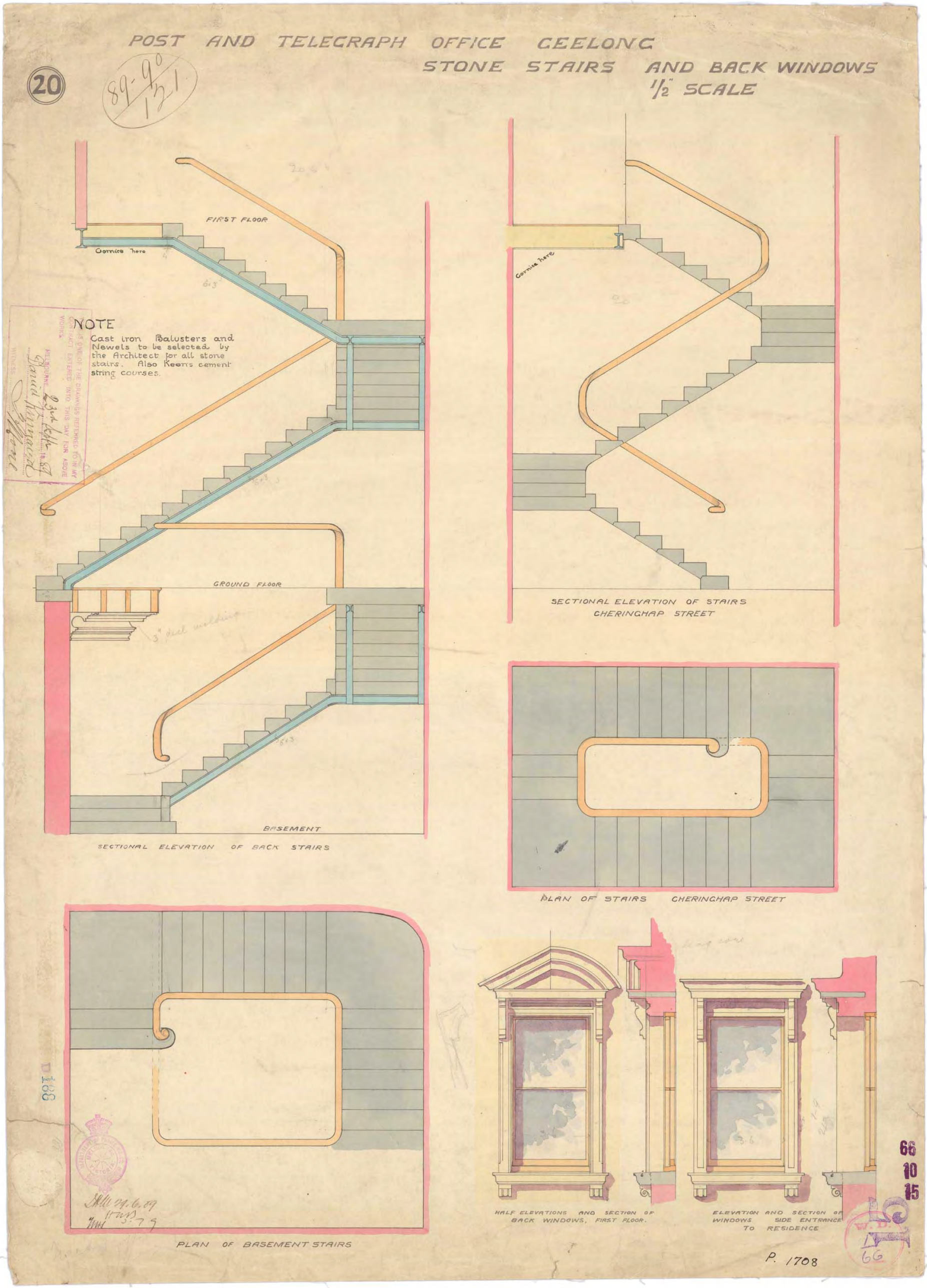


Figure 16 1889 Plan of elevation stairs and window (B3712), drawer 66, folder 10, part 1
Source: National Archives Australia

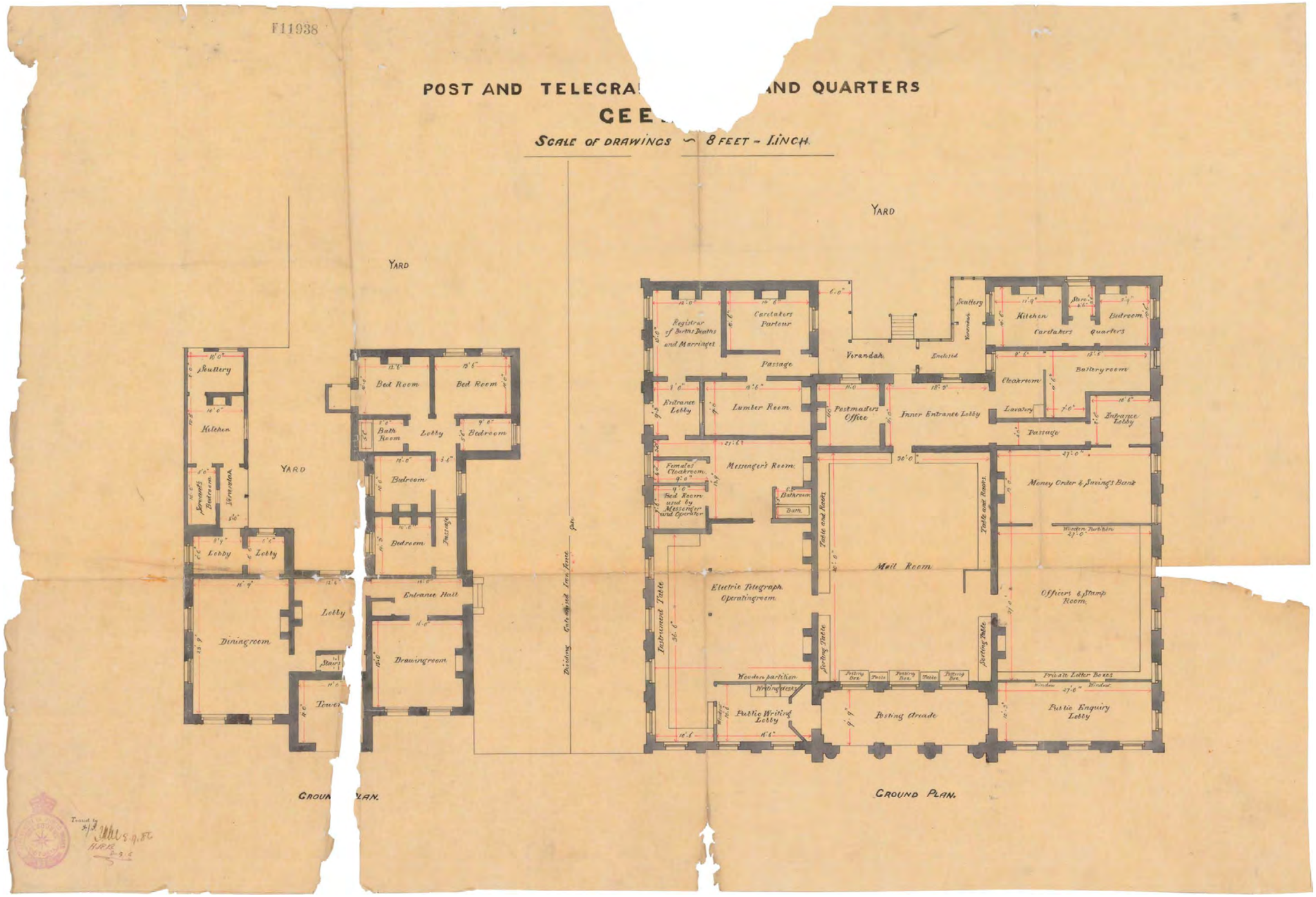


Figure 17 1914 Ground floor plan, MP33 1, VIC1914 5437
Source: National Archives Australia

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5. OSBORNE HOUSE, PARK, STABLES & PRECINCT MASTER PLAN UPDATE

Source: **Finance and Strategy – Property and Procurement**
Director: **Michael Dugina**
Portfolio: **Finance**

Purpose

1. To update Councillors on the status of the project and seek endorsement on the approach for creation of a business case.

Background

2. On 11 December 2018, Council resolved the following:

   2.1 Note that the Osborne Park Master Plan will not be delivered by the date of December 2018 as per the resolution made on 24 July 2018;

   2.2 Approve the adjusted timeline for the completion of the master plan that will see the finalised master plan presented to Council by no later than June 2019;

   2.3 Council conducts a community consultation by the end of December 2018 to include the working group and stakeholders as documented in Item 4 of the resolution of 24 July 2018; and

   2.4 That the working group are kept actively engaged throughout the entire master plan development process.

3. On 24 July 2018, Council considered the ownership and restoration of Osborne House and the Stables and the future of Osborne Park. As a result, Council resolved, amongst other things, to:

   5) Subject to appropriate Master Planning, Business Case and funding availability, acknowledges and commits to the future restoration of Osborne House and the Stables and that the planning and or works should commence by no later than the 2018 / 2019 financial year;

4. The City has worked towards implementing Council's resolutions within the approved timeline.

Key Matters

5. The City has conducted additional community engagement regarding this project, including a draft master plan workshop with the external working group. This extra engagement will not delay the final draft master plan being brought back for council endorsement in late June 2019. The extra consultation has been well received by the key stakeholder groups.

6. A draft master plan has been received which will be reviewed by stakeholders in an April workshop, followed by 3 weeks of public consultation. A final draft will be provided to Council by June 2019.

7. A deliverable of this project subject to the master plan and a business case was to commence planning and works no later than the 2018-19 financial year. This will not be achieved by June 2019, due to the timing of the master plan and the further time required for a business case to be completed.

8. An amount of $1.6M has been budgeted for in 2019-20 for the commencement of activity to support the restoration of Osborne House.

9. Once the master plan has been completed and accepted, a request for proposal stage will commence. By following this process, it is hoped delivery of some aspects of the precinct can be outsourced and delivered by third party who will make a long term commitment to key components of the site.

Cr Kontelj moved, Cr Aitken seconded -

10. That the report be deferred.

Carried.

6. RESTRICTING VEHICLES IN LITTLE MALOP – PROPOSED CHANGES FOR CENTRAL GEELONG LANEWAYS

Source:	**Investment & Attraction**
Director:	**Brett Luxford**
Portfolio:	**Economic Development**

Purpose

1. To seek Council's endorsement to commence community consultation regarding restricting vehicles in Little Malop Street (between James Street and Moorabool Street) – refer to **Attachment 2 -** proposed changes for Central Geelong Laneways.

Background

2. Several local traders have requested that the City consider removing vehicle access during the peak trading times from parts of Little Malop Street (between James Street and Moorabool Street) and to some of the connecting laneways, in order to make the area more inviting for alfresco dining, eliminate the risks associated with potential conflicts between pedestrians and vehicles sharing the space, and to make the area more inviting for people in general.

3. Council officers have undertaken some preliminary work to investigate the most effective method of achieving this outcome, along with the infrastructure needed, which will form part of the consultation with the community, particularly with the 200 estimated property owners and occupies that would have a direct interest in the affected area.

Key Matters

4. To restrict vehicle access the City will need to implement a number of changes to both the physical space and the way that that it is managed. In managing the changes, the City will strive to balance aspirations for a safe and vibrant space with the need to maintain access for essential services and business operations.

5. To help the City to understand how this proposal may impact those who use, live or trade in the area, we will need to consider all public submissions, prior to proceeding with any process of implementing the vehicle restrictions.

Cr Sullivan moved, Cr Murnane seconded -

6. That Council:

6.1 Endorse the commencement of consultation with the community regarding the provision of vehicle access restrictions in Little Malop Street (between James Street and Moorabool Street); and

6.2 Request officers to present a final recommendation to Council for a decision, following consultation with the community.

Carried.

Attachment 1

Financial Implications

1. To implement these restrictions, the City are proposing to purchase and install 4 x automatic rising bollards with timers and keypad/swipe card access. Preliminary costings for this project are outlined below:

PROJECT COST ESTIMATE	
Purchase and Installation of 4 x Automatic Bollards	$50,000.00
Concrete Footings and Civil Works	$30,000.00
Allowance for Connection to 240V Power Supply	$20,000.00
Ongoing Maintenance and Operating Costs P/A	$5,000.00 p/a
Design Drawings and Approvals	$2,000.00
Traffic Signage Changes, Line-marking, Etc.	$5,000.00

Total Project Costs

Initial Capital Costs: $107,000.00

Ongoing/Recurrent Costs for Maintenance and Operation: $5,000.00 p/a

2. In terms of the funding source, officers will consult with stakeholders on the funding options for Council's decision as to whether to allocate the necessary funding in its entirety, or in part, and/or whether to pursue the preparation of a Special Rate and Charges (SRC) Scheme.

Community Engagement

3. Consultation with the community is needed to help us to understand how this proposal will impact those who use, live or trade in the affected area. Submissions from the public will be responded to and the key issues outlined in the subsequent report along with recommendations to be presented to Council.

4. It is intended to commence consultation with the community on the day following Council's endorsement. The form(s) that this consultation will take include:

   4.1 A notice sent to all property owners and occupiers within the area shown in **Attachment 3** – Proposed Notification Map;

   4.2 A opportunity to lodge public submissions via Council's "Have your say" page; and

   4.3 Promotion via the City's website and social media.

5. Key stakeholders with any consultation will be the traders, residents and property owners who have a direct interest in the affected areas. Consultation will also need to occur with emergency services to ensure that these restrictions do not in any way impact on their ability to respond in a timely and effective manner to any situation.

6. Key issues raised by the public or by emergency services will then be articulated in any subsequent report and recommendation to Council

Social Equity Considerations

7. Some parking changes proposed will involve the removal of some disabled parking located in Shorts Place. A review of alternative disabled parking within 100m will be undertaken, along with direct consultation with the Access and Inclusion Advisory Committee, to ensure that the City is maintaining a sufficient supply of disabled parking in nearby areas, and providing additional disabled parking if needed.

8. A response to this important consideration will be addressed further in any subsequent report to be presented to Council

Policy/Legal/Statutory Implications

9. VicRoads are the statutory authority who can authorise the restrictions, as they are responsible for any major traffic control devices. VicRoads have provided in principle support, highlighting the need for thorough consultation with the community prior to their final approval. This is consistent with previous advice from VicRoads on restricting access to this area back in October 2005.

10. The City is in the process of obtaining advice regarding any potential legal issues which could arise from restricting vehicle access to private properties, with removing loading areas, and whether the City can lawfully pursue a Special Rates and Charges (SRC) Scheme for this proposal, either in full or in part.

11. It would be appropriate to review these aspects in finer detail upon concluding any consultation with the community and proceeding to more thoroughly examine the finer details associated with this proposal and its implementation.

Alignment to Council Plan

12. This report aligns with the strategic priorities outlined in the *Council Plan 2018-22* with regard to 'A Thriving and Sustainable Economy'. Vehicle access restrictions will support the continued economic growth and revitalisation of Central Geelong.

Conflict of Interest

13. No officers involved in the preparation of this report have a direct or indirect interest in matters to which it relates.

Risk Assessment

14. The current vehicle access arrangements are considered to present an elevated safety risk to the general public in the area. The proposal being put forward in this report is a method of mitigating this level of risk to the public.

15. Restrictions to private property access has the potential to present risks with regard to possible litigation against the City. This potential risk will be mitigated by obtaining and adhering to any legal instructions, and through a responsive consultation process with the community.

16. Restricting any ability for deliveries for businesses to occur in their current manner presents a potential risk with regard to any operational constraints to existing businesses and the subsequent potential for reputational damage to the City. The community will be provided with an opportunity to raise these issues with the City, which can be considered and responded to accordingly in due course. Again, a responsive consultation process with the community will mitigate against the potential risk to the City.

17. Restricting access for emergency services presents a risk to the City with regard to public safety, potential litigation and reputational damage. Direct engagement with all emergency services and in-principle support for the proposal from all of the relevant authorities will mitigate against these potential risks.

Environmental Implications

18. There a no known environmental impacts in relation to the restrictions.

THE CITY OF
GREATER GEELONG

RESTRICTING VEHICLES IN LITTLE MALOP

PROPOSED CHANGES FOR CENTRAL GEELONG LANEWAYS

CITY OF GREATER
GEELONG

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What we're proposing

The Central Geelong Laneways Precinct is fast becoming a destination for workers and visitors in Central Geelong.

Bound by Malop, Gheringhap, Moorabool and Ryrie Streets, the precinct offers a diverse range of places to eat and drink, entertainment venues, and boutique retail offerings.

We are proposing to restrict vehicle access to parts of the precinct, with the aim of creating a vibrant and accessible area where people feel safe to be.

To do this, we would place automated bollards in two locations in Little Malop Street:

1. between James Street and Dennys Place
2. between Shorts Place and Moorabool Street.

These bollards will restrict vehicle access for 20 hours of the day – between 8.00am and 4.00am.

Outside of these hours – between 4.00am and 8.00am – vehicles will have unrestricted vehicle access.

As well as impacting parts of Little Malop Street, Figure 1 shows (below) that this will also impact the following laneways:



Image 1: Little Malop Street during a public event

- Dennys Place
- McLarty Place
- Minns Place and
- Shorts Place.

As the bollards will be automated, certain groups – including emergency services and residents – will still be able to access the space during restricted access hours.

Figure 1: Map of areas impacted by proposed vehicle restrictions



Why we are proposing it

"In many studies where you have pedestrianisation, or slowing down traffic, people actually spend more money."[1]

Distinguished Professor Billie Giles-Corti of the RMIT Centre for Urban Research

There are a number of reasons why we are proposing to restrict vehicles in this part of Little Malop Street.

Changes to the physical space

The Laneways Project, completed in 2017 as part of the Revitalising Central Geelong initiative, was designed to make the space more attractive to locals and visitors, as well as businesses keen to be part of this unique and vibrant area. Through the clever use of paving, lighting, street furniture and public art, new life was breathed into the space.

We want to build on the success of these changes by closing it to vehicles during peak pedestrian times.

Trader requests

We have been approached by several local traders keen to remove vehicle access to the area, and to make the area more inviting for alfresco dining, and people in general.

Growth of the CBD

Census data from 2017 demonstrated there has been a 33 per cent increase in employment in Central Geelong since 2011.[1]

As employment grows and we keep up our efforts to get at least 10,000 people living in Central Geelong[2], we expect demand for safe and accessible public spaces in the CBD to increase.

Experiences of world-class cities

There are many examples of successful streets and laneways with restricted, or no vehicle access, around the world.

For example:

- Barcelona is converting multi-lane roads in highly built up areas into superblocks – replacing roads with trees, walking paths, street furniture and playgrounds.[3]
- Degraves Street and Centre Place in Melbourne have restricted vehicle access and are thriving as popular places for people.

These areas prioritise people and offer opportunities for a range of street activities, such as alfresco dining, public meeting points, events and performances.

When placed, designed and managed well, streets can become a destination, resulting in strong economic benefits for the adjacent businesses and beyond.

For example, an early study on a car ban in Madrid showed that retail spending increased almost 10 per cent[4].

Unsafe driver behaviour

Unfortunately it is not uncommon to witness delivery vehicles breaking road rules by mounting footpaths, or simply stopping in the middle of the laneways to deliver goods to businesses.

This impacts safety – both real and perceived – in the space and detracts from the amenity of the area.



Image 2: Degraves Street in Melbourne

[1] Central Geelong Census of Land Use and Employment (CLUE) 2017 & 2011

[2] Central Geelong Taskforce (2013) *Central Geelong Action Plan.* Geelong, City of Greater Geelong, p iii.

[3] www.citylab.com/transportation/2018/08/inside-a-pedestrian-first-superblock/566864 (accessed 18 March 2019).

[4] www.forbes.com/sites/carltonreid/2019/03/08/closing-central-madrid-to-cars-resulted-in-9-5-boost-to-retail-spending-finds-bank-analysis/#77b4b25655a7 (accessed 18 March 2019)

Vehicle restriction times

As discussed above, the automated bollards will restrict vehicle access between 8.00am and 4.00am. Between 4.00am and 8.00am, vehicles will have unrestricted vehicle access.

To determine the best times to restrict vehicle access, we used innovative technology that allows us to count the number of people carrying mobile devices in and around the precinct. From this, we have can tell how many people are using the area, and when.

The available data shows that on any given day:

- at 4:00am, there are typically less people in the area, than at any other time.
- there is a very high increase in the number of people in the area between 8:00am and 9:00am
- the number of people in the area then tends to remain high until 4:00am again.

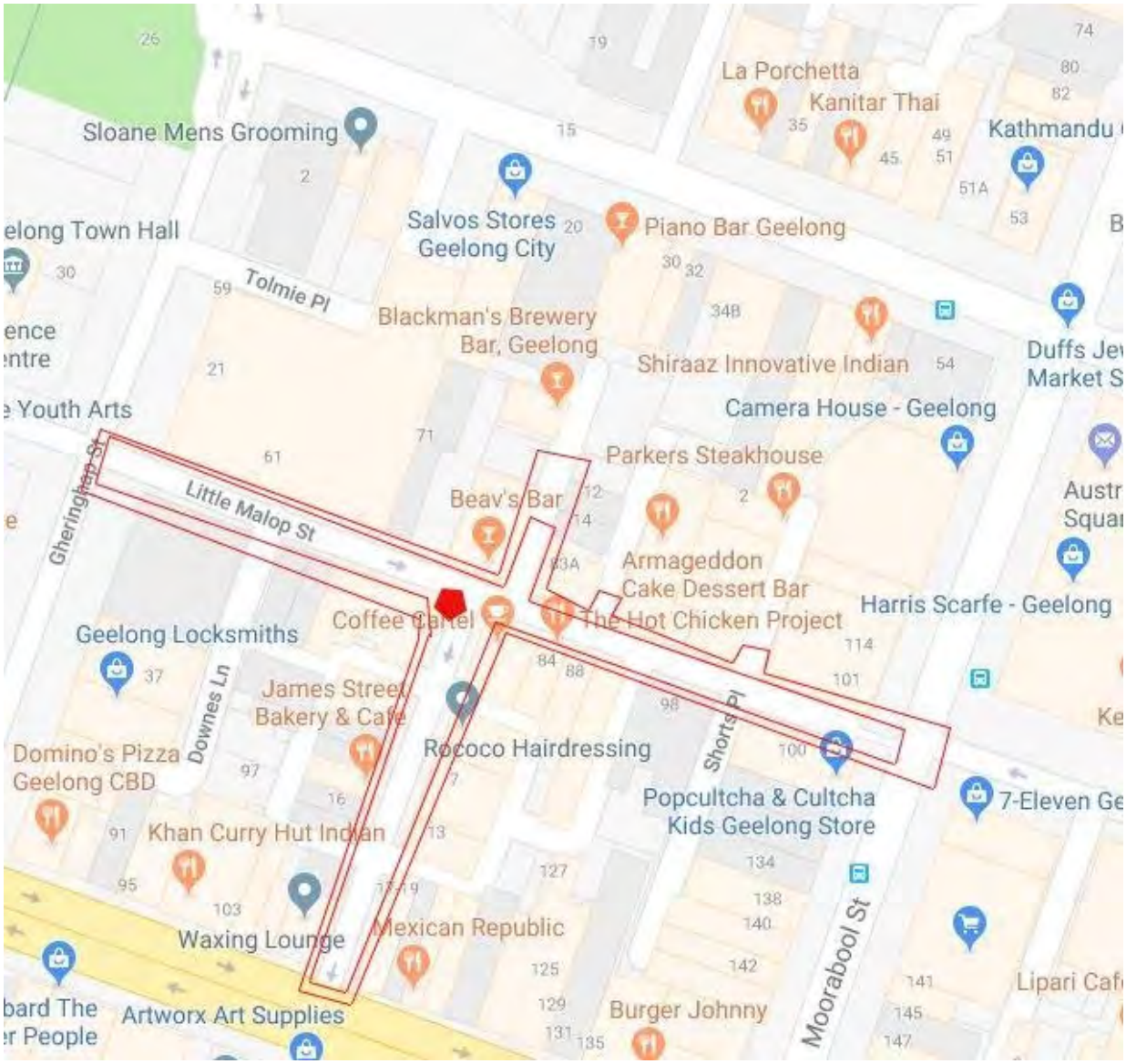


Figure 2: The area covered by our mobile device counter

How we think it will work

To restrict vehicle access to parts of Little Malop Street, we will need to implement a number of changes to both the physical space and the way that it is managed.

In managing these changes, we will strive to balance aspirations for a safe and vibrant space with the need to maintain access for essential services.

PHYSICAL CHANGES

Installing bollards

We will purchase and install four automatic-rising bollards – two for the James St entrance, and two for the Moorabool St entry. These may permit access in three ways – automatic timer, key card and pin code access.

Preliminary estimates suggest purchase cost should be around $117,000.00, plus additional costs such as line-marking and signage. Ongoing maintenance and operating costs are expected to be approximately $5,000 per annum.



Image 3: A concept drawing of an automated bollard

Removing on-street car parks

We estimate that up to seven short-term parking spaces will need to be removed from the area to prevent private cars from getting stuck in the space. Most of them are located in Shorts Place south – an area proposed for streetscape improvements in the future.

Alternative parking is located in James Street and around the periphery of the precinct. The Civic Car Park, at the western end of Little Malop Street, also provides convenient long-and-short-term-parking options for people wanting to access the area by car.



Image 4: An example of an automated bollard at Melbourne University



Image 5: Parking spots in Shorts Place south.

MANAGEMENT CHANGES

Emergency vehicle access

Automatic bollards are typically designed with features that allow them to be lowered in the event of an emergency. However, we will have to work with emergency services and the bollard manufacturers to come up with the best way of doing this.

Residential parking access

We plan to maintain residential vehicle access to parking in the SOHO Apartments, accessed via Dennys Place.

It is anticipated this will be done using key cards, which will lower the automated bollards at the James Street entrance.

Other private parking arrangements

While we do not have a list of all the private parking in the area, we anticipate that there will be several individuals and premises impacted by this proposal. These will need to be discussed and dealt with on a case-by-case basis.

For example, we may need to discuss opening an alternative access point to Malop Street with the owners of the large private car park located at the end of McLarty Place.

Waste and recycling collection vehicles access

Most waste and recycling collections seem to happen before 8.00am, so we don't expect closing the area to vehicles between 8.00am and 4.00am will cause any major issues.

Delivery vehicle access

We anticipate that businesses in the area who accept deliveries in the designated loading areas, particularly in Shorts Place, will be impacted by these changes.

These businesses will have two options:

1. To use one of the alternative loading zones on the periphery of the precinct, as depicted in Figure 8.
2. To receive deliveries between 4.00am – 8.00am, where possible.



What we still need to work out



Figure 4: Proposal concept plan

The draft concept plan in Figure 4 (above) shows:

- the changes we will make to the physical environment, such as installing bollards and removing car parks
- the new and existing infrastructure we'll use to help those impacted by the change, such as alternative loading zones
- areas that require discussion, such as the McLarty Place car park

However, there are a number of things we don't currently know about the proposal. These include:

- how many people and premises have private parking arrangements in the area that will be impacted
- how we will pay for the anticipated costs, although a special rates and charges scheme could be an option
- how we will manage access for emergency services and residents of the SOHO apartments
- whether there are any other unanticipated consequences that we haven't yet considered.

These are some of the things we hope to clarify during the community engagement phase.

Next steps

To help up us understand how this proposal will impact those who use, live or trade in the Little Malop precinct, we are calling for public submissions.

These submissions may come from:

- businesses owners who operate in the area
- delivery drivers
- residents
- waste and recycling services
- anyone who regularly uses the space.

We will consult separately with emergency services to address access issues.

We will review all submissions with a view of trying to uncover and address any potential issues raised.

A report will then be sent to Council for their consideration in June. If it is endorsed, we will then begin the process of implementing vehicle restrictions.

KEY DATES IN 2019

9 April – initial report to Council

10 April – public submissions open

1 May – public submissions close

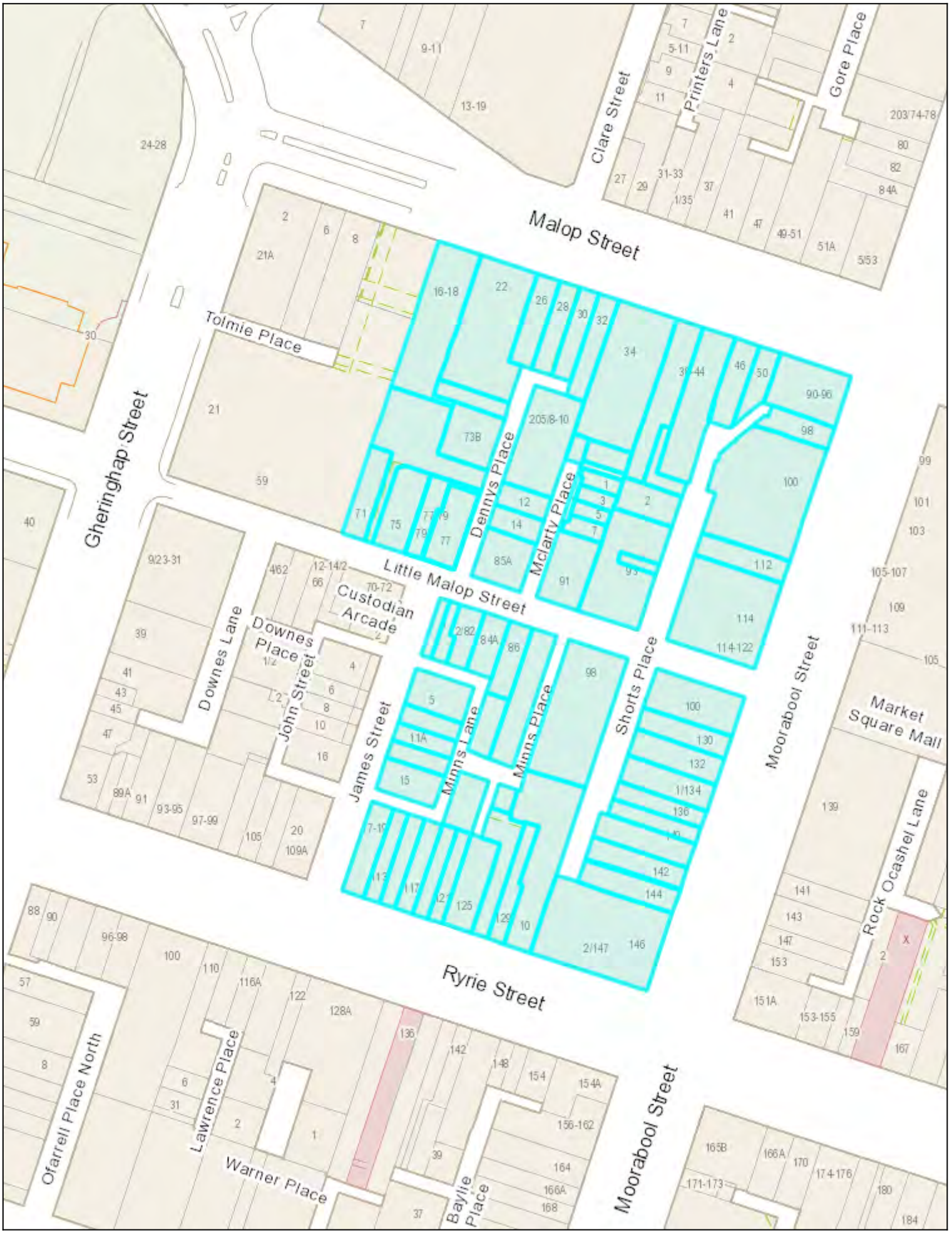
25 June – subsequent report to Council

HAVE YOUR SAY

We will be engaging with the community in the following ways:

- calling for public submissions
- collaborating with emergency services.

For more information about where and when you can contribute, visit www.geelongaustralia.com.au/yoursay



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CITY OF GREATER GEELONG

21/03/2019 11:51 am

Prepared by the City of Greater Geelong - PLACES

MGA Zone 55

Scale 1 : 1558

7. CHRISTMAS IN GEELONG 2018

Source:	**Investment & Attraction**
Director:	**Brett Luxford**
Portfolio:	**Economic Development**

Purpose

1. To provide Council with the outcomes of the Christmas in Geelong program inclusive of the Iconic Floating Christmas Tree, to inform activities post 2018.

Background

2. Since the launch of the Iconic Floating Christmas Tree in November 2014, it has become the key element of the City's annual Christmas in Geelong program.

3. The program aims to:

   3.1 help generate community pride and a spirit of festive goodwill across the entire Geelong community;

   3.2 stimulate economic activity directly in Central Geelong, and more broadly by encouraging visitors from outside our region;

   3.3 boost the public and media profile of Central Geelong, the City of Greater Geelong and our municipality;

   3.4 offer a range of free Christmas celebration activities.

4. In early 2016, the City commissioned an independent economic impact and cost benefit analysis that determined that Geelong's Iconic Floating Christmas Tree returned 5.4 times return-on-investment.

5. On 23 October 2018, Council resolved to support the installation of the Iconic Floating Christmas Tree for a further five years from 2019 – 2024.

Key Matters

6. The use of and improvements in technology provides more accurate and consistent data to assist in the estimation of visits as part of the Christmas in Geelong program with overall attendance numbers recorded are higher.

7. The survey data highlights the importance of various elements of the program with high percentages of people feeling safe, connected and proud as a result of participating in the program.

8. The Christmas in Geelong program provides an opportunity to drive visitation to Central Geelong, enhance the experience of visitors to Central Geelong and increase positive media relating to Geelong and the region. It also provides an opportunity for Council to work in partnership with traders in Central Geelong.

Cr Murrihy moved, Cr Sullivan seconded -

9. That Council note the figures that show the 2018 Christmas in Geelong program generated 330,933 visits and an estimated $18.5 million in Total Economic Output.

Carried.

Attachment 1

Financial Implications

1. The total cost of the 2018 Christmas in Geelong program was $739,533.

Community Engagement

2. As part of the Christmas in Geelong program, the City and Central Geelong Marketing carries out a review to determine how popular the activities were and what economic benefit was derived. (**Attachments 2 – 4**). With availability of and improvements in technology to assist in more accurately estimating visits, such as access points to count unique devices in specified precincts, overall attendance numbers recorded are higher.

3. The program was evaluated by the following methods:

    3.1 Access points (using Bluetooth/ Wi-Fi data) counting unique devices in zones within Central Geelong.

    3.2 Manual participant counting – Activity and on street in specific locations during specific times.

    3.3 Location counting using temporary beacons and door entry counting.

    3.4 Face to face and online surveys. Surveys were completed for both the opening weekend (164 online and face to face) and the ongoing program (215 online and face to face).

    3.5 Social media reach of 1.22 million people for City accounts and 157,590 for Central Geelong Marketing which included Facebook, Twitter and Instagram.

    3.6 Independent assessment of PR value of media activity.

4. The economic benefit generated by the program is calculated using a REMPLAN evaluation method and calculations, and is based on the standard process used by Central Geelong Marketing, Tourism Greater Geelong and the Bellarine and G21.

5. In making the calculation, the City and Central Geelong Marketing collected the following information over a cross section of days, times and activities:

    5.1 Device Counting (Bluetooth and Wi-Fi in designated areas);

    5.2 Manual counting and assessment;

    5.3 Surveys at events and activities and online.

Social Equity Considerations

6. The Christmas in Geelong program is full of free events available to the community.

Policy/Legal/Statutory Implications

7. All policy, legal and statutory implications associated with this project have been adequately managed by the Capital Projects, Economic Development & Events, and Central Geelong & Waterfront departments.

Alignment to Council Plan

8. The Christmas in Geelong program aligns with the "a more inclusive and diverse community" and "growing our tourism and events" strategic directions of the *Council Plan 2018–22*.

Conflict of Interest

9. No officers involved in the preparation of this report have a direct or indirect interest in matters to which this report relates.

Risk Assessment

10. The project control and working group structure has managed risks with advice from specialist officers.

Environmental Implications

11. Environmental impacts have been considered for each element of the annual Christmas in Geelong program.

Attachment 2

CHRISTMAS IN GEELONG PROGRAM SURVEY RESULTS

Evaluation result summary

1. Surveys were completed for both the opening weekend (164) and the ongoing program (215).
2. 330,933 people attended the Christmas in Geelong program.
3. The average spend per person for City surveyed events was $28.60.
4. The average spend per person at Central Geelong Marketing activities surveyed was $27.91.
5. The Total Economic Output for the Christmas in Geelong program is $18.5 million (including estimates of direct and indirect output generated by attendees).
6. The Total Economic Output for the Central Geelong Marketing Christmas program is $4.2 million.
7. The PR value for media activity for Christmas in Geelong was $6.1 million, totalling 741 separate media items. The floating Christmas tree alone generated $3.66 million in positive media coverage through 481 separate media items.
8. The City's main social media accounts (including Central Geelong Marketing and Events Geelong) had a total reach of 1.378 million people for its Christmas posts.

Survey summary:

9. 92% of people surveyed who came into Central Geelong on 9 November 2018, did so for a Christmas Opening Night.
10. 79% of people surveyed who came into Central Geelong on 9 November 2018, rated the Floating Christmas Tree as important or very important.
11. 64% of people surveyed who came into Central Geelong on 9 November 2018, rated the Christmas projections as important or very important.
12. 94% of participants surveyed agreed or strongly agreed that when they participated in Christmas in Central Geelong they felt safe and welcome.
13. 86% of participants surveyed agreed or strongly agreed that when they participated in Christmas in Central Geelong they felt connected to people in the community.
14. 91% of participants agreed or strongly agreed that when they participated in Christmas in Central Geelong they felt proud of Central Geelong.
15. 93% of participants agreed or strongly agreed that they enjoyed the vibrancy and activity in Central Geelong during the Christmas program.
16. Participants surveyed indicated they spent money on: Eating Out 72%; Shopping 40%; Sightseeing 12%; Entertainment 10% and Professional/ Service Providers 3%.

Attachment 3

CHRISTMAS IN GEELONG PROGRAM ELEMENTS & ACTIVITIES

CITY OF GREATER GEELONG ORGANISED ACTIVITIES

- Floating Christmas Tree – Music and Light Show
- City Hall Projections
- School Christmas Trees in Little Malop Central
- Christmas themed Catenary lighting and star
- Regional Christmas decorations
- Family Christmas movies on the Waterfront

JOINT CITY AND CENTRAL GEELONG MARKETING ACTIVITIES

- Myer Geelong Christmas Windows
- Parking Meter & Bin decals
- Santa letters at The Carousel and Library
- Morning Teas with Santa at the Carousel

CENTRAL GEELONG MARKETING ORGANISED AND SPONSORED ACTIVITIES

- Central Geelong Christmas Trail – activities and map
- 3D Wall Art
- Christmas in Central Geelong Augmented Reality
- Santa's Reindeer Training Academy
- Tinsel Room (Vacant Property Activation)
- Myer Windows Christmas Story - Storytelling at Westfield
- Christmas Waterfront Makers and Growers Market
- *CGM also deliver the Central Geelong Magic Meter Elves*

CITY SPONSORED EVENTS ORGANISED BY OTHERS

- Gala Day Parade
- Denis Walter Carols by the Bay
- Carols by Candlelight Geelong

Attachment 4

CHRISTMAS IN GEELONG PROGRAM RESULTS

ITEM	RESULT					COMMENT
	2018	**2017**	**2016**	**2015**	**2014**	
Overall attendance	330,933	259,801	216,050	213,500	245,000	
Floating Christmas Tree	193,650*	164,872	128,490	123,000	163,000	*193,650 unique device visits 7pm to 12am during tree period. Note – 680,635 unique devices recorded during total tree period.
City Hall projections	34,945	24,837	20,640	31,000	29,000	
Central Geelong Marketing Activities including Myer Windows	75,338	51,592	44,492	44,900	33,700	Manual counting and assessment also undertaken for Myer Windows – visits estimated at 41,112
Other activities	27,000	18,500	22,428	14,600	19,300	
VISITOR PLACE OF ORIGIN						
	2018	**2017**	**2016**	**2015**	**2014**	
Geelong	82.3%	90%	79.8%	86%	83%	
Melbourne	7.9%	6.4%	4.6%	5%	6%	
Regional Vic	8.4%	2.8%	10.4%	5%	6%	
Interstate	1.4%	0.8%	2.7%	3%	4%	
International	NA	N/A	2.2%	1%	1%	

	2018	2017	2016	2015	2014	
Average spend per person	$28.60 City $27.91 CGM	$32.40 City $36.61 CGM	$32.10 City $42.93 CGM	$45.50	$57.00	
Community / Social Wellbeing	94% of participants agreed or strongly agreed that when they participated in Christmas in Central Geelong they felt safe and welcome.	93% of participants agreed or strongly agreed that when they participated in Christmas in Central Geelong they felt safe and welcome.				
Perception of Christmas in Central Geelong	91% of participants agreed or strongly agreed that when they participated in Christmas activities they felt proud of Central Geelong.	92% of participants agreed or strongly agreed that when they participated in Christmas activities they felt proud of Central Geelong.				
Central Geelong business feedback	97% of businesses surveyed think CGM should deliver a program leading up to Christmas to encourage visitation.	95.6% of businesses think CGM should deliver a program leading up to Christmas to encourage visitation.	84% of businesses think CGM should deliver a program leading up to Christmas to encourage visitation.	Most beneficial aspects for traders were: Magic Meter Elves Family Activities	Most beneficial aspects for traders were: Magic Meter Elves Family Activities	

	2018	2017	2016	2015	2014	
Other Christmas events	City sponsored events: *Gala Day* *Waterfront Christmas Carols* *Christmas eve Carols by candlelight* These events delivered an extra 25,000 visitors into Central Geelong & Waterfront	City sponsored events: *Gala Day* *Waterfront Christmas Carols* *Christmas eve Carols by candlelight* Visitor numbers were lower as a result of the cancellation of Waterfront Christmas Carols & Carols by Candlelight moving to GMHBA Stadium.	City sponsored events: *Gala Day* *Waterfront Christmas Carols* *Christmas eve carols by candlelight* These events delivered an extra 40,000 visitors into Central Geelong & Waterfront	City sponsored events: *Gala Day* *Waterfront Christmas Carols* *Christmas eve carols by candlelight* These events delivered an extra 30,000 visitors into Central Geelong & Waterfront	4,500	
Total Economic Output		$17.3m	$13.079m	$15.6m	$17.9m	
Public relations value	$6.1m	$4.41m	$6.83m	$9.33m	Not assessed to consistent level	
Total cost - Floating Christmas Tree	$400,000	$350,000	$310,000	$340,000	$496,000	
Total Cost - Central Geelong Marketing delivered activities	$62,755	$65,000	$53,000	$65,000	$41,500	
Total cost - other activities	$276,778	$275,000	$306,614	$154,370	$44,672	*Includes regional decorations costs and sponsorship of events.*
Total Cost	**$739,533**	**$690,000**	**$669,614**	**$559,370**	**$582,172**	

8. REVOCATION OF FLOOD-PRONE AREA DESIGNATION OF NEW LOTS AT SANCTUARY ESTATE, STAGE 5

Source:	**City Services – Engineering Services**
Director:	**Guy Wilson- Browne**
Portfolio:	**Social and Infrastructure Planning**

Purpose

1. To consider revoking Council's designation of 12 December 2006 of flood affected land Sanctuary Estate, Stage 5 as liable to flooding pursuant to regulation 153 of the *Building Regulations 2018*.

Background

2. Council has a statutory obligation under the *Building Regulations 2018* to designate land as liable to flooding where it reasonably knows it to be prone to flooding. Conversely, there is an obligation to remove the encumbrance of designation from land that is no longer considered to be flood-prone.

3. The current designated flood mapping (**Attachment 2**) was designated by Council at its meeting of 12 December 2006, under the provisions of the *Building Regulations 2018*.

4. This revocation will result in another stage of new lots in Sanctuary Estate fronting 112 – 120 Burvilles Road, Armstrong Creek being free of their flood prone status, paving the way for owners to build homes on their land.

Key Issues

5. The flood mapping is subject to a revision due to the subdivision and development at 112 – 120 Burvilles Road, Armstrong Creek. Prior to subdivision the parent lot was considered to be liable to flooding. This development site, which is also known as Sanctuary Estate, Stage 5, achieves flood immunity for newly created lots for flood events up to and including the 100 year Average Recurrence Interval (**ARI**) event due to approved internal earthworks.

6. The decision by Council engineers that the flood prone status can be removed includes assessment of internal drainage, road construction and earthworks to contain potential floodwaters from the 100 year ARI event within road and drainage reserves (**Attachment 3**).

7. It should be noted that designation is separate to the creation of flood overlays within the Planning Scheme, which generally follows designation. In the case of this development, the planning scheme amendment to create post-development flood zones or overlays is proposed after the design of the proposed precincts.

Cr Nelson moved, Cr Murnane seconded -

8. That Council revoke the Council designation of 12 December 2006 of flood affected land Sanctuary Estate, Stage 5 as liable to flooding pursuant to regulation 153 of the *Building Regulations 2018*.

Carried.

Attachment 1

Financial Implications

1. No impact to budget.

Community Engagement

2. A revocation of designation does not warrant public consultation as it constitutes the removal of an encumbrance on land.

3. Relevant Council databases and flood maps will be revised and updates sent to the Corangamite Catchment Management Authority and Building Control Commission.

Social Equity Considerations

4. Council have a responsibility to the community to provide the best possible information on areas that are flood prone. The removal of flood prone designation allows owners to build on their land without a special permit from the City, and without raising the floor level of their home. It also reduces the cost of property insurance.

Policy/Legal/Statutory Implications

5. The City has various statutory responsibilities for drainage management and flood management (prevention, response and recovery) as set out in the *Local Government Act 1989, Local Government Regulations 1990, Planning and Environment Act 1987, Building Regulations 2018, Water Act 1989, Subdivision Act 1988* and *Emergency Management Act 1986*.

6. The works have resulted in the lots being protected from flooding during a major storm event that has a one per cent probability of occurring in any one year, and occurs on average once in 100 years. This is the required standard for new subdivisions.

Alignment to Council Plan

7. The recommendations of this report are consistent with *Council Plan 2018-22*, in relation to planned sustainable development.

Conflict of Interest

8. There are no officer direct or indirect interests with respect to this report.

Risk Assessment

9. Council also has some risk exposure with any failure to disclose the flood-prone status of a property in a Land Information Certificate.

10. The revocation of the designation is the final step in minimising Council's risk.

Environmental Implications

11. The revocation of flood-prone areas designation and designation of revised flood data through the design of this stage is considered unlikely to result in any known adverse environmental impacts.

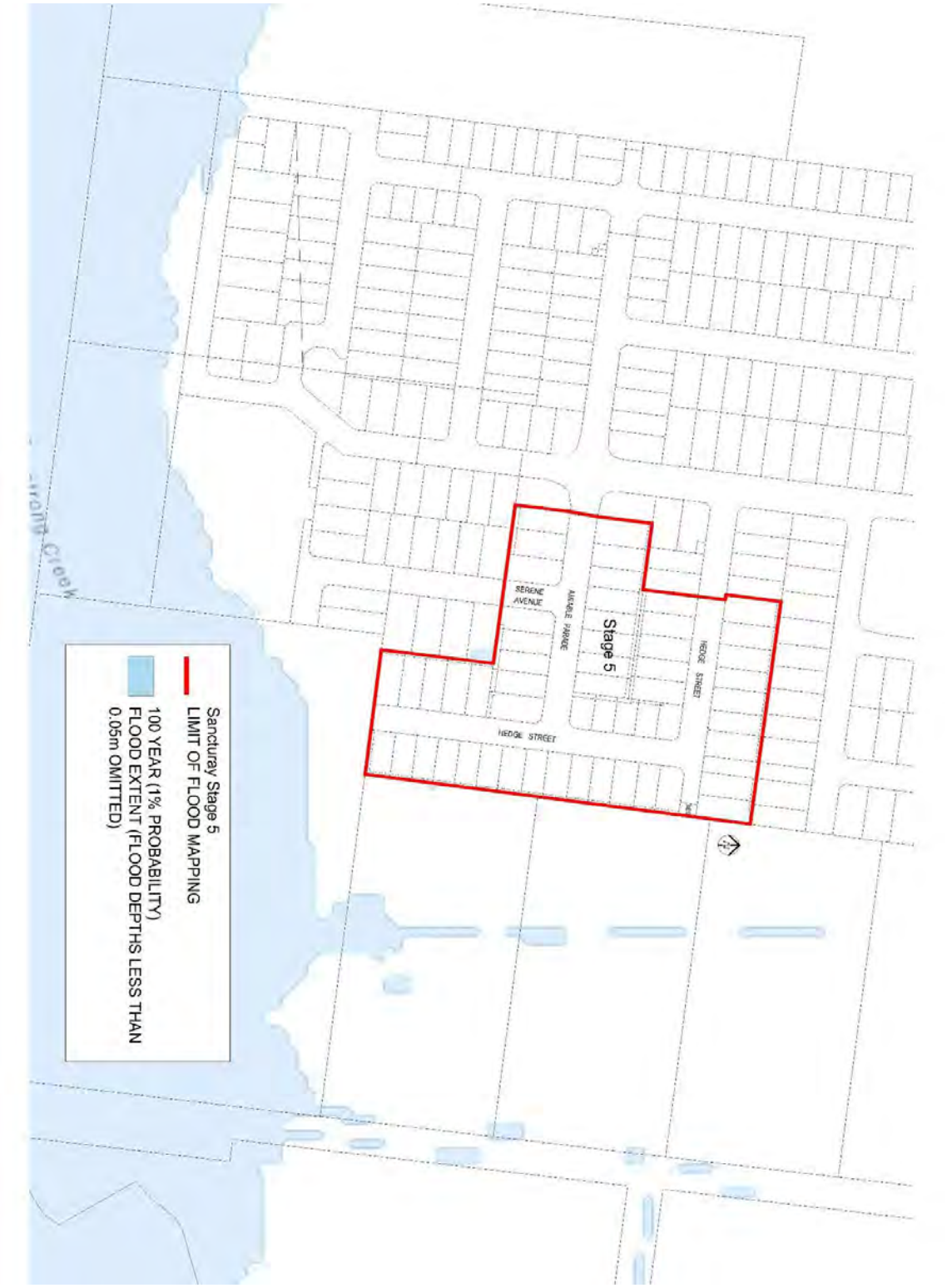
Attachment 2

CURRENT FLOOD MAP



Attachment 3

REVISED FLOOD MAP



URGENT BUSINESS – Cr Kontelj

Note: Introduction of Urgent Business requires two-thirds majority of Councillors present.

Cr Kontelj proposes to raise the following item as Urgent Business:

Cr Kontelj moved, Cr Sullivan seconded -

That Council considers as Urgent Business a motion concerning Parking in Central Geelong.

Carried.

12 MONTH FLEXIBLE ON-STREET PARKING TRIAL AND INTRODUCTION OF SMART PARKING TECHNOLOGY

Background

1. The Geelong CBD is in a period of transition. In order to create a thriving and sustainable economy, a vibrant culture and to become a destination that attracts local, national and international visitors, it is imperative that Council explore and trial initiatives which have the potential to stimulate, activate and revitalise Geelong, whilst also support and promote local business, markets and products and improve social connections in our community.

2. The Geelong community have long been requesting equitable and flexible parking solutions for our CBD. Currently, the Geelong CBD is the only area of Geelong which demands parking fee payments for on-street parking.

3. The recent Central Geelong Car Parking Discussion Paper (survey) did not specifically seek feedback from the community regarding their wants, views and opinions as to whether the Geelong CBD should have areas of free on-street parking. As such this question will not be answered through this survey.

4. There is an opportunity to trial a 'First 30-minutes Free' in all 2P on-street parking zones in the Geelong CBD. The trial is proposed to provide people parking in the Geelong CBD with their first 30-minutes free, and will run from 1 December 2019 until 30 November 2020. Information collected from the trial can be used to inform Council's future car parking strategy and guide future parking decisions and initiatives for the Geelong CBD. The trial requires a budget allocation for estimated foregone on-street parking revenue and an investment in smart parking technology.

5. Utilising smart parking technology as an enabler during the parking trial will have the potential to introduce efficiencies and effectiveness into Council operations and provide evidence-based parking data. This will allow Council to identify parking challenges and opportunities and will make accurate information available to influence and inform the Central Geelong Car Parking Strategy and guide future parking decisions and initiatives. Implementation of any smart parking technology should include configuration and set up of parking meters, implementing all required changes and marketing, promoting and educating community on the parking trial.

6. Two other matters relevant to parking in the Geelong CBD are:

6.1 On the 8 April 2014 Council adopted a '15-minute grace period' which enables parkers to get back to their vehicle before parking time limits are enforced. This has generally been well received. There is still a need, however, to continue to promote this initiative and explain its intention and how it is applied.

6.2 The City also supports the Returned Service Personnel Parking Permit which is a permit that waives any fees associated with parking in Central Geelong for those who have served Australia in active military service.

Cr Kontelj moved, Cr Nelson seconded -

That Council:

7.1 Adopt a 12-month parking trial as follows:

7.1.1 Offer a once-off 'First 30-minutes Free' in all 2P on-street parking zones in the CBD;

7.1.2 To be conducted over two subsequent financial years: 2019/2020 and 2020/2021; and

7.1.3 To commence 1 December 2019 and conclude 30 November 2020;

7.2 In the 2019/20 budget:

7.2.1 Create a provision of up to $1,117,000 in the 2019/2020 budget for estimated foregone on-street parking revenue;

7.2.2 Allocate $500,000 in the 2019/2020 budget to acquire and implement new Smart Parking Technology such as 'pay by phone app';

7.3 Refer to the 2020/2021 budget for consideration a provision of up to $798,000 for estimated foregone on-street parking revenue;

7.4 Should provision not be made in the 2020/2021 budget as in 7.3 above, the parking trial is to cease on the 30 June 2020;

7.5 Request the CEO:

7.5.1 Consider introducing number plate recognition parking technology;

7.5.2 Establish measures that will provide Council quantitative data directly related to 'before and after' impacts of the parking trial;

7.5.3 Report to Council by 30 November 2020 on the impacts of the 12-month parking trial and the impacts on the outcomes of the Central Geelong Car Parking Discussion Paper, including any recommendations for measures which may have the potential to offset the estimated forgone revenue from the 30 minutes Free on-street parking initiative;

7.5.4 Reinforce and promote proper intended application of the 15-minute grace period after parking expiry time, which was adopted by Council on the 8 April 2014; and

7.5.5 Reinforce and promote current Returned Service Personnel Parking Permit.

Carried.

Cr Murrihy moved, Cr Sullivan seconded –

That debate continue beyond 10.00pm as per 3.31.2 of the Council Meetings Procedure Local Law.

Carried.

Debate resumed.

Division Requested:
For: Crs Aitken, Grzybek, Kontelj, Nelson, Asher, Sullivan
Against: Crs Murrihy, Murnane, Mason, Harwood, Mansfield

CLOSE OF MEETING

As there was no further business the meeting closed at 10.07pm. Tuesday, 9 April 2019.

Signed: _____
Cr Bruce Harwood (Mayor)

Date of Confirmation: _____.