

Borough of Queenscliffe

Ordinary Meeting of Council

Agenda

Wednesday 23 August 2023 at 7:00PM

Queenscliff Town Hall



Borough of Queenscliffe
Queenscliff & Point Lonsdale, Victoria, Australia



Community Vision

The Borough is a special and restorative place, renowned for its distinctive coast, rich living heritage and vibrant culture. Our community is caring, and welcoming to visitors. We have a deep respect for the Wadawurrung People and are taking action to protect Country.

Our Values

1. **Integrity:** We take ownership and responsibility for our decisions and are accountable for all that we do.
2. **Respect:** We treat everyone with dignity, fairness and empathy, look out for the safety and wellbeing of others, and nurture positive and inclusive relationships.
3. **Community Focus:** We always work with our community's experience in mind and take pride in supporting our community.
4. **Sustainability:** We place climate change risks at the core of our decision-making, and take extensive action to protect our natural environment.
5. **Openness:** We actively engage with our community and are transparent in our decision-making.

Acknowledgement of Country

Bellawiyn is the Wadawurrung name for the lands where the Borough of Queenscliffe is located.

Council acknowledges the Traditional Owners of these lands, waters and skies, the Wadawurrung People.

We acknowledge and respect their continuing connections to their lands, waters, skies, culture and the contribution they make to the life and spirit of our community.

We pay respect to their past and present Elders and extend this respect to all Aboriginal and Torres Strait Islander peoples.



Distribution List

Councillors

Cr Isabelle Tolhurst, Mayor
Cr Ross Ebbels, Deputy Mayor
Cr Donnie Grigau
Cr Michael Grout
Cr Robert Minty

Officers

Martin Gill, Chief Executive Officer
Tim Crawford, Manager Planning & Community Safety
Stuart Hansen, Manager Infrastructure & Environment
Gihan Kohobange, Manager Finance & Corporate Services
Abbey Tatterson, Community Management Team
Carly Douglas, Community Management Team
Steve Ward, Community Management Team
Makenna Bryon, Communications Coordinator
Jenni Walker, HR & Governance Coordinator

Public Attendance

Under section 66 of the *Local Government Act 2020*, Council Meetings are open to the public unless specified circumstances apply. Members of the public can also view proceedings remotely by watching the live stream available at [Council's YouTube channel](#).

Governance Rules

The Borough of Queenscliffe Governance Rules define the procedure for which Council Meetings are operated. The Rules can be read in full at [Council's website](#). In accordance with the Rules, the information contained within this Agenda is for the confidential and privileged use of Councillors until at least 48 hours prior to this meeting.

PLEASE NOTE THAT THE MATERIAL CONTAINED WITHIN THIS AGENDA DOES NOT NECESSARILY REFLECT THE VIEWS OF COUNCIL.



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1. Opening of Meeting

Council acknowledges the Traditional Owners of these lands, waters and skies, the Wadawurrung People. We acknowledge and respect their continuing connections to their Lands, Waters, Skies, Culture and the contribution they make to the life and spirit of our community. We pay respect to their past and present Elders, and extend this respect to all Aboriginal and Torres Strait Islander peoples.

2. Present & Apologies

Nil.

3. Pecuniary Interest & Conflict of Interest Disclosures

Councillors must disclose a conflict of interest in accordance with section 130 of the *Local Government Act 2020*.

Councillors:

4. Leave of Absence of Councillor

Nil.

5. Public Question Time

5.1. Public Question Status Update

No public questions are outstanding.



5.2. Public Questions

In accordance with Council's Public Question Time [Guidelines](#), questions must be written and received by the Chief Executive Officer prior to 3.00pm on the day of the Ordinary Council Meeting. Questions received after this time will be treated as correspondence and a written response provided consistent with [Council's Customer Service Charter](#).

Questions can be lodged online via [Council's website](#), via email, via post or in person by completing a Public Question Time Form.

6. Confirmation of Minutes of Previous Meetings

6.1. Ordinary Council Meeting held on 26 July 2023

A copy of the minutes from the Ordinary Council Meeting held on 26 July 2023 was distributed to Councillors under separate cover.

There was an error in the minutes at item 16.1 Councillor Portfolio & Committee Appointments. The minutes should be updated to reflect the following at Item 16.1 (d) Crs Tolhurst, Ebbels and Grout remain as the representatives on the CEO Employment and Remuneration Advisory Committee.

RECOMMENDATION

That the minutes of the Ordinary Council Meeting held on 26 July 2023, as amended, be confirmed as an accurate record.

6.2. Ordinary Council Meeting held on 26 July 2023 Confidential Minutes

A copy of the previous confidential minutes from the Ordinary Meeting of Council held on 26 July 2023, was distributed to Councillors under separate cover.



RECOMMENDATION

That the confidential minutes of the Ordinary Meeting of Council held on 26 July 2023, as distributed, be confirmed as an accurate record.

7. Record of Informal Meetings of Councillors

A Record of Informal Meetings of Councillors is included at adjunct to item 7.

- 26 July 2023 – Councillor Assembly Briefing
- 26 July 2023 – CEO & Councillors Meeting
- 2 August 2023 – CEO & Councillors Meeting
- 2 August 2023 – Councillor Assembly Briefing
- 9 August 2023 - CEO & Councillors Meeting
- 9 August 2023 – Councillor Assembly Briefing
- 16 August 2023 – Climate Emergency Response Plan Review Briefing
- 16 August 2023 - CEO & Councillor Meeting
- 16 August 2023 – Councillor Assembly Briefing

RECOMMENDATION

That the Record of Informal Meetings of Councillors, as presented in Adjunct to item 7, be noted.

8. Notice of Motion

8.1. Notice of Motion Status Update

No Notices of Motion are outstanding.



8.2. Motion on Notice

No Notices of Motion were received.

9. Petitions and Joint Letters

In accordance with the Borough of Queenscliffe Governance Rules, a petition or joint letter presented to the Council must lay on the table until the next ordinary meeting of the Council and no motion, other than to receive the petition or joint letter may be accepted by the Chairperson, unless the Council agrees to deal with it earlier.

None received.



10. Functions Attended

Council was represented at the following meetings and functions between 20 July and 16 August 2023.

Date	Meeting or Function
21 July 2023	Red Cross Queenscliff July fundraising lunch (Cr Tolhurst)
24 July 2023	Point Lonsdale Lighthouse Reserve Stage 2 – Project Control Group meeting (Cr Tolhurst & Cr Grout)
25 July 2023	Tourism Greater Geelong and The Bellarine Partners Lunch (Cr Ebbels)
25 July 2023	Meeting with the Queenscliff Primary School Principal (Cr Tolhurst)
25 July 2023	Live Experience Disability Working Group Meeting (CEO, Cr Tolhurst)
27 July 2023	Southeast Bellarine Hydrology Steering Group Meeting via videoconference (CEO)
27 July 2023	Municipal Association of Victoria CEO Forum with Commissioner for LGBTIQ+ Communities, Todd Fernando via videoconference (CEO)
28 July 2023	G21 Stakeholder Forum (CEO, Cr Tolhurst & Cr Ebbels)
1 August 2023	CEO Forum – Rainbow Ready Roadmap & Inclusive Communities via videoconference (CEO)
1 August 2023	Respect 2040 Partnership Advisory Group Meeting via videoconference (CEO)
1 August 2023	Community Grant presentation even (Crs Tolhurst and Ebbels)
2 August 2023	Lived Experience Disability Reference Group (CEO, Cr Tolhurst)
3 August 2023	Geelong Heritage Centre Collection Advisory Committee meeting (Cr Ebbels)
3 August 2023	Municipal Association of Victoria Good Governance Seminar: Integrity agencies via videoconference (CEO)
4 August 2023	Queenscliff Film Festival Opening Night of the 2023 Festival (Cr Tolhurst)
9 August 2023	Meeting with Wadawurrung Traditional Owners Aboriginal Corporation (CEO)
9 August 2023	G21 Mayors meeting (Cr Tolhurst)
10 August 2023	Meeting with the Pt Lonsdale Basketball Association (CEO)



10 August 2023	The Department of Energy, Environment and Climate Action and the Municipal Association of Victoria: Victoria's Bushfire Management Strategy via videoconference (CEO)
10 August 2023	MAV Renewables Round table meeting (Cr Tolhurst)
10 August 2023	Women In Local Democracy Geelong: Meet the Women Leaders Forum (Cr Tolhurst)
10 August 2023	Geelong Regional Library Corporation CEO Review meeting (Cr Ebbels)
11 August 2023	G21 Board Meeting (CEO & Cr Tolhurst)
13 August 2023	Community Conversation on The Voice to Parliament (CEO, Crs Tolhurst, Ebbels, Grigau & Minty)
14 August 2023	Bellarine Tourist Railway Strategic Infrastructure Project Stage 2 Official Opening event (CEO & Cr Tolhurst)
14 August 2023	Tourism Greater Geelong and The Bellarine Board Meeting (Cr Ebbels)
15 August 2023	Coastal and Marine Management Plan Councillor briefing session via videoconference (Cr Ebbels & Cr Grout)

RECOMMENDATION

That the Functions Attended report be received.



11. Chief Executive Officer

11.1. Chief Executive Officer Report for August 2023

Purpose

The purpose of this report is to provide Council an update on current projects and operational activities not reported through the quarterly reporting process.

Executive Summary

G21 Annual Regional Forum

On Friday 28 July 2023, the CEO attended the G21 Annual Regional Forum with the Mayor and Cr Ebbels. The forum was held in Torquay. Ali Moore hosted the forum and the 250 attendees heard from the Deputy Premier, the Hon. Jacinta Allan, as well as Dr Allison Stewart from Infrastructure Victoria among others.

There was a key focus on regional investment following the cancellation of the Commonwealth Games, and examples of local innovation and leadership, including a presentation on the Regional Renewable Organics Network (RRON) which Council partners.

We also heard about progress on the review and update of the Geelong Region Plan 2050. The initial consultation with G21 Pillars has resulted in the selection of six (6) themes to guide discussion through the update process:

- Strong sustainable economy;
- Healthy Country;
- Integrated, connected transport;
- Density done well;
- Homes for all; and
- Everyone able to thrive.

If you would like to get involved in the project you can provide your input at:

[Shape the Geelong Region \(consider.it\)](https://www.geelongregion.vic.gov.au/shape-the-geelong-region-consider-it)



The highlight of the forum for many was the launch of the G21 First Nations Voice Statement Pillar. Several representatives from the G21 First Nations Pillar spoke, including Marsha Uppill, Adnyamathanha Woman, and Corrina Eccles, Wadawurrung Woman, Cultural Strengthening General Manager, Wadawurrung Traditional Owners Aboriginal Corporation.

The statement can be found here [G21 First Nations Voice Statement - G21](#)

The G21 Regional Forum program is provided at attachment 11.1.1

Respect 2040 – G21 Partnership Advisory Committee

The CEO meet with the Respect 2040 – G21 Partnership Advisory Committee partnership on Tuesday 1 August 2023. The group is led by Women's Health & Wellbeing Barwon South West. The group discussed and reviewed current activities and initiatives related to the Respect 2040 project. They reviewed and endorsed a proposal for a region wide strategy for the primary prevention of violence against women.

They also considered the proposal to merge the two sub-regions of Barwon South West (G21 & Great Southern Coast) to create a region-wide strategy. There was support within the G21 Committee to pursue the partnership. There was also agreement that Women's Health and Wellbeing Barwon South West would remain the lead agency in the new partnership.

Promote and implement Respect 2040 is an action in the Borough of Queenscliffe Council Plan 2021–2025.

Asbestos Removal works at the Maritime Museum precinct

The commercial building known as the Fishermen's Co-op sits within the Maritime Museum precinct on the corner of Beach and Wharf Street, Queenscliff.

The Victorian Asbestos Eradication Authority (VAEA) identified the building through Council's asbestos register and listed it as a priority under its State Asbestos Eradication program.



Council undertook a public tender process and at last month's Council meeting the asbestos removal contract was awarded to Kennedys Group Services Pty Ltd. The scope of works includes the following:

- Removal of asbestos containing materials;
- Replacement with suitable materials;
- Structural integrity works to the existing building to permit asbestos removal process; and
- Basic building services/utility improvements to enable occupancy of the building following the asbestos removal.

The asbestos removal works are being funded by the Victorian Asbestos Eradication Authority are expected to be completed by the end of the year.

The Maritime Museum will remain open, however, the adjacent footpaths will be closed and some minor traffic management involving narrowing a traffic lane in Beach Street will be required for the duration of the works.

Distinctive Areas & Landscapes

On Thursday 10 August 2023, the Minister for Planning, Sonya Kilkenny, gazetted the final Statement of Planning Policy (SPP) for the area of the Bellarine Peninsula that had previously been declared a 'distinctive area and landscape' in accordance with the provisions of the *Planning and Environment Act 1987*.

The policy details a 50-year vision for the protection of the identified values of the declared area including Aboriginal cultural heritage, the natural environment, state and regionally significant landscapes, heritage, tourism, agriculture, and natural resources. The policy also seeks to address key risks to the protection of these values. The policy locks in settlement boundaries for townships in the declared area to protect the Peninsula for future generations.

The Statement of Planning Policy will ensure the Bellarine Peninsula achieves a more sustainable and resilient future by encouraging investment in recycled water infrastructure, soil quality management and other emerging technologies.



The Minister for Planning must now prepare and approve an amendment to incorporate the SPP into the Queenscliffe Planning Scheme and the Greater Geelong Planning Scheme.

Councils, and other responsible public entities, are required to consider the SPP when preparing strategic plans or making decisions in a declared area, in accordance with section 7(1) of the *Local Government Act 2020* and sections 46AZK and 46AZKL of the *Planning and Environment Act 1987*.

Council officers are working with Department of Planning officers to keep updated on the process of implementation.

A copy of the Gazette notice is provided at attachment 11.1.2 and the map in the Gazette notice in attachment 11.1.3.

RECOMMENDATION

That Council receives the Chief Executive Officer Report for August 2023.



12. Health & Wellbeing

12.1.	Active Transport Strategy 2023-2031
Author:	Manager Infrastructure & Environment
Portfolio:	Heritage, Planning & Infrastructure
Councillor:	Cr Grout

Purpose

The purpose of this report is to present the updated Active Transport Strategy for adoption by Council following the community engagement period.

Executive Summary

Portfolio 4: Heritage, planning and infrastructure

Strategic Objective: To protect our distinctive coastal, cultural and built environment, and provide sustainable, suitable infrastructure

Priority 6: Facilitate walking, cycling and active transport

Active Transport is anything that gets people moving while travelling from one destination to another. This includes walking, riding, and other non-motorised forms of mobility such as skating, rollerblading or scooting. It also includes non-motorised wheelchairs.

The Active Transport Strategy (ATS) sets out the strategies, actions, and initiatives that should be implemented over the next 10 years to achieve the overarching vision which was developed with the community in early stages of consultation:

"A connected Borough, where walking, riding and wheeling are safe and enjoyable ways of moving to, from and around the Borough regardless of age or ability."

RECOMMENDATION

That Council adopts the Active Transport Strategy 2023-2031 as presented.



REPORT

Background

The draft ATS was developed through a comprehensive community engagement process. In addition to community and stakeholder engagement activities, analysis was undertaken on the existing pathway and cycling networks to locate existing gaps in the network.

It was endorsed by Council on 22 February 2023 and placed on public exhibition in April for a period of 28 days. The response during the exhibition period was lively, and Council received 168 individual responses on the document, and a petition containing 2,179 signatories.

A number of key themes were identified following the public engagement period, and a number of changes have been made to the proposed ATS.

Discussion

The dominant theme identified throughout the consultation period was the proposal to implement 30km/h speed limits within the Borough. 79% of respondents, plus the change.org petition, objected to Strategy 5.1 – Make the Borough of Queenscliffe the first 30km/h municipality in Australia.

Conversely, 13% of respondents were supportive of speed reductions in some form, and 8% were wholly supportive of Strategy 5.1.

Council officers have recommended the removal of Strategy 5.1 and any further references to making the Borough the first 30km/h municipality in Australia. However, we must still acknowledge the need to improve safety for vulnerable road users (including pedestrians, cyclists, wheelchair-users, and others) when forced to share the road with vehicles. This will be addressed through a number of objectives and design principles that have been retained in the ATS, including the following:

- Completing the pathway network
- Finishing the missing links in the rail trail
- Advocating for the expansion of the Strategic Cycling Corridor
- Implementing on-road cycling lanes and infrastructure
- Implementing separated and protected bicycle lanes where possible
- Improving pedestrian priority at key crossings and intersections



- Improving pedestrian pathways, crossings, and kerbs in line with DDA compliance
- Improving maintenance of vegetation on key pathways and active transport routes
- Investigating opportunities to improve lighting in high activity areas
- Auditing safety and capacity of all shared paths
- Adhering to design principles as outlined in Section 7. Design principle 3.5 specifically addresses traffic speeds, stating “where paths cannot be provided within verges, the traffic road environment should aim for speeds of 30km/h or lower and very low volumes of traffic”.

Other Strategies that have been removed include the following:

- Strategy 2.4: Create a Community Reference Group for Active Transport, and
- Strategy 5.2: Ensure the availability of Council officer resources to deliver the actions, strategies, and projects from the Active Transport Strategy.

The remainder of the amendments do not significantly alter the objectives, strategies, or principles of the original draft ATS and have been made to improve clarity.

Options

1. That Council adopts the Active Transport Strategy as presented.
2. That Council requests further changes to the Active Transport Strategy.
3. That Council chooses not to adopt the Active Transport Strategy.

Communications and Engagement

Community Engagement

The purpose of this report is to inform the community regarding this proposal. Extensive community consultation has already been undertaken and is summarised below.

A range of community engagement activities were undertaken in early 2022 to help inform the direction of the ATS. An online community engagement platform called Crowdspot was used to identify active transport issues, constraints, and ideas. This had input from approximately 500 unique users.



A community webinar was held on February 3, 2022, and a range of additional submissions were received and incorporated into development of the ATS including emails, letters, and surveys.

To ensure the outcomes of the ATS aligned with other transport agencies and authorities, a range of workshops and discussions were held with key stakeholders, including the Department of Transport, City of Greater Geelong, Victoria Police, Bellarine Community Health, and local schools.

At the conclusion of this engagement, Ratio Consultants finalised a draft of the ATS. This was endorsed by Council on 22 February 2023 and resolved to be placed on public exhibition for a period of 28 days.

During the public exhibition period, 168 individuals provided a submission, and a change.org petition was received with 2,179 signatures that directly objected to the Strategy to implement 30km/h speed limits at select locations within the Borough of Queenscliffe.

All feedback was reviewed, and a number of key themes were identified from this community consultation period. Council officers, in conjunction with Ratio Consultants and with input from Councillors, have amended the ATS based on these key themes.

Collaboration

There are no collaboration requirements associated with this report.

Governance Context

Relevant Law

Not applicable.

Charter of Human Rights

This report has had consideration to, and complies with, the *Charter of Human Rights and Responsibilities Act 2006*.



Gender Equality Act 2020

The *Gender Equality Act 2020* requires a Gender Impact Assessment to be undertaken when the Council develops or reviews any Council policy, program or service that has a direct and significant impact on the public.

Has a Gender Impact Assessment been undertaken in respect of the matters in this Council Report?

No; while the ATS has a direct impact on the public, it considers the accessibility of active transport for all ages, abilities, and genders at a high strategic level only. New and upgraded assets resulting from the ATS will be subject to individual Gender Impact Assessments as required, which consider the impact of each new asset specifically.

Regional, State and National Plans and Policies

Victoria Cycling Strategy 2018-2028

Victorian Road Safety Strategy 2021-2030

Movement & Place Framework 2019

Legal and Risk Implications

There are no legal or risk implications associated with this report.

Related Documents

Annual Plan 2022–2023

Climate Emergency Response Plan 2021–2025

Community Vision 2021–2031

Council Plan 2021–2025

Disclosure of Interest

No officer involved in the preparation of this report has any conflicts of interest.

Considerations

Environmental Sustainability

Objective 4 within the ATS is dedicated to designing for and protecting the natural environment. It states that the movement of people and supporting infrastructure



will be respectful of the natural environment, and outlines the following four strategies to help achieve this in the context of active transport:

- Encourage recycled and environmentally friendly materials in new active transport infrastructure.
- Audit existing or implement new facilities to encourage active transport uptake in Council workplaces.
- Update / create policy regarding vegetation and path maintenance on key routes and within the active transport network.
- Utilise solar energy to power new active transport infrastructure.

Financial and Resource Implications

The ATS identifies priority active transport projects. These projects include new and upgrade pathways, infrastructure improvements, and other investigation and design projects. The aggregated cost of these projects is estimated at approximately \$2 million.

Adoption of the ATS does not commit any budget expenditure. The Strategy instead will be used to guide priority when seeking external grant funding for projects. Council may also give budget consideration and commitment for proposed active transport priorities through the annual budget process.

Innovation and Continuous Improvement

A number of objectives and strategies documented within the ATS incorporate innovative solutions. Examples include investigation of tactical urbanism, utilisation of solar-powered infrastructure, use of recycled and environmentally friendly materials, and others.

Implementation

Operational Impacts

This project will be delivered with existing operational resources.

Implementation Process

This project will be delivered by existing staff and resources. Council officers will review the ATS annually and incorporate specific actions into the Annual Plan and Annual budget as required.



Attachments

1. Active Transport Strategy 2023-2031 - Final [**12.1.1** - 80 pages]



13. Environment

13.1.	Review of Victoria Park Policy CP054
Author:	Vegetation & Foreshore Officer
Portfolio:	Environment
Councillor:	Cr Tolhurst

Purpose

The purpose of this report is to present the revised CP054 Victoria Park policy for adoption by Council.

Executive Summary

Portfolio 2: Environment

Strategic Objective: *To protect our environment and address climate change issues*

Priority 1: *Align Council policies and plans with the Wadawurrung Healthy Country Plan*

Priority 5: *Regenerate and revegetate open spaces with indigenous plants and increase tree canopy coverage*

Portfolio 3: Local economy

Strategic Objective: *To support a prosperous and diverse local economy*

Priority 2: *Improve the management of Council-operated tourists parks for the benefit of the whole community*

Portfolio 4: Heritage, planning and infrastructure

Strategic Objective: *To protect our distinctive coastal, cultural and built environment, and provide sustainable, suitable infrastructure*

Priority 5: *Maintain and improve community infrastructure within the Borough*

The CP054 Victoria Park Policy defines the areas designated for camping and vegetation reserve, camping times and aims to protect the environmental values and enhance the amenities of Victoria Park.



RECOMMENDATION

That Council adopts the revised CP054 Victoria Park Policy as presented.



REPORT

Background

This report was tabled for the July 2023 Ordinary Meeting but was deferred by Council to August 2023 Ordinary Meeting.

At its Ordinary Council Meeting in March 2022, Council resolved to direct Council officers to cease the post 29 October 2021 storm tree management program taking place in Victoria Park and to fence off areas.

In late May 2022, WorkSafe inspected the site and determined the vegetation in Victoria Park continued to pose an unacceptable risk to public safety and issued Council with a formal provisional improvement notice (PIN) that required Council to take remedial action to reduce the risk rating for trees in Victoria Park to low risk.

The work to meet the WorkSafe PIN directions commenced in June 2022.

At its Ordinary Meeting in June, as part of the 2022–23 budget, Council resolved to allocate \$40,000 for the development of a tree management and planting schedule (including purchase and planting of trees) at Victoria Park.

Due to the works and Worksafe directions, the development of the CP054 Victoria Park policy was undertaken to designate the restricted areas for camping, vegetation reserve and closure times of the area. Council adopted the policy on 24 July 2022.

The Victoria Park Planting schedule was placed on public exhibition in January 2023 and was also discussed at Council assemblies in March and May 2023. During the public exhibition the community expressed a preference for the vegetation reserve area to have public access, to include open space areas with park furniture and to maintain the vegetation reserve as an informal park. It was identified in response, that the current Victoria Park Policy needs to be revised to accommodate the community feedback.

Following the July 2023 Ordinary Meeting Council met with representatives from the Friends of Victoria Park. Some further changes were made to the draft policy in response to concerns raised by the Friends of Victoria Park.



Discussion

The revised policy seeks to articulate the intent of:

- restoring and enhancing the environmental attributes of Victoria Park through revegetation, and planned, sensitive vegetation management practices; and
- a reduction in the overall intensity of camping in Victoria Park.

Key changes to the policy required to accommodate the community feedback include the removal of:

- Park Management section f. *There will be no public access to Vegetation Reserves, and*
- Environmental Management section a. *Council will prepare a Revegetation Plan within 3 months from the date of this policy.*

Another key change required to accommodate the community feedback is the amendment of the following section in the policy:

- Park Management section c. *Low impact camping, being camping with a tent, caravan or recreational vehicle with a maximum open length of 6.5 metres, will be allowed in Restricted Camping areas:*
 - i. During the Queenscliff Music Festival*
 - ii. For five weeks from 26 December until 31 January*

It is recommended that this section of the policy is revised to read as follows:

- c. Low impact camping (being camping with a tent, caravan or recreational vehicle with a maximum open length of 6.5 metres) will be permitted in the Restricted Camping areas from 1 December to 31 January, and any additional days to cover the duration of both the Queenscliff Music Festival and the Queenscliff Rod Run.*

The recommended wording extends the availability of the restricted camping areas to include the Queenscliff Rod Run event.

This would allow additional sites within Victoria Park's low impact camping area (Victoria Park Plan Appendix 1-green area) to be open for additional events such as the Queenscliff Hot Rod Show.



The minor amendments to the CP054 Victoria Park Policy will allow the development of a planting schedule that reflects feedback received from the community.

Options

1. Adopt the revised CP054 Victoria Park Policy as presented.
2. Request further changes to the CP054 Victoria Park Policy.
3. Choose not to adopt the CP054 Victoria Park Policy.

Communications and Engagement

Community Engagement

The purpose of this report is to inform the community regarding this proposal.

Collaboration

There are no collaboration requirements associated with this report.

Governance Context

Relevant Law

Not applicable.

Charter of Human Rights

This report has had consideration to, and complies with the *Charter of Human Rights and Responsibilities Act 2006*.

Gender Equality Act 2020

The *Gender Equality Act 2020* requires a Gender Impact Assessment to be undertaken when Council develops or reviews any Council policy, program or service that has a direct and significant impact on the public.

Has a Gender Impact Assessment been undertaken in respect of the matters in this Council Report?

No; while the review of CP054 Victoria Park Policy has a direct impact on the public it is not considered sufficiently significant to require a Gender Impact Assessment.

Legal and Risk Implications

Not Applicable.



Related Documents

CP054 Victoria Park

Disclosure of Interest

No officer involved in the preparation of this report has any conflicts of interest.

Considerations

Environmental Sustainability

Improving the biodiversity and increasing canopy cover of the Victoria Park vegetation reserve.

Financial and resource implications

There are no financial or recourse implications associated with this report.

Innovation and Continuous Improvement

Not Applicable

Implementation

Operational Impacts

There are no operational impacts associated with this report.

Implementation Process

This project will be delivered by existing staff and resources.

Attachments

1. CP054 Victoria Park Policy - Final [**13.1.1** - 3 pages]
2. CP054 Victoria Park Plan Appendix 1 [**13.1.2** - 1 page]
3. CP054 Victoria Park Policy with track changes [**13.1.3** - 4 pages]



13.2.	Victoria Park Planting Schedule
Co-Authors:	Manager Infrastructure & Environment Vegetation & Foreshore Officer
Portfolio: Councillor:	Environment Cr Tolhurst

Purpose

The purpose of this report is to present the final Victoria Park planting schedule 2022–2025 for adoption by Council.

Executive Summary

Portfolio 2: Environment

Strategic Objective: To protect our environment and address climate change issues

Priority 1: Align Council policies and plans with the Wadawurrung Healthy Country Plan

Priority 2: Respond to the impacts of climate change and reduce carbon emissions through the Climate Emergency Response Plan

Priority 3: Protect our coastal and public areas including their ecosystems and biodiversity

Priority 5: Regenerate and revegetate open spaces with indigenous plants and increase tree canopy coverage

The Victoria Park planting schedule 2022–2025 was developed in conjunction with the CP054 Victoria Park Policy to revegetate the designated Council areas of the vegetation reserve.

RECOMMENDATION

That Council adopts the Victoria Park planting schedule 2022–2025 as presented.



REPORT

Background

This report was tabled for the July 2023 Ordinary Meeting but was deferred by Council to August 2023 Ordinary Meeting. The report remains unchanged.

Council adopted the CP054 Victoria Park policy in July 2022 and a draft planting schedule was developed in accordance with that policy. The draft planting schedule was presented for community consultation and now has been reviewed to incorporate the community feedback received.

The community preferences in the feedback, that the vegetation reserve be open to the public, that unvegetated open space remain and the installation of park furniture, was not reflected in the CP054 Victoria Park Policy. The policy will need to be reviewed with consideration to the feedback received during the Victoria Park Planting Schedule community consultation to facilitate the adoption of an amended planting schedule. Consideration of the policy review is also contained within this agenda of the July 2023 Ordinary meeting of Council.

The proposed alterations to the planting schedule are:

No new pathways in the revegetation areas

Opposition to the new pathway was featured in the submissions and will not be included.

Some open grassed areas to remain

Request to include open grassed/passive recreation space in the revegetation area.

Park furniture to be included

Park furniture will be installed in the revegetation area in the safest and most suitable locations.

Allow public access

Pedestrian gates and the vehicle gates are unlocked. The CP054 Policy will need to be updated to incorporate public access to the revegetation area.



Discussion

The Victoria Park Planting schedule has been revised to incorporate the changes which reflect community feedback. The plantings will remain in line with a 'broad' characteristic of a Moonah woodland.

Planting works originally scheduled in 2023 have been delayed due to the community consultation and approval process. Subject to the adoption of the planting schedule, spraying areas ready for mulching will begin this year in preparation for planting in 2024. Park furniture will be added in suitable and safe locations in the coming months.

Signage developed in conjunction with Friends of Victoria Park will be installed at agreed locations this year.

CP054 Victoria Park policy requires review prior consideration of adoption of the planting schedule. It is intended that Council considers the Victoria Park policy amendments prior to the consideration of the planting schedule at the July 2023 Ordinary Meeting of Council.

Options

1. To adopt the Victoria Park planting schedule 2022–2025 as presented.
2. Request further changes to the Victoria Park planting schedule 2022–2025.
3. Choose not to adopt the Victoria Park planting schedule 2022–2025.

Communications and Engagement

Community Engagement

The purpose of this report is to inform the community regarding this proposal. The Borough of Queenscliffe and its stakeholders play a vital role in protecting and improving environment within the municipal area.

The Victoria Park planting schedule was subject to community consultation.

Collaboration

There are no collaboration requirements associated with this report.



Governance Context

Relevant Law

Not applicable.

Charter of Human Rights

This report has had consideration of, and complies with, the *Charter of Human Rights and Responsibilities Act 2006*.

Gender Equality Act 2020

The *Gender Equality Act 2020* requires a Gender Impact Assessment to be undertaken when Council develops or reviews any Council policy, program or service that has a direct and significant impact on the public.

Has a Gender Impact Assessment been undertaken in respect of the matters in this Council Report?

No; while the proposed Victoria Park planting schedule 2022–2025 has a direct impact on the public it is not considered sufficiently significant to require a Gender Impact Assessment.

Regional, State and National Plans and Policies

Not applicable.

Legal and Risk Implications

Not applicable.

Related Documents

Annual Plan 2022–2023

CP054 Victoria Park

Disclosure of Interest

No officer involved in the preparation of this report has any conflicts of interest.

Considerations



Environmental Sustainability

Improving the biodiversity and increasing canopy cover of the Victoria Park vegetation reserve.

Financial and resource implications

There are no financial or recourse implications associated with this report.

Innovation and Continuous Improvement

CP054 Victoria Park, like all Council policies, is regularly reviewed with a view to continuous improvement.

Implementation

Operational Impacts

This project will be delivered within existing operational resources.

Implementation Process

This project will be delivered by existing staff and resources.

Attachments

1. Victoria Park planting schedule [**13.2.1** - 13 pages]



14. Local Economy

No reports to consider.



15. Heritage, Planning & Infrastructure

15.1.	Planning Permit Activity Report
Author:	Senior Planner
Portfolio:	Heritage, Planning & Infrastructure Cr Grout

Purpose

The following table provides a summary of the planning permit activity during the last month.

Executive Summary

The following table provides a summary of the planning permit activity from the last report published at the close of business on 14 August 2023.

CATEGORY	TALLY
Current applications	17
Applications finalised since last report	7
New applications received since last report	10
Total number of active permit applications	26
VCAT matters yet to be determined	2
Development Plan & Planning Scheme Amendment Summary Report	3

RECOMMENDATION

That the Planning Permit Activity Report be received.



a. Current Applications

App. No	Date Received	Address	Proposal	No. of objections	Status
PA2021-048	27/05/2021	200-204 Point Lonsdale Road Point Lonsdale	Buildings and works associated with the construction of a two storey building comprising four (4) shops and twelve (12) dwellings, use of the site for commercial premises, reduction of the standard car parking requirement of Clause 52.06, alteration to and creation of access to a road in a road zone category 1	9	Application on hold (at the request of the applicant)
A 2021-113.1	27/06/2023	98 Hesse Street Queenscliff	S72 amendment application: Alterations to an existing dwelling and outbuilding in a Heritage Overlay	1	Under consideration
A 2022-023.1	17/04/2023	2 Hobson Street Queenscliff	S72 amendment application: Alterations to an existing building for use as a dwelling, demolition and construction of a front fence, construction of an outbuilding in a Heritage Overlay area to an existing permit under Section 72	4	Under consideration
PA2022-044	02/05/2022 (Amended 03/06/2022)	6 McDonald Road Queenscliff	Use of the land for a helicopter landing site	31	Decision deferred by Councillors
PA2022-131	23/12/2022	7 Henry Street Queenscliff	Construction of two dwellings (two storey), variation to the setback requirements of Design and Development Overlay Schedule 1 and subdivision of the land into two (2) lots	1	Under consideration
PA2023-007	14/02/2023	26 Learmonth Street Queenscliff	Part demolition, alterations and extensions (two storey) to an existing dwelling individually listed in a Heritage Overlay and variation to the site coverage and side setback requirements of Design and Development Overlay Schedule 1 on a lot less than 300m ²	1	Under consideration



App. No	Date Received	Address	Proposal	No. of objections	Status
PA2023-022	23/03/2023	34 Point Lonsdale Road Point Lonsdale	Removal and lopping of native vegetation	0	Under consideration
PA2023-025	18/04/2023	29-31 Flinders Street Queenscliff	Buildings and works for the construction of a two storey residential building and fence associated with a section 2 use, display signage, alteration to the internal driveways and drop off area, new outdoor play areas to the north eastern side of the site	1	Under consideration
PA2023-029	20/04/2023	2A Bellarine Highway Queenscliff	Construction of two outbuildings	0	Under consideration
PA2023-030	27/04/2023	27-31 Winterley Road Point Lonsdale	Alterations and extensions to an existing dwelling	1	Under consideration
PA2023-039	02/06/2023	2 Egerton Street Point Lonsdale	Construction of a two storey dwelling and removal of native vegetation	0	Under consideration
PA2023-041	22/06/2023	26 Mercer Street Queenscliff	Alterations and extensions to an existing dwelling and outbuilding	0	Under consideration
PA2023-042	26/06/2023	13 Nicholas Court Point Lonsdale	Construction of a two storey dwelling and front fence	2	Under consideration
PA2023-045	30/06/2023	3 Laker Drive Point Lonsdale	Alterations and extensions (two storey) to an existing dwelling	0	Under consideration
PA2023-046	07/07/2023	216 Point Lonsdale Road Point Lonsdale	Alterations to an existing dwelling, construction of a second dwelling and alter access to a road in a Transport Zone 2	0	Public notification
VS2023-048	13/07/2023	2 Flinders Street Queenscliff	Pruning of a tree individually listed in a Heritage Overlay	N/A	Further information requested 18/07/2023
PA2023-049	13/07/2023	3 Elizabeth Street Point Lonsdale	Construction of a two storey dwelling and front fence, variation to the site coverage requirements of Design and Development Overlay Schedule 4 and removal of native vegetation	0	Under consideration



b. Applications Finalised Since Last Report

App. No	Date Received	Address	Proposal	Status
A 2019-083.1	01/06/2023	31 Symonds Street Queenscliff	S72 amendment application: Demolition of an outbuilding, alterations and extensions to an existing dwelling and construction of an outbuilding in a Heritage Overlay area	Amended permit issued
PA2023-035	02/06/2023	38 Jordan Road Point Lonsdale	Subdivision of the land into two (2) lots	Permit issued
PA2023-036	02/06/2023	Citizens Park Gellibrand Street Queenscliff	Removal of a tree	Permit issued
VS2023-040	16/06/2023	84 Hesse Street Queenscliff	External painting of a building in a Heritage overlay area	Permit issued
PA2023-044	29/06/2023	18 Bedggood Avenue Point Lonsdale	Alterations to an existing dwelling	Permit issued
VS2023-047	13/07/2023	42 Jordan Road Point Lonsdale	Alterations to an existing outbuilding, removal of native vegetation and construction of a front fence	Permit issued
PA2023057	05/08/2023	64 Nelson Road Point Lonsdale	Alterations & Additions to existing single level dwelling	Application withdrawn – permit not required

c. New Applications Received Since Last Report

App. No	Date Received	Address	Proposal	No. of objections	Status
PA2023050	26/07/2023	6 Lockwood Street Point Lonsdale	Alterations and additions to existing dwelling construction of new garage removal of trees	0	Public notification
PA2023051	27/07/2023	127A Point Lonsdale Road Point Lonsdale	Alterations and extensions to an existing dwelling and outbuilding and variation to the site coverage requirements of Design and Development Overlay Schedule 3	0	Further information requested 03/08/2023
PA2023052	02/08/2023	3/3 Waiora Court Point Lonsdale	Alterations and additions (two storey) to existing dwelling	0	Public notification



App. No	Date Received	Address	Proposal	No. of objections	Status
PA2023053	02/08/2023	40 Flinders Street Queenscliff	Alterations and additions to existing dwelling and variation to the front setback requirements of Design and Development Overlay - Schedule 1	0	Public notification
PA2023054	02/08/2023	4 McDonald Road Queenscliff	Buildings and works associated with a pergola, bridge and concrete slab	0	Under consideration
PA2023055	03/08/2023	50 King Street Queenscliff	Alterations and external painting to existing dwelling individually listed in a Heritage Overlay	0	Further information requested 10/08/2023
PA2023056	07/08/2023	10 Queen Street Queenscliff	Removal of existing window and installation of doors at rear of property and replacement/repair of roof with zincalume	0	Under consideration
PA2023057	05/08/2023	64 Nelson Road Point Lonsdale	Alterations & Additions to existing single level dwelling	0	Application withdrawn – permit not required
VS202301	07/08/2023	1 Nicholas Court Point Lonsdale	Construction of a front fence	N/A	Further information requested 14/08/2023
PA2023058	14/08/2023	1-3 Swanston Street Queenscliff	Construction of two double storey dwellings and front fences and a two lot subdivision	0	Initial assessment



d. VCAT Matters

App. No	Date Received	Address	Proposal	Status
PA2022-083	04/08/2022	5 Beach Street Queenscliff	Part demolition, alterations and extensions and relocation on site of an existing dwelling in a Heritage Overlay area, construction of fences and variation to the site coverage requirements of Design and Development Overlay – Schedule 6	VCAT application for review lodged by applicant Hearing 27/7/2023 & 28/7/2023 VCAT decision not yet issued
PA2022-119	21/11/2022	2A Nicholas Court Point Lonsdale	Alterations and extensions to an existing dwelling	VCAT application for review lodged by objector Compulsory conference 18/08/2023 Hearing 16/10/2023

e. Development Plan & Planning Scheme Amendment Summary Report

Reference no.	Details	Status
C37quen	Proposed application of additional controls on three (3) Monterey Cypress trees on the Bellarine Highway	C37quen has no formal status. Council officers are awaiting incorporation of the Bellarine Distinctive Area and Landscape Statement of Planning Policy into the Queenscliffe Planning Scheme before progressing C37quen
C39quen	Proposed administrative corrections to the Queenscliffe Planning Scheme	C39quen has no formal status. Council officers are working to identify policy neutral administrative corrections to the Queenscliffe Planning Scheme.
DP2	Queenscliff Ferry Terminal (1 Wharf Street East, Queenscliff): Proposed amendment to incorporate an all abilities public access pathway to the beach	Referral to DEECA



Legend

Italic text *Amendment or extension of time request to application previously determined by Council*

Bold text **Officer delegation removed**

PA Planning permit application

VS VicSmart application

A Application to amend a planning permit (under Section 72)



16. Governance & Finance

16.1.	Review of Council Policies
Author:	Executive Project Officer
Portfolio:	Governance & Finance
Councillor:	Cr Grigau

Purpose

The purpose of this report is to review two existing Council policies with the aim to revoke CP023 Information Technology and CP034 Business Continuity Management.

Executive Summary

Portfolio 5: Governance and Finance

Strategic Objective: To provide a financially viable Council that is accountable, transparent and practices good governance.

Priority 3: Accountable and transparent governance

CP023 Information Technology and CP034 Business Continuity Management have been assessed by Council Officers and deemed as operational matters not requiring Council policy; therefore, Officers recommend the revocation of both policies.

RECOMMENDATION

That Council revoke Council policies:

- CP023 Information Technology
- CP034 Business Continuity Management



REPORT

Background

Good governance is a core role of Council and the timely and regular review of Council policies is essential to ensuring that current and relevant direction and guidance is available to Council and its officers in relation to the core corporate governance functions of Council.

The establishment of Council policies, typically reviewed on a cyclical basis, is influenced by a range of considerations, such as:

- Ensuring compliance with legislative requirements;
- Alignment with best practice guidelines applicable to the local government sector and/or business;
- Implementing internal and external audit recommendations; and
- Conveying Council's strategic intent to the organisation and/or the community in relation to a Council function or responsibility.

Discussion

Council Policy CP023: Information Technology – Revoke

Council has a set of organisational procedures in relation to the use of Information and Communication Technology (ICT) of Council. This policy does not provide any direction or useful information in relation to the use of ICT within the Council other than only listing the set of procedures that the Council has in place.

Officers recommend that this policy be revoked as it is an internal operational matter.

Council Policy CP034: Business Continuity Management – Revoke

This policy was first adopted by Council in May 2015 and last reviewed in July 2017. This policy does not provide any direction or useful information in relation to the business continuity management activities of the Council other than only referring to the Business Continuity Plan (BCP) and the Disaster Recovery Plan (DR) of Council.

Officers are in the process of reviewing the BCP and once the review process is complete, will present the BCP for the approval of the Audit and Risk Committee.



Council's DR plan which covers IT recovery process is fast becoming irrelevant when Council moves into vendor hosted (cloud-based) applications. The IT DR plan will be reviewed and updated as necessary after the completion of the ICT transformation project.

Officers recommend that this policy be revoked subject to further review including the reflection of COVID-19 implications.

After reviewing these two policies, officers recommend revoking CP023 Information Technology and CP034 Business Continuity.

Options

1. That Council adopts the revocation of the policies as presented.
2. That Council request officers to make further investigations into the relevance/currency of the policies.

Communications and Engagement

Community Engagement

The purpose of this report is to inform the community regarding this proposal.

Collaboration

There are no collaboration requirements associated with this report.

Governance Context

Relevant Law

Not applicable.

Charter of Human Rights

This report has had consideration to, and complies with, the *Charter of Human Rights and Responsibilities Act 2006*.

Gender Equality Act 2020

The *Gender Equality Act 2020* requires a Gender Impact Assessment to be undertaken when the Council develops or reviews any Council policy, program or service that has a direct and significant impact on the public. Has a Gender Impact Assessment been



undertaken in respect of the matters in this Council Report?

No; a Gender Impact Assessment is not required in this instance.

Regional, State and National Plans and Policies

Not Applicable.

Legal and Risk Implications

Not applicable.

Related Documents

CP023 Information Technology

CP034 Business Continuity Management

Disclosure of Interest

No officer involved in the preparation of this report has any conflicts of interest.

Considerations

Environmental Sustainability

Not applicable.

Financial and resource implications

There are no financial or recourse implications associated with this report.

Innovation and Continuous Improvement

Not applicable.

Implementation

Operational Impacts

There are no operational impacts associated with this report.

Implementation Process

This project will be delivered by existing staff and resources.

Attachments

1. CP023 Information Technology [**16.1.1** - 2 pages]
2. CP034 Business Continuity Management [**16.1.2** - 2 pages]



17. Signing & Sealing of Documents

No reports to consider.

18. Questions Without Notice

18.1. Questions Without Notice Status Update

At the Ordinary Meeting of Council on 26 July 2023, several questions without notice were taken on notice. The responses are provided at adjunct to 18.1.

No Questions Without Notice are outstanding.

18.2. Questions Without Notice

The Chair will call for questions without notice.

19. List of Council Meetings

Councillor Listening Post

Saturday 26 August at 11:00am to 12:00pm
Point Lonsdale Deck (weather permitting)

Planning Review Meeting

Wednesday 13 September at 7:00pm (if required)

Councillor Listening Post

Sunday 24 September at 11:00am to 12:00pm
Queenscliff Market

Ordinary Meeting

Wednesday 27 September at 7:00pm
Queenscliff Town Hall



20. Closed Session of Meeting

The chair will close the meeting to consider confidential items.

RECOMMENDATION

That, in accordance with sections 66(1) and 66(2)(a) of the *Local Government Act 2020*, the meeting be closed to members of the public for the consideration of the following confidential items:

20.1. CEO Interim Performance Review

This agenda item is deemed to contain confidential information as per section 3(1)(f) of the *Local Government Act 2020* as it contains personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs. This ground applies as this item is a personnel (human resources) matter.

21. Ratification of Confidential Items

RECOMMENDATION

That Council reopen the meeting and resume standing orders.

RECOMMENDATION

That the decisions made in camera be ratified by Council.

22. Close of Meeting

The meeting will be declared closed.



23.1. ADJUNCT TO 7 – RECORD OF INFORMAL MEETINGS OF COUNCILLORS

The Borough of Queenscliffe Governance Rules (rule 11) require tabling of records of informal meetings of Councillors at the next convenient Council meeting and that their record be included in the minutes of that Council Meeting. If there is a meeting of Councillors that:

11.1 is scheduled or planned outside of an Ordinary Meeting of Council for the purpose of discussing the business of Council or briefing Councillors; and

11.2 is attended by at least one senior member of Council staff; and

11.3 all Councillors have been invited by the Chief Executive Officer; and

11.4 a majority of Councillors are present; and

11.5 is not a Delegated Committee meeting or Community Asset Committee meeting.

Informal Meeting	Councillors	Officers	Agenda items	Conflict of interest disclosures
Councillor Assembly Briefing 26 July 2023 2:30pm – 3:17pm Wirrng Wirrng	Cr Tolhurst, Mayor Cr Ebbels Cr Grout	Martin Gill, CEO Tim Crawford, MPCS	1. The Victorian Marine and Coastal Council (VMaCC) report: Economic Impacts from Sea Level Rise and Storm Surge in Victoria 2. Public questions	Nil.
CEO & Councillor Meeting 26 July 2023 12:30pm – 1:10pm	Cr Tolhurst, Mayor Cr Ebbels Cr Grout	Martin Gill, CEO	1. Planning Permit Amendment 2022/023-2 at 2 Hobson Street, Queenscliff 2. Green waste collection	Nil



Informal Meeting	Councillors	Officers	Agenda items	Conflict of interest disclosures
Wirrng Wirrng			3. 3225 Social Media	
CEO & Councillor Meeting 2 August 2023 12:30pm – 1:20pm Wirrng Wirrng	Cr Tolhurst, Mayor Cr Ebbels Cr Grout Cr Grigau	Martin Gill, CEO	1. IBAC Operation Sandon Special Report	Nil.
Councillor Assembly Briefing 2 August 2023 2:30pm – 5:30pm Wirrng Wirrng	Cr Tolhurst, Mayor Cr Ebbels Cr Grout Cr Grigau	Martin Gill, CEO Carly Douglas, AMC Abbey Tatterson, AMC Jenni Walker, HR&GC	1. Queenscliff Music Festival 2022 event evaluation report 2. 3225 Love Local Shop Local social media update 3. Review of Governance Rules 4. Superannuation Guarantee Contribution (ALGA Motion)	Nil.
CEO & Councillor Meeting 9 August 2023 12:30pm – 1:05pm Wirrng Wirrng	Cr Tolhurst, Mayor Cr Ebbels Cr Grout	Martin Gill, CEO	1. Vegetation management 2. Draft Active Transport Strategy 3. Golightly Caravan Park	Nil.



Informal Meeting	Councillors	Officers	Agenda items	Conflict of interest disclosures
<p>Councillor Assembly Briefing 9 August 2023 2:30pm – 4:45pm Wirrng Wirrng</p>	<p>Cr Tolhurst, Mayor Cr Ebbels Cr Grout</p>	<p>Martin Gill, CEO Tim Crawford, MPCS Stuart Hansen, MI&E Abbey Tatterson, AMC Carly Douglas, AMC Steve Ward, AMC Brydon King, SP Steve Quick, RIE Makenna Bryon, CC</p>	<ol style="list-style-type: none"> 1. Planning Application 2022/023-2 at 2 Hobson Street, Queenscliff 2. Draft Active Transport Strategy: Councillor feedback 3. Council Plan 2021-25 mid-term review 4. Draft priority projects for the 2024/25 State Budget 	<p>Nil.</p>
<p>Review of Climate Emergency Response Plan 16 August 2023 11:00am to 12:15pm Wirrng Wirrng</p>	<p>Cr Tolhurst, Mayor Cr Ebbels Cr Grout Cr Grigau Cr Minty</p>	<p>Martin Gill, CEO Rebecca Petit-Bramwell, CERP</p>	<ol style="list-style-type: none"> 1. Review of Climate Emergency Response Plan 	<p>Nil.</p>
<p>CEO & Councillor Meeting 16 August 2023 12:15pm – 1:00pm Wirrng Wirrng</p>	<p>Cr Tolhurst, Mayor Cr Ebbels Cr Grout Cr Grigau Cr Minty</p>	<p>Martin Gill, CEO</p>	<ol style="list-style-type: none"> 1. The Community Conversation on the Voice to Parliament event 2. Bins in Point Lonsdale 3. Audio visual in the town hall 	<p>Nil.</p>



Informal Meeting	Councillors	Officers	Agenda items	Conflict of interest disclosures
Councillor Assembly Briefing 16 August 2023 2:30pm – 4:30pm Wirrng Wirrng	Cr Tolhurst, Mayor Cr Ebbels Cr Grout Cr Grigau Cr Minty	Martin Gill, CEO Tim Crawford, MPCS Stuart Hansen, MI&E Abbey Tatterson, AMC Carly Douglas, AMC Steve Ward, AMC Gihan Kohobange, MFS	1. Electric vehicle charges skins and wraps 2. Review of Council Policies 3. Strategic Risk Register	Nil.

AO – Arts officer	BSA – Business Services Accountant	BOC – Business Operations Coordinator
CC – Communications Coordinator	CEO – Chief Executive Officer	CERP – Project Officer, Climate Emergency Response Plan
COVID BSO – COVID Business Support Officer	CSC – Community Services Coordinator	CO – Communications Officer
CSRO – Community Stakeholder Relations Officer	MPCS – Manager Planning & Community Safety	EA – Executive Assistant to the CEO, Mayor and Councillors
EPO – Executive Project Officer	HR&GC – HR & Governance Coordinator	AMC – Manager Community
MFS – Manager Finance and Corporate Services	MIE – Manager Infrastructure & Environment	RC – Rates Coordinator
SLEO – Senior Law Enforcement Officer	STP – Strategic Planner	ESO – Events Support Officer
ASLEO – Acting Senior Law Enforcement Officer	BS&ICT – Business Systems & ICT Coordinator	VFO – Vegetation and Foreshore Officer



23.2. ADJUNCT TO 5.1 – PUBLIC QUESTIONS STATUS UPDATE

Date	Question	Action	Status
26/7/23	<p>Public question 1 from Kelvin Granger & Dean Hurlston (Council Watch Inc.)</p> <p>Can council please advise the dollar (\$) amount of "cost shifting from State Government" they estimate they incurred in 2022/23 Financial Year?</p>	Question taken on notice	Response sent on 11 August 2023, see attachments
26/7/23	<p>Public Question 5 from Christine Rees</p> <p>As a resident of BOQ I volunteer with Borough Coast Carers, SBEA, and Friends of the Hooded Plover, to restore the natural environment for everyone to enjoy. I feel disappointed and unsupported by the council due to some recent decisions and inactions on the council's part with the following:</p> <p>Filling of wetland at 6 McDonald Road.</p> <p>Removal of vegetation (Moonah and Boobialla trees) on crown land in front of 16 Crows Nest Place.</p> <p>Coastal Moonah Woodland listed as a threatened community under the Flora and Fauna Guarantee Act 1988.</p> <p>Dogs off-leash along our beaches particularly in the Marine Park where the Hooded Plovers nest. Hooded Plover listed as vulnerable under the EPBC Act.</p> <p>Unfortunately, we have residents who undermine the good efforts of the volunteering groups. These residents willing destroy local habitats and continue to flaunt council rules and legislation; EPBC Act 1999, the Flora</p>	The CEO advised that he would provide a detailed response to the questions about the legality of the earthworks at 6 McDonald Road in writing	Response sent on 9 August 2023, see attachments



	<p>and Fauna Guarantee Act 1988, Flora and Fauna Guarantee Amendment Act 2019, and Wildlife Act 1975; knowing there will be no consequences for their actions from council.</p> <p>When will the council staff take seriously their responsibility to protect our environment under the Planning and Environment Act 1987 and the environmental legislation. Will council prosecute the residents for removing the protected Moonah woodland, start issuing fines instead of warnings to dog owners, fine residents who do not apply for the appropriate permits before undertaking earth works on their properties, instead of accepting reports (only taking into consideration hydrology) after the works have occurred?</p>		
<p>26/7/23</p>	<p>Public question 6 from the Queenscliffe Community Association (QCA)</p> <p>In relation to the visually confronting, highly intrusive and non heritage EV Bowser Stations in front of Town Hall - Can each Councillor tonight explain whether they actively considered alternative locations and designs for the EV Bowsers in light of very strict heritage provisions, design requirements and overlay protections and individually detail in their response what considerations you as Councillors specifically investigated to enable and accept that Council had absolutely no option in protecting its valued heritage that restricts and</p>	<p>David Connoley asked a follow up question regarding the other proposed locations for the electronic vehicle (EV) chargers, and sought further information on the proposed EV charger skins and landscaping. The Mayor took</p>	<p>Response sent on 9 August 2023, see attachments</p>



	guides every other property owner in these heritage overlays?	the question on notice	
26/7/23	<p>Public Question 7 from David Connoley The ATS contains the statement 'Making the Borough of Queenscliffe the first 30km/h municipality in Australia' includes- 'Together with Ratio, the consultants appointed to develop the strategy, Council officers worked to produce a draft version of the document to take to our community for feedback.'</p> <p>I ask who specifically inputted into the ATS the 30km limit recommendation- Ratio? Another consultant? Council Officers? The CEO? A Reference group or interested party? or Councillors?</p>	David sought further clarification on the matter and the Mayor took the follow up question on notice	Response sent on 9 August 2023, see attachments
26/7/23	<p>Public Question 9 from Jane Abbott Question re Filling in of wetland in McDonalds Rd: Can Councillors and all relevant Council officers look again at what has happened in filling, with fill of unknown composition in spite of it being "clean fill from Ocean Grove" of this wetland intimately adjacent to Lakers Cutting.</p>	The CEO advised that he would provide a more detailed response to the other historical matters raised in the question in writing	Response sent on 9 August 2023, see attachments



	<p>Retrospective before and after hydrology study after 6 years and assessment is completely untenable</p> <p>There was no environment assessment of Flora fauna which may well have had protected and endangers species</p> <p>Migratory birds from the Norther hemisphere would have rested and fed there as they do on the adjacent landowners property</p> <p>My understanding is that the CEO approved this action and I question how this could have been done.</p> <p>What actions and further investigation will officers and councillors take to address this serious unauthorised destruction of fragile habitat as a matter of urgency and environmental responsibilities</p>		
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Attachments

1. Letter to Kelvin Granger & Dean Hurlston, Council Watch Inc [23.2.1 - 1 page]
2. Letter to Christine Rees [23.2.2 - 2 pages]
3. Letter to Queenscliffe Community Association [23.2.3 - 2 pages]
4. Letter to David Connoley [23.2.4 - 2 pages]
5. Letter to Jane Abbott [23.2.5 - 2 pages]



23.3. ADJUNCT TO 8.1 – NOTICE OF MOTION STATUS UPDATE

Date	Notice of Motion	Action	Status
22/2/23	<p>Number 2023/587: Council-led community conversation on The Voice</p> <p>That Council requests Council officers:</p> <ol style="list-style-type: none"> 1. <i>Undertake research to establish an appropriate community conversation model that is educational and accessible.</i> 2. <i>Collaborate with Wadawurrung Traditional Owners Aboriginal Corporation to ensure the proposed event is culturally safe.</i> 3. <i>Once the model is established and finalised, advertise the community conversation on all Borough-owned media channels for a period of no less than 14 days.</i> 4. <i>Deliver this community conversation event by 31 July 2023.</i> 	<p>The event was held on Sunday 13 August at the Point Lonsdale Primary School.</p> <p>It was facilitated in conjunction with the Point Lonsdale Civic Association and the Queenscliffe Reconciliation Mob.</p> <p>The keynote speakers were:</p> <ul style="list-style-type: none"> • Corrina Eccles, Wadawurrung Traditional Owner • Dr Cheryl Saunders AO, Academic and constitutional law expert • Kerry O'Brien, prominent Australian journalist and co-author of 'The Voice to Parliament Handbook'. <p>The event was ticketed, free to attend and was live-streamed for those unable to attend in person.</p>	Complete



23.4. ADJUNCT TO 18.1 – QUESTIONS WITHOUT NOTICE STATUS UPDATE

Date	Question	Action	Status
26/7/23	<p>Cr Tolhurst</p> <p>The Mayor requested an update on the expression of interest process to appoint a community representative to the Municipal Emergency Management Planning Committee, which closed at 5:00pm on 21 July. The question was taken on notice.</p> <p>Response from the Manager Planning & Community Safety</p> <p>The expression of interest (EOI) process closed at 5:00pm on 21 July, no applications were received by the closing time.</p> <p>The EOI was extended until 5:00pm on 13 August. The Council website was amended and the EOI was posted on Council’s social media.</p> <p>At the time of finalising this agenda, no applications had been received.</p> <p>Council’s internal emergency management working group met on 14 August. Officers discussed the EOI process and agreed to explore other methods to recruit up to two community members to join the MEMPC over the coming months.</p>	Nil	Complete
26/7/23	<p>Cr Tolhurst</p> <p>The Mayor requested that Councillors receive a planning briefing for Planning Application 2022/044 at 6 McDonald Road, Queenscliff once the peer review is received.</p> <p>Response from the Manager Planning & Community Safety</p> <p>A Councillors briefing for Planning Application 2022/044 at 6 McDonald Road, Queenscliff has been scheduled for mid-September.</p>	Nil	Complete