

Borough of Queenscliffe

Ordinary Meeting of Council

Agenda

Wednesday 26 August 2026 at 6:30PM

Wirrng Wirrng



Borough of Queenscliffe
Queenscliff & Point Lonsdale, Victoria, Australia



Community Vision

Queenscliffe is valued for its unique coastline, historic character, and strong local identity. Our residents take pride in being a friendly, respectful and welcoming community. We acknowledge and respect the Wadawurrung people and together work to look after the Borough.

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

This meeting is being held on the traditional lands of the Wadawurrung people, we wish to acknowledge them as the traditional custodians and pay our respects to their elders past and present. We extend that respect to all members of our community.



Distribution List

Councillors

Cr Hélène Cameron
Cr Donnie Grigau, Mayor
Cr Brendan Monahan
Cr Di Rule, Deputy Mayor
Cr Isabelle Tolhurst

Officers

Jane Grover, Chief Executive Officer
Tim Crawford, Manager Community & Regulatory Services
Stuart Hansen, Manager Infrastructure & Environment
Gihan Kohobange, Manager Finance & ICT Services
Abbey Tatterson, Manager Customer Experience
Makenna Bryon, Communications Coordinator
Jenni Walker, HR & Governance Coordinator
Jackie Fletcher, EA to the CEO, Mayor & Councillors

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

This meeting is being held on the traditional lands of the Wadawurrung people, we wish to acknowledge them as the traditional custodians and pay our respects to their elders past and present. We extend that respect to all members of our community.

2. Present & Apologies

3. Conflict of Interest Disclosures

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

Councillors:

Officers:

4. Leave of Absence of Councillor

- Cr Rule took a Leave of Absence from 6 July to 7 August 2026.
- Cr Monahan took a Leave of Absence from 12 August to 22 August 2026.

5. Public Question Time

5.1. Public Question Status Update

No public questions are outstanding.

5.2. Public Questions

The Chair will accept one (1) public question per submitter which comply with Council's Public Question Time [Guidelines](#).



Public questions must be written and received by the Chief Executive Officer no later than 4 hours prior to 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 to info@queenscliffe.vic.gov.au, via post or in person by completing a Public Question Time Form.

6. Confirmation of Minutes of Previous Meetings

6.1. Ordinary Council Meeting on 22 July 2026

A copy of the minutes from the Ordinary Council Meeting on 22 July 2026 was distributed to Councillors under separate cover.

RECOMMENDATION

That the minutes of the Ordinary Council Meeting on 22 July 2026, as distributed, be confirmed as an accurate record.

6.2. Ordinary Council Meeting on 22 July 2026 Confidential Minutes

A copy of the previous confidential minutes from the Ordinary Council Meeting on 22 July 2026 was distributed to Councillors under separate cover.

RECOMMENDATION

That the confidential minutes of the Ordinary Council Meeting on 22 July 2026, as distributed, be confirmed as an accurate record.

7. Record of Informal Meetings of Councillors

A Record of Informal Meetings of Councillors is included in the Adjunct to item 7.



- 22 July 2026 – Council Assembly briefing
- 10 August 2026 – CEO & Councillors meeting
- 12 August 2026 – Council 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 Number 2026/604 Nomination of Fort Queenscliff to the National Heritage List

In accordance with the Borough of Queenscliffe Governance Rules, notice was received by the Chief Executive Officer of the following motion on 17 August 2026.

BACKGROUND

Fort Queenscliff is a place of outstanding significance to the nation, reflecting its role in Victoria's coastal defence and its long history of continuous military use. Its proposed divestment from the Department of Defence to the Department of Finance raises the prospect of a change in ownership and future use, making formal heritage protection through the National Heritage List timely and important to secure long-term recognition and protection of its heritage values, independent of who owns or manages the site.

At present it has a Commonwealth Heritage listing but that needs to change to National listing to protect it.

Fort Queenscliff, developed from 1860 onwards, is historically significant for its association with Australia's military history. The Fort was begun because of fears of foreign aggression and was further developed in the latter part of the nineteenth



century amid renewed concerns about attack. The Fort was the first and the primary defence site for Port Phillip and played a command role in relation to the other fortifications around the Heads.

Fort Queenscliff was a key element in making Port Phillip the most heavily defended British port in the southern hemisphere at the time. During the twentieth century, as the strategic importance of coastal defences was revised, the Fort became a central instructional college for army officers. The Fort also has strong associations with the early maritime history of Melbourne and Port Phillip. In addition, its role as a navigational aid and signalling post are outstanding, especially as the earliest such structures around the bay were constructed on this site.

The Telegraph Station is the second oldest such building in Victoria. The landward defences of the wall and the now-filled ditch are among the last uses of such centuries-old ideas in Australia. The wall and the keep have no equivalent in Victoria. The mass unreinforced concrete and exposed and rendered brick vaulting of the seaward defences are on a scale rarely seen elsewhere.

The seaward and landward defences, together with the other elements of the site, all help to illustrate the evolution of military technology during the latter nineteenth and early twentieth centuries. The magazines, gun emplacements, earthworks, sea wall and Fort wall, seaward ditch/dry moat, keep, offices, barracks, parade ground and other features, and the spatial relationships between all these elements all help to convey the changing requirements of the defence forces over time, and simultaneously combine to represent an outstanding example of a coastal fort developed over a period of 160 years.

As such, I, Councillor Rule, intend to move the following motion:

MOTION

That Council:

1. Notes that Fort Queenscliff is currently the subject of a proposed divestment from the Commonwealth Department of Defence to the Department of Finance;



2. Notes that anyone may nominate a place to the National Heritage List, and that nominations must set out the heritage qualities or values of the place that are of outstanding significance to the nation;
3. Notes that the Australian Government Minister for the Environment and Water is yet to announce this year's National Heritage List nomination round, with an announcement expected within the next few months;
4. Resolves to prepare and submit a nomination of Fort Queenscliff to the National Heritage List in accordance with the guidance published by the Department of Climate Change, Energy, the Environment and Water; and
5. Requests that Council officers report back to Council on the progress of the nomination.



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 14 July and 17 August 2026.

Date	Meeting or Function
15 July 2026	Community Grants & Events Sponsorships Presentation (CEO, Cr Grigau, Cr Tolhurst, Cr Monahan)
16 July 2026	Geelong Gallery & Queenscliff Gallery Impressionism Event (CEO)
16 July 2026	Municipal Association of Victoria Regional Meeting-Great South Coast Barwon via videoconference (CEO)
16 July 2026	Rural Councils Victoria Election Advocacy and Enterprise Bargaining support via videoconference (CEO)
23 July 2026	Council Consultation: Commonwealth Government's Disaster Recovery Funding Framework via videoconference (CEO)
23 July 2026	Seaview Gallery site visit and introduction (CEO)
24 July 2026	G21 Regional Alliance CEOs meeting (CEO)
27 July 2026	Meeting with the Regional Director, Department of Energy, Environment & Climate Action (CEO)
28 July 2026	Meeting with Heart-healthy neighbourhood (CEO)
29 July 2026	Meeting with the CEO of Bellarine Community Health (CEO & Cr Grigau)
30 July 2026	Urban Design & Public Realm Assets Advisory Group meeting (Cr Grigau)
31 July 2026	G21 Regional Alliance Board Meeting (CEO & Cr Grigau)
3 August 2026	Tourism Greater Geelong & The Bellarine Board Meeting (Cr Grigau)
5 August 2026	Tourism Greater Geelong & The Bellarine, Tourism Together Conference (Cr Grigau)
5 August 2026	Citizenship Ceremony (Cr Grigau, Cr Cameron & Cr Tolhurst)
8 August 2026	Point Lonsdale Surf Life Saving Club End of Year Celebration (Cr Tolhurst & Cr Cameron)
10 August 2026	NAYBA Impact Audit at Cottage by the Sea (CEO & Cr Grigau)
11 August 2026	Walk on Country with Wadawurrung Co-CEO (CEO)



13 August 2026	City of Greater Geelong Exhibition Discovering the Impressionists: Paul Durand-Ruel (CEO)
14 August 2026	Queenscliffe Community Organisations Forum (CEO)

RECOMMENDATION

That the Functions Attended report be received.



11. Chief Executive Officer

11.1. Chief Executive Officer Report for August 2026

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

A Warm Welcome for two new Australian Citizens

On 5 August 2026, the Borough of Queenscliff proudly hosted an Australian Citizenship Ceremony at the Queenscliff Town Hall. The Mayor, Cr Donnie Grigau, as presiding officer formally welcomed two new citizens into the Borough and the broader Australian community. Proud Wadawurrung man, Ashley Skinner, opened the event with a Welcome to Country. The ceremony marked the final step in the citizenship journey for the participants, who made the Australian Citizenship Pledge in the presence of family, friends, Councillors and community representatives.

A special thank you goes out to Mrs Alison Marchant MP, Mrs Beverley McArthur MP and Sandy Brady, who attended on behalf of The Hon. Gale Tierney, for joining and extending a warm welcome to our new citizens. The occasion provided an opportunity to celebrate the cultural diversity, inclusiveness and civic values that strengthen our community.

ALWAYS LIVE Victorian Vibes: Queenscliff

On 25 July 2026, Queenscliff hosted the ALWAYS LIVE Victorian Vibes event featuring headline performer Jessica Mauboy and a diverse program of live music and entertainment. The event was a significant success, attracting a record 6,022 registered attendees and creating a vibrant atmosphere for both residents and visitors.

The event drew visitors from across Victoria and interstate, with 53% of attendees travelling from other regional areas and interstate, 12% from Melbourne, 20% from within a 10-minute drive of Queenscliff, and 15% from Queenscliff itself. Notably,



87% of attendees had not previously attended a Melbourne Vibes or Victorian Vibes event, demonstrating the event's success in reaching new audiences and attracting first-time visitors to the region.

Event organisers acknowledged Council's support throughout the planning and delivery of the event, noting that Council's flexibility, collaboration and commitment were instrumental in ensuring its success. The event generated strong community activation, supported local businesses during the winter period, and showcased Queenscliff as one of Victoria's premier coastal destinations.

Glass-Only Kerbside Recycling Advocacy

The Borough of Queenscliffe continues to advocate against the Victorian Government's proposed mandatory rollout of a glass-only kerbside recycling service. As part of a coalition of 39 Victorian councils, the Borough has raised concerns regarding the significant costs, operational challenges and limited environmental benefits associated with the proposed service.

A joint community survey conducted in April and May 2026 received more than 24,000 responses statewide, with 83% of respondents opposing the introduction of a glass-only bin. In the Geelong region, including the Borough of Queenscliffe, 77% of respondents opposed the proposal, while 95% supported expanding the Container Deposit Scheme to include glass wine and spirit bottles.

This month, Council has written to Alison Marchant MP, Member for Bellarine, seeking support for a pause and review of the current policy settings and advocating for alternative approaches that deliver better outcomes for residents and ratepayers. As the campaign progresses through Phases 2 and 3, Council and its coalition partners will continue to share community survey results, engage directly with government decision-makers and advocate for an expanded Container Deposit Scheme as a more effective alternative to a mandatory glass-only kerbside service.

Point Lonsdale Bike Park Project

The Point Lonsdale Bike Park project has resumed following the Borough's successful receipt of State Government funding in April 2026. Design of the bike park has been completed, and the project is currently approximately 50% complete. A Cultural



Heritage Management Plan (CHMP) is being finalised to support the remaining approval processes before construction commences.

The next stage of works includes delivery of the bike park, a small playground and minor car park improvements. The project remains a key recreational investment for the community, with completion and public opening anticipated in April 2027.

Further information is available on Council's project page:

[Point Lonsdale Bike Park | Let's Talk Borough of Queenscliffe](#)

Current Consultation

Wayfinding Strategy

Community consultation on the Borough of Queenscliffe's draft Wayfinding Signage Strategy concluded on 13 August 2026. The strategy was developed to establish a consistent and accessible approach to directional signage and mapping across the Borough, improving connectivity and navigation for residents, businesses and visitors. Council thanks community members who reviewed the draft strategy and provided valuable feedback through the consultation process. A summary of engagement outcomes and how community feedback has informed the final strategy will be considered at a Council meeting later this year.

P1 Huts Expression of Interest

The Expression of Interest (EOI) process for the future use of the P1 Huts at the Point Lonsdale Lighthouse Reserve closed on 10 August 2026. The EOI invited proposals for community and other compatible uses that would activate the heritage-listed huts while protecting their historic significance and landscape character. The process sought innovative uses that deliver community benefit and are financially self-sustaining, with all operational, maintenance and compliance costs to be borne by the successful proponent. Council thanks all applicants for their interest and submissions, which will now be assessed against the established evaluation criteria.

Attachments

Nil



RECOMMENDATION

That Council receives the Chief Executive Officer Report for August 2026.



12. Living in the Borough

12.1.	Geelong Regional Library Corporation Transition
Author:	Manager Customer Experience
Theme: Councillor:	Living in the Borough Cr Monahan

Purpose

To seek Council's commitment to transition the shared regional library service model from the Geelong Regional Library Corporation to a company limited by guarantee, and to confirm Council's continued participation in the final stages of the transition process.

Executive Summary

Council Plan Theme 4. Running the Borough

11. Ensure all decisions are financially sound, sustainable, transparent and accountable to the community.

11.1 Our decisions and our work is informed by strategic documents adopted by Council

This report seeks Council's commitment to continue participating in the Geelong Regional Library Corporation's transition to a new shared service company limited by guarantee, consistent with the requirements of the *Local Government Act 2020*.

GRLC currently provides library services for five member councils: the Borough of Queenscliffe, City of Greater Geelong, Golden Plains Shire Council, Surf Coast Shire Council and Colac Otway Shire Council. The proposed model is intended to maintain existing library services, staff roles, customer experience, branches, programs and collections, while updating the legal and governance framework that supports regional service delivery.

Council is asked to commit to joining the new company, noting that further governance arrangements, service level agreements and financial contribution details will return to Council for consideration.



RECOMMENDATION

That Council:

1. Notes that the *Local Government Act 2020* requires library corporations to transition to a new enterprise model by 30 June 2031.
2. Notes that the Geelong Regional Library Corporation (GRLC) has resolved to transition to a company limited by guarantee and that an executive steering committee, comprising executives of the five member councils and GRLC, is progressing the proposed governance and operating model for a new company.
3. Notes the community and financial benefits of the shared service model outlined in this report.
4. Commits to joining the new (shared service model) company which will provide library services in a similar capacity to GRLC for its member councils.
5. Notes a further report will be presented to adopt the governance arrangements.



REPORT

Background

Geelong Regional Library Corporation (GRLC) has been operating since 1996 providing library services to the Borough of Queenscliffe, City of Greater Geelong, Golden Plains Shire Council and Surf Coast Shire Council with Colac Otway Shire Council joining the corporation in 2021.

The *Local Government Act 2020* requires Regional Library Corporations to transition to a new corporate structure by 30 June 2031 under legislation that governs corporate entities.

Following a review of possible governance arrangements, the GRLC Board endorsed a company limited by guarantee as its preferred model in February 2024. In July 2024, all member councils passed a resolution regarding the library transition, with the Borough of Queenscliffe resolving:

That Council:

1. *Notes that the Local Government Act 2020 requires Regional Library Corporations to transition to a new enterprise model by 30 June 2031.*
2. *Notes that the Geelong Regional Library Corporation at its 15 February 2024 Board meeting endorsed a Company Limited by Guarantee as its preferred future enterprise model in order to enable project scoping, transition planning, and costing in preparation for member Council decisions.*
3. *Request that GRLC prepare a report for formal consideration by Council at a future Council Meeting, that:*
 - a. *Sets out future governance arrangements and indicative cost impacts for member councils for the delivery of Library Services under the new enterprise model.*
 - b. *Seeks the formal approval to transition to the new enterprise model.*

Member councils now need to make a formal decision on whether they want to proceed with the proposed new governance model.

Discussion

Independent benchmarking identifies GRLC as one of the highest-performing public



library services in Victoria, with consistently strong results across service provision, operational efficiency, community use and customer satisfaction.

To support the transition required under the *Local Government Act 2020*, GRLC and executives from the five member councils have been developing a proposed shared service model structured as a company limited by guarantee. Member councils are now asked to consider whether they wish to commit to this model so that detailed work can continue on the governance documentation, financial model and service levels for consideration and adoption in the coming months.

The proposed transition is intended to preserve the existing library service while implementing the governance changes required under the new enterprise model. Library branches, programs, collections, digital services, customer experience and workforce arrangements are expected to remain substantially unchanged.

Under the proposed model, councils would continue to determine strategic direction, service levels, any service changes and financial contributions. These arrangements would be formalised through a Service Level Agreement approved by member councils, strengthening transparency and accountability.

The model also proposes a review of the method used to calculate regional costs, with the aim of achieving a fair and proportionate contribution from each member council that reflects population and library usage within each municipality.

In summary, the proposal is designed to maintain the services the community currently receives while updating the legal and governance framework that supports their delivery. The following table outlines the key elements proposed to remain unchanged and the areas proposed to change.

Staying the same	Proposed to change
Library services	Legal structure
Staff roles and responsibilities	Governance Framework
Service delivery model	Board Composition



Staying the same	Proposed to change
Customer Service / Community experience	Access to new funding sources
Collection size and management	Financial contribution model for shared costs

The proposal remains subject to further input from GRLC and member councils before final governance documentation is presented to member councils for consideration.

The proposed move to a new shared service company presents several risks; however, these are considered manageable with appropriate safeguards in place.

The main areas of risk relate to member participation, governance arrangements, workforce transition and the treatment of assets if the company were ever dissolved.

If one or more councils decided not to continue with the shared model, the remaining participants may face higher costs, duplicated functions, reduced economies of scale and potential workforce impacts. Early assessment suggests the company could still be established with fewer than five member councils, although the level of service available to the community may be reduced. Even in that situation, the shared company model is considered preferable to each council operating separate standalone services.

Governance, service standards and each council's ability to influence decisions are intended to be addressed through the proposed governance framework, member approval rights and the use of service level agreements. These mechanisms are designed to provide oversight, accountability and clarity about service expectations.

Workforce and industrial relations matters have also been considered. The proposed "lift and shift" approach would help reduce employment-related risk by keeping staff roles and responsibilities substantially unchanged. Existing employment documentation and agreements provide further controls. This risk would increase for any member council that chose not to proceed on the same basis.

There is also a risk concerning the distribution of assets if the company were wound



up. This can be managed by councils identifying or creating a suitable not-for-profit entity with a similar purpose to receive any remaining assets.

It should be noted that in July 2026 the four member councils (other than the Borough of Queenscliffe) each passed a resolution similar to the recommendation before the Borough of Queenscliffe Council in this report. If Council were to adopt this report's recommendation, this would be in keeping with the decisions made by the other four member councils of the GRLC.

Options

1. Commit to the shared service model for library services through a company limited by guarantee.

This option is recommended as it continues the existing regional shared service arrangement for library services while transitioning to a new governance model. It is intended to preserve the strengths of the current shared service, meet legislative requirements and provide an improved governance framework. The transition is not intended to change library services.

2. Do not commit to the proposed shared service model and progress towards delivering library services in-house through a direct single-council service model. This option is not recommended as it would likely be more costly for Council to deliver and Council does not currently have the resources required to provide a library service independently.

Communications and Engagement

Community Engagement

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

Collaboration

Officers are actively working with the other four member councils in the GRLC.

Governance Context

Relevant Law

Local Government Act 2020



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.

Audit and Risk Committee

Not applicable.

Regional, State and National Plans and Policies

Not applicable.

Legal and Risk Implications

The legal and risk implications have been considered in association with this report.

Related Documents

Council Plan 2025–2029

Not applicable.

Disclosure of Interest

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

Considerations

Environmental Sustainability

There are no environmental sustainability implications associated with this report.

Financial and Resource Implications

This project will be delivered using existing Council resources.

Innovation and Continuous Improvement

Not applicable.



Implementation

Operational Impacts

This project will be delivered with existing operational resources.

Implementation Process

This project will be delivered by existing staff and resources.

Attachments

Nil



13. Building the Borough

13.1.	Planning Permit Activity Report for July 2026 (deferred from previous agenda)
Author:	Senior Planner
Theme:	Building the Borough Cr Rule

Purpose

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

Executive Summary

Council Plan Theme 2. Building the Borough

Local Planning Policy Protects heritage and local character

The following table provides a summary of the planning permit activity from the last report published at the close of business on 10 July 2026.

CATEGORY	TALLY
Current applications	2
Applications finalised since last report	8
New applications received since last report	9
Total number of active permit applications	8
VCAT matters yet to be determined	3
Development Plan & Planning Scheme Amendment Summary Report	0

Note

In accordance with the Planning Applications Protocol 9 May 2023, a Council briefing occurs where planning permit applications receive four (4) or more objections.

RECOMMENDATION

That the Planning Permit Activity Report from July 2026 be received.



a. Current Applications

App. No	Date Received	Address	Proposal	No. of objections	Status
PA2026013	11/05/2026	11 Lockwood Street Point Lonsdale	Alterations and extensions to an existing dwelling, variation to front and side setbacks and site coverage	1	Under consideration
A 2023-007-1	12/05/2026	26 Learmonth Street Queenscliff	AMENDMENT: Part demolition, alterations and extensions to an existing dwelling on a lost less than 300m2 and variation to site coverage and setback	2	Under consideration

b. Applications Finalised Since Last Report

App. No	Date Received	Address	Proposal	Status
2021-048	01/07/2026	200-204 Point Lonsdale Road Point Lonsdale	Extension of time request	Extension of time approved
PA2023062	12/09/2023 (Amended 13/02/2026 & 19/03/2026)	105-107 Point Lonsdale Road & 1 Simpson Street Point Lonsdale	Buildings and works associated with the construction of two townhouses and a commercial building comprising two retail units, subdivision of the land into four (4) lots, partial waiving of the car parking required for the retail units, retail and residential development in the Bushfire Management Overlay and subdivision of land adjacent to a road in a Transport Zone 2	Notice of decision to grant a permit issued
PA2026012	08/05/2026	3 Winterley Road Point Lonsdale	Alterations and extensions to an existing dwelling	Permit issued
PA2026016	25/05/2026	46 Ocean Road Point Lonsdale	Alterations and extensions to an existing dwelling and variation to site coverage	Permit issued
PA2026017	28/05/2026	3 Smith Street Queenscliff	Alterations and extensions to an existing two storey dwelling	Permit issued
PA2026018	04/06/2026	4 Admans Street Point Lonsdale	Alterations and extensions to an existing two storey dwelling	Permit issued
VS2600008	19/06/2026	122 Glaneuse Road Point Lonsdale	Construction of a pergola	Permit issued
VS2600009	23/06/2026	12 Thomson Street Point Lonsdale	Construction of an outbuilding	Permit issued



c. New Applications Received Since Last Report

App. No	Date Received	Address	Proposal	No. of objections	Status
A PA2024031-1	12/06/2026	25-27 Albert Street Point Lonsdale	AMENDMENT: Alterations and extensions to an existing two storey dwelling	1	Public notification
VS2600008	19/06/2026	122 Glaneuse Road Point Lonsdale	Construction of a pergola	N/A	Permit issued
VS2600009	23/06/2026	12 Thomson Street Point Lonsdale	Construction of an outbuilding	N/A	Permit issued
PA2026019	29/06/2026	2 Nelson Road Point Lonsdale	Construction of a communal building and a maintenance building	0	Initial review
PA2026020	29/06/2026	29 King Street Queenscliff	Display signage	0	Further information requested 10 July 2026
2021-048	01/07/2026	200-204 Point Lonsdale Road Point Lonsdale	Extension of time request	N/A	Extension of time approved
PA2026021	03/07/2026	9A Mercer Street Queenscliff	Demolition of an outbuilding and construction of a studio	0	Application fee requested
PA2026022	06/07/2026	165 Point Lonsdale Road Point Lonsdale	Alterations to an existing dwelling	0	Public notification being prepared
PA2026023	07/07/2026	13 Fraser Street Queenscliff	Alterations and extensions to an existing dwelling	0	Public notification being prepared



d. VCAT Applications

App. No	Appeal lodged	Address	Proposal	Status
PA2024054	27/11/2025	18 The Esplanade Queenscliff	Alterations and extensions to an existing three storey dwelling and variation to the front setback	VCAT application for review lodged by applicant (failure to determine) Hearing 7 & 8 July 2026 VCAT decision to be issued in due course
PA2025042	04/03/2026	1 Bowen Road Point Lonsdale	Construction of a two storey dwelling and front fence and variation to site coverage	VCAT application for review lodged by objector Hearing 19 August 2026
PA2025056	09/06/2026	43 Point Lonsdale Road Point Lonsdale	Construction of a two storey dwelling, construction of a front fence and alteration to access to a road in a Transport Zone 2	VCAT application for review lodged by objector Compulsory conference 31 August 2026 Hearing 23 & 24 November 2026

e. Development Plan & Planning Scheme Amendment Summary Report

No relevant amendments to report

LEGEND

PA Planning permit application

VS VicSmart application

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

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

Bold text Officer delegation removed



13.2.	Planning Permit Activity Report for August 2026
Author:	Senior Planner
Theme:	Building the Borough Cr Rule

Purpose

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

Executive Summary

Council Plan Theme 2. Building the Borough

Local Planning Policy Protects heritage and local character

The following table provides a summary of the planning permit activity from the last report published at the close of business on 14 August 2026.

CATEGORY	TALLY
Current applications	2
Applications finalised since last report	8
New applications received since last report	6
Total number of active permit applications	8
VCAT matters yet to be determined	1
Development Plan & Planning Scheme Amendment Summary Report	0

Note

In accordance with the Planning Applications Protocol 9 May 2023, a Council briefing occurs where planning permit applications receive four (4) or more objections.

RECOMMENDATION

That the Planning Permit Activity Report for August 2026 be received.



a. Current Applications

App. No	Date Received	Address	Proposal	No. of objections	Status
PA2026013	11/05/2026	11 Lockwood Street Point Lonsdale	Alterations and extensions to an existing dwelling, variation to front and side setbacks and site coverage	1	Under consideration
PA2026020	29/06/2026	29 King Street Queenscliff	Display signage	0	Further information requested

b. Applications Finalised Since Last Report

App. No	Date Received	Address	Proposal	Status
A 2023-007-1	12/05/2026	26 Learmonth Street Queenscliff	AMENDMENT: Part demolition, alterations and extensions to an existing dwelling on a lot less than 300m2 and variation to site coverage and setback	Notice of decision to amend a permit issued
A PA2024031 -1	12/06/2026	25-27 Albert Street Point Lonsdale	AMENDMENT: Alterations and extensions to an existing two storey dwelling	Notice of decision to amend a permit issued
PA2024054	27/11/2025	18 The Esplanade Queenscliff	Alterations and extensions to an existing three storey dwelling and variation to the front setback	No permit issued (deemed refusal as directed by VCAT)
PA2025042	04/03/2026	1 Bowen Road Point Lonsdale	Construction of a two storey dwelling and front fence and variation to site coverage	Permit issued at the direction of VCAT
PA2026019	29/06/2026	2 Nelson Road Point Lonsdale	Construction of a communal building and a maintenance building	Permit issued
PA2026021	03/07/2026	9A Mercer Street Queenscliff	Demolition of an outbuilding and construction of a studio	Permit issued
PA2026022	06/07/2026	165 Point Lonsdale Road Point Lonsdale	Alterations to an existing dwelling	Permit issued
PA2026023	07/07/2026	13 Fraser Street Queenscliff	Alterations and extensions to an existing dwelling	Permit issued



c. New Applications Received Since Last Report

App. No	Date Received	Address	Proposal	No. of objections	Status
PA2026024	29/07/2026	260 Fellows Road Queenscliff	Removal of native vegetation	0	Public notification
PA2026025	30/07/2026	66 Nelson Road Queenscliff	Construction of a second dwelling (two storey) and subdivision of the land into two (2) lots	0	Public notification
PA2026026	30/07/2026	16 Ocean Road Point Lonsdale	Construction of a two storey dwelling and variation to site coverage	0	Public notification
PA2026027	07/08/2026	Various road reserves Queenscliff & Point Lonsdale	Removal of native vegetation	0	Initial review
PA2026028	14/08/2026	34 Ocean Road Point Lonsdale	Alterations to an existing dwelling	0	Initial review
VS2600010	14/08/2026	118 Hesse Street Queenscliff	Display business identification signage	N/A	Application fee requested

d. VCAT Applications

App. No	Appeal lodged	Address	Proposal	Status
PA2025056	09/06/2026	43 Point Lonsdale Road Point Lonsdale	Construction of a two storey dwelling, construction of a front fence and alteration to access to a road in a Transport Zone 2	VCAT application for review lodged by objector Compulsory conference 31 August 2026 Hearing 23 & 24 November 2026

e. Development Plan & Planning Scheme Amendment Summary Report

No relevant amendments to report

LEGEND

PA Planning permit application

VS VicSmart application

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

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

Bold text Officer delegation removed



14. Running the Borough

14.1.	Review of Council Policies
Authors:	Community Development Officer
Theme: Councillor:	Running the Borough Cr Tolhurst

Purpose

The purpose of this report is for Council to consider the following revised Council policy:

- CP002 Community Service Awards

Executive Summary

Council Plan Theme 4. Running the Borough

11. Ensure all decisions are financially sound, sustainable, transparent and accountable to the community.

11.2 Ensure clear, consistent, and accessible communication on decision making, projects, and governance

CP002 Community Service Awards

This policy was first adopted in September 2011 and last revised in October 2022.

The purpose of this policy is to set out the award categories, and the nomination and selection processes for awards that acknowledge community excellence in the Borough of Queenscliffe.

RECOMMENDATION

That Council adopts the revised Council Policy CP022 Community Service Awards as presented.



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.

Discussion

CP002 Community Service Awards

This policy was first adopted in September 2011 and last revised in October 2022. The purpose of this policy is to set out the award categories, and the nomination and selection processes for awards that acknowledge community excellence in the Borough of Queenscliffe.

Other than minor wording amendments, the main proposed changes to the policy are:

1. The addition of a third category 'Rising Community Leader of the Year Award' to recognise younger or emerging volunteers;
2. The addition of the Terms of Reference for the Community Service Awards Reference Group;
3. The change of award from Citizen of the Year to Community Member of the Year; and
4. Remove the requirement for the recipient to be an Australian citizen.

The draft policy with proposed changes is attached.

Options

1. Adopt the revised policy as presented.
2. Request changes or more information regarding the policy before considering it.

Communications and Engagement

Community Engagement

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



Collaboration

Officers have benchmarked with other Councils in the region.

Governance Context

Relevant Law

Local Government Act 2020

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.

Audit and Risk Committee

Not applicable

Regional, State and National Plans and Policies

Not applicable.

Legal and Risk Implications

The legal and risk implications have been considered in association with this report.

Related Documents

Council Plan 2025–2029

Financial Plan 2025–2035

Disclosure of Interest

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

Considerations



Environmental Sustainability

Key policy reviews provide the opportunity to constant assessment of environmental risk factors to the organisation, which assist in limiting unnecessary exposure to risk.

Financial and Resource Implications

There are no additional financial or resource implications arising from the proposed policy changes.

Innovation and Continuous Improvement

This report has been simplified to enhance the transparency of Council operations.

Implementation

Operational Impacts

This project will be delivered with existing operational resources.

Implementation Process

This project will be delivered by existing staff and resources.

Attachments

1. CP002 Community Service Awards DRAFT [**14.1.1** - 4 pages]



15. Caring for the Borough

15.1.	Climate Emergency Response Plan (CERP) Community Engagement Roadmap
Author:	Manager Infrastructure & Environment
Theme: Councillor:	Caring for the Borough Cr Cameron

Purpose

The purpose of this report is to present the proposed Community Engagement Roadmap Climate Strategy (CERP 5-Year Review) for endorsement.

Executive Summary

Council Plan Theme 5. Caring for the Borough

17 Manage and enhance our coastal areas and public open spaces so that they are safe, accessible, enjoyable and resilient to climate impacts.

17.2 Build our environmental resilience to climate change through adaptation and mitigation

This report provides Council with an update on the proposed Engagement Plan Roadmap Climate Strategy (CERP 5-Year Review). The review will support the preparation of a practical, place-based Climate Strategy that recognises progress since the CERP was endorsed in 2021 and identifies realistic priorities, clear delivery responsibilities, investment choices and measurable outcomes.

The proposed engagement approach includes an environment-focused listening post, an Expression of Interest (EOI) process to recruit a representative participant cohort, two facilitated roundtable sessions with key community stakeholders, and a public exhibition period for the draft Climate Strategy. Officers have engaged Nation Partners to support the proposed engagement activities.



RECOMMENDATION

That Council endorses the Engagement Plan Roadmap Climate Strategy (CERP 5-Year Review).



REPORT

Background

The Climate Emergency Response Plan was endorsed by Council on 19 May 2021 and has been a collaboration between Council and the community. Council acknowledges the contribution of Queenscliff Climate Action Now in the evolution of the CERP and its contribution to climate action in the Borough.

Since the CERP was endorsed, climate impacts, government policy and Council practice have continued to evolve. Several issues that were emerging at the time are now reflected in Council policy, embedded in business-as-usual practice and informing decision-making.

The 5-year review provides an opportunity to recognise this progress and shape a practical, place-based Climate Strategy focused on realistic priorities, clear delivery responsibilities, investment choices and measurable outcomes. The proposed Community Engagement Roadmap summary is included as an attachment to this report.

Discussion

The proposed community engagement approach is intended to broaden and deepen community input while providing a clear and manageable pathway to prepare the next Climate Strategy. Officers have engaged Nation Partners to support the proposed community engagement activities for the CERP 5-year Review. The review will test community priorities for climate adaptation, resilience, emissions reduction and partnership-based action, while clarifying what Council can influence, what has already been determined and what sits outside Council control.

Following discussions with Nation Partners and learnings from the recent Federal Government defence property divestment engagement process at Fort Queenscliff, officers recommend an amended roadmap for the CERP Review. The process aims to ensure the community is involved in developing the next Climate Strategy, provide guardrails for listening and respectful discussions, establish the foundations of a repositioned climate strategy, and identify how best to embed climate adaptation and resilience principles into Council's strategic documents.

A listening post event focused on the environment occurred in late August as an informal opportunity for the wider community to connect directly with Councillors and officers regarding environmental matters. Letters were sent to Queenscliffe



Climate Action Now (QCAN) and the Wadawurrung Traditional Owners Aboriginal Corporation to invite them to participate.

The previously proposed series of community and stakeholder workshops will be replaced with two targeted roundtable sessions, supported by broader communications and a later public exhibition period. Participants will receive contextual material before the roundtable sessions, with information also made available through a webinar-style presentation to improve accessibility. Further online opportunities will be made available for non-resident ratepayers to participate.

Roundtable participants will be selected through an advertised Expression of Interest (EOI) process. The Community Vision pillars and consideration of the Borough's demographic diversity will guide representative community participation. Potential participating organisations include Queenscliffe Climate Action Now, Swan Bay Environment Association, Wadawurrung Traditional Owners Aboriginal Corporation, Searoad Ferries, Queenscliff Harbour, traders including hospitality, retail and accommodation, Senior Citizens, sporting club community representatives, Bellarine Community Health, and representatives from the Queenscliffe Historical Museum and Queenscliffe Maritime Museum.

The participants of the Roundtable discussions will be independently selected by Nation Partners. Anyone who has a strong connection to Queenscliffe can apply to join the workshops. A group of approximately 40 participants will be randomly selected. The criteria are applicants must be 18 years or older to apply and be broadly representative of the wider community. Nation Partners will manage participant selection independently of Council. Please note that not all people who apply will be selected as there are limited places available.

Phase	Timing	Purpose	Key activities	Participants	Output
1. Set direction	July–August 2026	Confirm the engagement approach and decision pathway.	Brief Councillors, confirm roadmap, prepare discussion artefacts and	Councillors, Council officers, QCAN, Nation Partners.	Endorsed engagement roadmap and prepared materials.



Phase	Timing	Purpose	Key activities	Participants	Output
			update QCAN.		
2. Engagement and awareness	August 2026	Engage with the broader community on the environment and build awareness of the CERP review process.	Environment theme listening post.	Councillors, Council officers, wider community.	Listening post insights.
3. Recruit and prepare	September 2026	Build a representative and well-informed participant group.	Promote EOI, recruit and select participants, send invitations, welcome pack and webinar materials.	Roundtable applicants, selected participants, community organisations.	Representative participant cohort and shared project understanding.
4. Deliberate	October 2026	Test focus areas, identify gaps and prioritise action.	Deliver webinar and two facilitated roundtable sessions using clear rules of engagement.	Approx. 40 selected participants, Council, Nation Partners.	Roundtable findings, priorities and partnership ideas.
5. Draft strategy	October–November 2026	Translate engagement findings into a practical draft Climate Strategy.	Analyse input, prepare the draft Strategy and close the loop with	Council officers, Nation Partners, roundtable participants.	Draft Strategy and participant feedback summary.



Phase	Timing	Purpose	Key activities	Participants	Output
			roundtable participants.		
6. Exhibit and refine	November 2026–January 2027	Invite wider community feedback on the draft Strategy.	Seek Council endorsement for exhibition, promote the draft and collect submissions.	Wider community, stakeholders, Councillors, Council officers.	Public exhibition feedback and submission themes.
7. Adopt and close loop	March–April 2027	Finalise the Strategy and demonstrate how feedback shaped outcomes.	Review submissions, finalise Strategy, report back to participants and seek Council adoption.	Council, participants, wider community.	Final Climate Strategy, adoption report and close-the-loop communication.

Options

Option 1:

Support the proposed Community Engagement Roadmap, including the environment listening post, Expression of Interest process, two facilitated roundtables and public exhibition period.

Option 2:

Request changes to the proposed engagement approach before proceeding, noting this may delay preparation of the next phase of the Climate Strategy.

Option 3:

Do not proceed with the proposed engagement roadmap at this time, noting this may delay preparation of the next phase of the Climate Strategy.



Communications and Engagement

Community Engagement

The proposed engagement approach is designed to broaden and deepen the community input into the CERP 5-year Review. It includes an environment-themed listening post, targeted stakeholder invitations, an advertised Expression of Interest process, two facilitated roundtable sessions, supporting communications and a later public exhibition period for the draft Climate Strategy.

Collaboration

Officers have engaged Nation Partners to support the proposed community engagement activities. The roadmap also proposes engagement with QCAN, Wadawurrung Traditional Owners Aboriginal Corporation, local community organisations, Councillors, Council officers and the wider community through the listening post, roundtables and public exhibition process.

Governance Context

Relevant Law

Climate Change Act 2017 (Vic)

Local Government Act 2020

Planning and Environment Act 1987

Environment Protection Act 2017

Climate Change Act 2022 (Cth)

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.



Audit and Risk Committee

Not applicable.

Regional, State and National Plans and Policies

Victoria's Climate Change Strategy

Marine and Coastal Act 2018 and the Marine and Coastal Policy 2020

Victoria's Resilient Coast – Adapting for 2100+ framework

Public Health and Wellbeing Plan (particularly climate change impacts on health and community resilience)

National Climate Risk Assessment and National Adaptation Plan

Australia's Nationally Determined Contribution under the Paris Agreement

Legal and Risk Implications

Key risks include limited participation, unrepresentative stakeholder input, unrealistic expectations about Council's role or available resources, and consultation fatigue.

These risks will be managed through clear communication, an advertised EOI process, representative selection criteria, clear rules of engagement, prepared discussion materials, and a public exhibition period to provide wider community feedback.

Related Documents

Annual Plan 2026–2027

Council Plan 2025–2029

Community Vision 2025–2031

Climate Emergency Response Plan 2021–2031

Disclosure of Interest

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

Considerations

Environmental Sustainability

Engagement Plan Roadmap Climate Strategy (CERP 5-Year Review) has direct environmental sustainability implications. The engagement process will test community priorities for climate adaptation, resilience, emissions reduction and partnership-based action, and will help identify how climate adaptation and



resilience principles can be embedded into Council's strategic documents, annual planning frameworks, policies and reporting structures.

Innovation and Continuous Improvement

The proposed community engagement roadmap supports continuous improvement by reflecting on lessons learned from previous engagement processes, repositioning the CERP into a practical Climate Strategy, and establishing a clearer pathway for community input, implementation and future evaluation.

Implementation

Operational Impacts

The review will require officer time to coordinate the roadmap, stakeholder communications, Expression of Interest process, roundtable preparation, public exhibition and reporting. Nation Partners will support engagement design and facilitation.

Implementation Process

This project will be delivered by both existing staff and resources and an external contractor. Subject to Council endorsement, officers will action and implement the engagement roadmap.

Attachments

1. Engagement Plan Roadmap Climate Strategy (CERP 5-Year Review) [**15.1.1** - 7 pages]



15.2.	Coastal and Marine Management Plan
Author:	Strategic Planner
Theme: Councillor:	Caring for the Borough Cr Cameron

Purpose

The purpose of this report is to present the revised draft Borough of Queenscliffe Coastal and Marine Management Plan (CMMP) for endorsement for the purposes of public exhibition.

Executive Summary

Council Plan Theme 5. Caring for the Borough

17 Manage and enhance our coastal areas and public open spaces so that they are safe, accessible, enjoyable and resilient to climate impacts.

18 Recognise and enhance the outstanding heritage attributes, story and built character of the Borough.

The draft CMMP has been prepared in line with the *Marine and Coastal Act 2018* and relevant marine and coastal policies and guidance documents. It outlines how Council managed marine and coastal Crown land will be cared for in partnership with Wadawurrung Traditional Owners, community associations, partner agencies and other stakeholders.

The draft CMMP sets out the following:

- The designated planning area and adjacent land management arrangements;
- A fifteen-year vision and a set of goals and five-year objectives aligned with the *Marine and Coastal Act 2018* objectives and community aspirations;
- An overview of the values of the marine and coastal environment and associated management issues and opportunities, informed by community and stakeholder input;
- Overarching and precinct scale actions; and
- Implementation arrangements and monitoring, evaluation and reporting framework.



The draft CMMP must be publicly exhibited and approved by the Minister before it can be used to inform the management of marine and coastal Crown land. Council endorsement of the CMMP is required before the document can be exhibited.

RECOMMENDATION

That Council endorse the draft Borough of Queenscliffe Coastal and Marine Management Plan (29 July 2026) for the purpose of public exhibition in accordance with Section 60 (1) of the *Marine and Coastal Act 2018*.



REPORT

Background

The Borough of Queenscliffe existing Coastal and Marine Management Plan (CMMP) was prepared in 2006.

Preparing a Coastal and Marine Management Plan (CMMP) is required under the *Marine and Coastal Act 2018*. A CMMP is prepared by a Crown land manager responsible for marine and coastal Crown land. Marine and coastal Crown land is state-owned land within 200 metres inland of the high-water mark of the sea that has been declared marine and coastal Crown land under the *Marine and Coastal Act 2018*.

The State Government may appoint a land manager to manage a specific area of Crown land. This responsibility may be assigned to local government, Parks Victoria, authorities such as the Great Ocean Road Coast and Parks Authority, or other committees of management. The Borough of Queenscliffe is the nominated land manager for approximately 107 hectares of marine and coastal Crown land in the municipality. While this represents most of the Borough's marine and coastal Crown land, several other managers also operate within the municipality, including Parks Victoria, the Department of Energy, Environment and Climate Action (DEECA), the Victorian Fisheries Authority and The Bellarine Railway.

Under the *Marine and Coastal Act 2018*, a land manager may choose, or be asked by the Minister, to prepare a CMMP for the land they manage. In 2019, the Minister requested that the Borough of Queenscliffe prepare a CMMP. Under section 57(3) of the *Marine and Coastal Act 2018*, a CMMP must be prepared if directed by the Minister.

The Draft CMMP (December 2024) was considered at the Council meeting on 11 December 2024, with a recommendation that it be adopted and submitted to the Minister for approval. The draft followed an extensive consultation process that began in 2020, including the release of an *Issues and Opportunities* paper for community and stakeholder engagement, input from a Project Working Group and Project Steering Committee, and a formal exhibition period in June and July 2024. In December 2024 Council resolved to defer consideration of the Draft CMMP for three



months to give the new Council more time to be briefed and understand the document.

In May 2025, Councillors requested amendments to the Draft CMMP. Officers discussed the proposed changes with representatives from the Wadawurrung Traditional Owners Aboriginal Corporation (WOTAC) and DEECA in June and July 2025. Both parties raised concerns that the changes were substantial and affected how the plan had been developed and intended to be implemented in partnership with Traditional Owners.

In September 2025, DEECA confirmed these concerns after reviewing the amendments to the Draft CMMP 2024 for consistency with legislation and State government policy. DEECA advised that it would not recommend the amended version for Ministerial approval under section 61 of the *Marine and Coastal Act 2018*.

In February 2026 Councillors requested further revisions to the document to gain support from DEECA. In addition, the revised CMMP was to:

- Simplify and reduce the length of the document to make it more user-friendly and deliverable.
- Delete actions that cannot be achieved within the timeframe and available funding.
- Remove the repetition on text.

The revised document for consideration is known as Draft Coastal and Marine and Management Plan, (29 July 2026).

Discussion

The Draft CMMP (29 July 2026) has been amended to align with the *Marine and Coastal Act 2018*, the Marine and Coastal Policy, and DEECA guidance, including the Coastal and Marine Management Plan Guidelines 2023. It retains the format of the Draft 2024 CMMP, which was developed with key stakeholder groups through an extensive consultation program and with DEECA support.

As a 15-year strategic document, the CMMP is aspirational and identifies ongoing, short-term, long-term and future opportunities for on-ground actions to guide future management. It identifies key infrastructure improvements for Council to



deliver as the sole delivery agency, as well as opportunities for funding and works by other agencies. Action delivery will be prioritised with consideration of Council's limited resources and assessed through the annual budget process. The CMMP's long-term vision also allows Council to reassess actions according to budget and urgency, while providing a strong evidence base to support works through the budget process and seek additional funding where available.

Key Changes from CMMP (December 2024)

The revised CMMP retains the structure of the exhibited document, with actions grouped under the broader 5 year objectives and under seven precincts. The precincts are defined and guided by each precinct's landscape characteristics and existing management arrangements. For example, actions for Precinct 1, which includes the Lighthouse Reserve at Point Lonsdale, differ from those for Precinct 2, which includes the Point Lonsdale front beach. The key changes can be summarised as follows:

- Minor amendment to the wording of the fifteen year vision of the document to state:
Our resilient marine and coastal environment, with its rich living heritage and culture is valued by all. Working alongside Wadawurrung Traditional Owners and our coastal communities, we collaborate to protect and care for this special place now and in the future.
- No change to the original five goals with a reduction in the number of overarching actions under the five goals 50 to 36 as follows:
 - **Goal 1** Wadawurrung connections, rights and interests – actions reduced from 10 to 7.
 - **Goal 2** Marine and coastal environment – actions reduced from 11 to 6.
 - **Goal 3** Coastal processes and climate change – actions remain at 3.
 - **Goal 4** Sustainable use and development – actions reduced from 15 to 10.
 - **Goal 5** Stewardship, knowledge and collaboration – actions reduced from 11 to 10.
- No change to identified Precincts remaining at 7 with a reduction in the number of actions from 72 to 54 under the following precincts:
 - **Precinct 1** Fellows Road to Point Lonsdale Lighthouse – actions reduced 18 to 12.



- **Precinct 2** Rip View Carpark to Golightly Caravan Park – actions reduced from 14 to 10.
 - **Precinct 3** Golightly Park to Camp Wyuna – actions remain at 9.
 - **Precinct 4** Camp Wyuna to Queenscliff Recreation Reserve – actions reduced from 6 to 5.
 - **Precinct 5** Shortlands Bluff to the northern boundary of Fort Queenscliff – actions remain at 5.
 - **Precinct 6** Northern boundary of Fort Queenscliff to Queenscliff pier – actions reduced from 13 to 9.
 - **Precinct 7** Queenscliff Boat Ramp and 24 Wharf Street – actions reduced from 7 to 4.
- Deletion of repetitive “values” and “management issues” that are common under each precinct and retaining those specific to the individual precinct.
 - Combining the Precinct Action Plans and Implementation Plan to avoid repetition.

It is noted that the revised document contains minor typographical, and grammatical errors. The document will be comprehensively reviewed prior to reporting the CMMP to Council after the completion of the exhibition period.

Strategic Priorities

Overall, the CMMP includes 90 goals and actions, with the Borough identified as the sole delivery agency for 22 actions. Of these, 15 are fully funded or achievable within existing resourcing and staffing. The remaining seven would need to be considered through the annual budget and reporting process.

Work on the CMMP began in 2019, with 67 of the 90 actions originally identified as short term and intended to commence within the first two years of the Plan. Since that time more than 20 actions have commenced and progressed to “ongoing” or “business as usual.” These actions should remain in the CMMP to document Council’s approach to managing complex issues. Examples include:

- Following completion of the *Queenscliff Beach and Stability Study* in 2024, Council now routinely monitors cliff stability and develops Trigger Action



Response Plans (TARPs) as needed. This approach is now included as a “business as usual” action for six of the seven precincts.

- Ongoing responsibilities for native vegetation and weed management are being delivered in line with the *Vegetation & Biodiversity Value Assessment 2025*. This comprehensive assessment, completed with a \$50,000 DEECA grant, justifies Council’s management strategies.
- Action 4.3 — Completing the *Open Space Asset Management Plan* supports a key objective for sustainable use and development. The project is underway and, once complete, will strengthen Council’s evidence base for foreshore asset renewal decisions (page 43).
- Action P2.4 — Managing sand build-up on public infrastructure at the Point Lonsdale Promenade, within Precinct 2 (Rip View Carpark to Golightly Caravan Park), is now an ongoing operation (page 62).

The priority of future actions to be delivered by Council as the sole agency may need to be reviewed after exhibition of the revised CMMP, as the number of deliverable actions has been significantly reduced from the December 2024 version.

Implementation Arrangements

Chapter 10 of the CMMP outlines implementation and reporting arrangements. Implementation would be overseen by a committee comprising Council representatives and other Crown land stakeholders. The committee would be established after adoption of the CMMP to provide clear, ongoing governance and help identify and manage issues involving multiple agencies.

Delivery of the CMMP is expected to occur within Council’s existing operational structure, through capital works and maintenance programs coordinated by Infrastructure and Environment, with support from other teams such as Planning and Local Laws as required.

CMMP short term priorities would be identified through the development of an annual Implementation Plan assessed through the budget and reporting process with progress evaluated against delivery of actions. As the CMMP sets a longer-term vision, it allows flexibility to reassess actions based on budget and urgency. Council Officers would provide quarterly progress reports against Council’s Annual Plan.



Options

1. That Council endorses the draft Coastal and Marine Management Plan for the purpose of public exhibition.
2. That Council requests changes to the draft CMMP prior to releasing the document for public exhibition.
3. That Council elects to put the project on hold.

Communications and Engagement

Community Engagement

The purpose of this report is to inform the community regarding this proposal and seek to involve the community in this project.

Under the *Marine and Coastal Act 2018*, consultation on a CMMP must occur before seeking Ministerial approval.

Given the time elapsed since the draft document was exhibited in June/July 2024 and the extent of the changes made, it is proposed that the revised CMMP be placed on public exhibition. For consistency with previous practice, it is recommended the following public consultation is undertaken:

- Revised Plan to be available on the Council website for minimum of 28 days and advertised in the Victorian Government Gazette, the Geelong Advertiser, the Bellarine Times and via Council's social media.
- In addition:
 - A media release to be issued and published in the Bellarine Times.
 - Direct contact with previous submitters, community groups and organisations with an invite to make a further submission.
 - Council officers to be available at selected times.

Collaboration

Officers have collaborated with DEECA (Department of Energy, Environment and Climate Action) regarding the revisions made to the CMMP.

A copy of the revised document has been provided to the Wadawurrung Traditional Owners Aboriginal Corporation (WOTAC) with an opportunity to discuss the changes.



Wadawurrung have recently indicated they would like to discuss the changes during the public exhibition period.

Governance Context

Relevant Law

Marine and Coastal Act 2018

Charter of Human Rights

This report has taken into consideration, 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.

Audit and Risk Committee

Not applicable.

Regional, State and National Plans and Policies

Coastal and Marine Management Plan Guidelines 2023

Marine and Coastal Policy 2020

Queenscliffe Planning Scheme

Legal and Risk Implications

The legal and risk implications have been considered in association with this report.

Related Documents

Annual Plan 2026–2027

Council Plan 2025–2029

Community Vision 2025–2031

Climate Emergency Response Plan 2021–2031

Financial Plan 2025–2035



Asset Plan 2025–2035
Queenscliffe Planning Scheme

Disclosure of Interest

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

Considerations

Environmental Sustainability

The Council Plan provides information in relation to Council commitment to environmental sustainability.

Financial and Resource Implications

This project is subject to additional Council resources and budget considerations.

Innovation and Continuous Improvement

This report has been simplified to enhance the transparency of Council operations.

Implementation

Operational Impacts

This project relies on additional resources to be successfully delivered.

Implementation Process

Officers are yet to determine how this project can be delivered within existing resources.

Attachments

1. Coastal Marine and Management Plan 29 July 2026 [**15.2.1** - 110 pages]



16. List of Council Meetings

Councillor Listening Post - Environment

Monday 31 August 2026 at 5:00pm to 8:00pm

Wirrng Wirrng / Queenscliffe Hub

Planning Review Meeting

Wednesday 16 September 2026 at 6:30pm (if required)

Ordinary Meeting of Council

Wednesday 30 September 2026 at 6:30pm

Wirrng Wirrng / Queenscliffe Hub

17. Questions Without Notice

17.1. Questions Without Notice Status Update

No Questions Without Notice are outstanding.

17.2. Questions Without Notice

The Chair will call for questions without notice.

18. Urgent Business

In accordance with the Governance Rules, business must not be admitted by the Chairperson as Urgent Business unless: (1) it relates to or arises out of a matter which has arisen since distribution of the agenda, and (2) it cannot safely or conveniently be deferred until the next Council meeting; and (3) Council resolves to admit the item considered to be Urgent Business. Note Notices of Motion will not be admitted into Urgent Business unless determined otherwise by the Chairperson.



19. Closed Session of Meeting

The Chair will close the meeting to consider confidential items.

RECOMMENDATION

Time:

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:

19.1. Major Event Sponsorship Funding Request from the Queenscliffe Maritime Museum

This agenda item is deemed to contain confidential information as per section 3(1)(g) of the *Local Government Act 2020* as it contains private commercial information, being information provided by a business, commercial or financial undertaking that relates to trade secrets or if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage. This ground applies as the report contains confidential funding allocation.

20. Ratification of Confidential Items

Having considered confidential items, the Chair will resume the meeting.

RECOMMENDATION

Time:

That Council reopen the meeting and resume standing orders.

RECOMMENDATION

That the decisions made in camera be ratified by Council.



21. Close of Meeting

The meeting will be declared closed.



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

The Borough of Queenscliffe Governance Rules (chapter 6, clause 1) 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:

- 1.1 is scheduled or planned outside of an Ordinary Meeting of Council for the purpose of discussing the business of Council or briefing Councillors; and*
- 1.2 is attended by at least one senior member of Council staff; and*
- 1.3 all Councillors have been invited by the Chief Executive Officer; and*
- 1.4 a majority of Councillors are present; and*
- 1.5 is not a Delegated Committee meeting or Community Asset Committee meeting.*

Informal Meeting	Councillors	Officers	Agenda items	Conflict of interest disclosures
Councillor Assembly Briefing 22 July 2026 4:58pm – 5:40pm Wirrng Wirrng	Cr Cameron Cr Monahan Cr Grigau, Mayor Cr Tolhurst	Jane Grover, CEO Tim Crawford, MCRS Gihan Kohobange, MFS Stuart Hansen, MIE Abbey Tatterson, MCE	1. Meeting Agenda & meeting procedures 2. Public Questions & proposed responses 3. Urgent business item as a standing Council agenda item	Nil.
CEO & Councillor Meeting 10 August 2026 5:00pm – 6:17pm	Cr Cameron Cr Monahan Cr Rule Cr Grigau, Mayor	Jane Grover, CEO	1. Queenscliff Kindergarten 2. Victoria Park Policy 3. Mercer Street	Nil.



Informal Meeting	Councillors	Officers	Agenda items	Conflict of interest disclosures
CEO Office	Cr Tolhurst		4. Request for a meeting with Sonya Kilkenny, Minister for Planning 5. Councillor correspondence and open letters/letitions regarding the Queenscliffe Climate Emergency Response Plan (CERP)	
Councillor Assembly Briefing 12 August 2026 9:01am – 2:30pm Wirrng Wirrng	Cr Cameron Cr Monahan Cr Rule Cr Grigau, Mayor Cr Tolhurst	Jane Grover, CEO Tim Crawford, MCRS Gihan Kohobange, MFS Abbey Tatterson, MCE Steve Quick, RIE Jodie Hunt, FSC Makenna Bryon, CC Carly Douglas, CSRO Shelley Sutton, CDO Rebecca Petit-Bramwell, CERP Jenni Walker, HR&GC Belinda Bennett, HR&OD Jackie Fletcher, EA	1. Safer Local Roads & streets program update 2. Hesse Street Bus Stop location review 3. Draft Climate Emergency Response Plan Community Engagement roadmap 4. Coastal & Marine Management Plan Community Consultation 5. Pre-Budget 2027/26 Community Engagement process 6. Budget update: 2025/26 year-end financial result 7. Ballara Foundation update 8. Queenscliffe Maritime Museum major event sponsorship request 9. Councillor Mandatory Professional development 10. Review of Council Policies: a. CP002 Community Service Awards	Cr Grigau declared a general conflict at item 1. Safer local roads & streets project update. Cr Grigau left the meeting for the item. Cr Monahan & Cr Cameron both declared a general conflict of interest at item 10b. Review of Council Policy: CP029 Use of Council Facilities. Each are on the board of community



Informal Meeting	Councillors	Officers	Agenda items	Conflict of interest disclosures
			b. CP029 Use of Council Facilities 11. Queenscliffe Hub Auditorium hire fees clarification 12. Council Listening Post on 31 August 2026	groups that use Council facilities.

CEO – Chief Executive Officer	CC – Communications Coordinator	CO – Communications Officer
CERP – Project Officer, Climate Emergency Response Plan	CSC – Community Services Coordinator	CDO – Community Development Officer
EA – Executive Assistant to the CEO, Mayor & Councillors	FSC – Financial Services Coordinator	HR&GC – HR & Governance Coordinator
HR&OD – HR & Organisational Development Advisor	MCE – Manager Customer Experience	MFS – Manager Finance & ICT Services
MIE – Manager Infrastructure & Environment	MPCS – Manager Community & Regulatory Services	RIE – Roads Infrastructure Engineer
SP – Senior Planner	STP – Strategic Planner	VFO – Vegetation & Foreshore Officer