



Borough of Queenscliffe

Council Plan 2009-2013

Final Progress Report For the quarter ended 30 June 2010

GOVERNANCE, FINANCE & EXTERNAL RELATIONS

Strategic Direction

Providing accountable governance and long term sustainable financial management

2009-2010 Business Plan Priority Actions	Status
<p>Develop a strategic financial plan</p>	<p>Completed Continuing in 2010/11</p>
<p>The plan was presented to Council at the Ordinary Council Meeting on Wednesday 28th April 2010 and placed on public display with the 2010/11 Draft Budget. Further discussions will take place with both the Governance and External Relations Portfolio Reference Group and the Council in the first quarter of 2010/11.</p>	
<p>Minimise rate increases</p>	<p>Completed Continuing in 2010/11</p>
<p>Budget for 2009/10 delivered rate increases of 3.5%.</p>	
<p>Maximise state and federal grant revenue for Business Plan priorities</p>	<p>Completed Continuing in 2010/11</p>
<p>Officers have a high level of awareness of the Council's Business Plan priority to increase state and federal grant revenue. In 2009/10 new grant funding was secured for a range of capital works and new initiatives including:</p>	
<p>Successful applications for State Government funding</p>	
<ul style="list-style-type: none"> • Senior Citizens Subsidy - \$8,000 • Princess and Citizens Park Development project seeking - \$250,000 • Point Lonsdale Bowls Club - stage 2 from Sport and Recreation Victoria - \$60,000 • Queenscliff Netball Lighting Project - \$20,417 • Point Lonsdale Surf Life Saving Club beach access ramp - \$50,000 • Ocean View Stormwater Pipe removal - \$20,000 • Removal of dangerous trees grant funding from the Department of Sustainability & Environment - \$50,000 • Point Lonsdale sea-wall repairs - \$10,000 • Beach cleaning - \$9,000 • Municipal Association of Victoria Bushfire Preparation - \$7,690 • Heritage Officer - \$14,000 (recurrent funding) • Funding to monitor tobacco sales to minors - \$10,000 • Transport Accident Commission Road Safety Plan - \$20,000 	
<p>Successful applications for Federal Government funding</p>	
<ul style="list-style-type: none"> • Aged Care Packages - \$62,300 recurrent funding (State & Federal Government) • Queenscliff Playspace - \$100,000 • Queenscliff Maritime Museum - \$69,158 • Point Lonsdale Surf Life Saving Club beach access ramp - \$30,000 • Restoration Fund for the Kirk Road War Memorial restoration works - \$9,890 • Roads to recovery funding allocation - \$144,000 (funds to be claimed in 2010/11 and 2011/12) 	
<p>Unsuccessful funding applications</p>	
<ul style="list-style-type: none"> • Council's application to the Federal Government for funding towards the re-development of the Monahan Centre was unsuccessful. • Council also unsuccessfully applied to the State Government for funding to upgrade one bowling green to a synthetic surface and this application was not successful. 	
<p>All grant acquittals were completed by the due date. Council's Grants Commission Return was completed as required.</p>	

Increase revenue by developing cabins and caravan parks	Completed Continuing in 2010/11
<p>Cabins installed in 2008/09 have been high in demand over the temperate and summer months as indicated by the quarterly revenue information below.</p> <ul style="list-style-type: none"> • 1 January 2009 - 30 June 2009 = \$52,000 • 1 July - 30 September 2009 = \$22,400 • 1 October - 31 December 2009 = \$34,500 • 1 January - 31 March 2010 = \$46,170 • 1 April - 30 June 2010 = \$27,921 <p>The tender process for the purchase of an additional cabin to be located alongside the new cabins in the Queenscliff Recreation Reserve has been completed with delivery expected in the first quarter of 2010/11.</p>	

Investigate resource sharing with neighbouring municipalities and other organisations	Completed Continuing in 2010/11
<p>During 2009/10 a range of actions were undertaken to increase opportunities for resource sharing with neighbouring municipalities. These included the following initiatives:</p> <ul style="list-style-type: none"> • Examining the option of sharing an employee with neighbouring municipalities to deliver the Borough's Public Health roles and responsibilities. The Borough Council was fortunate to recruit a Public Health Officer and complement this with assistance from the City of Greater Geelong when the officer is taking leave or at times when emergencies occur. • Council are continuing discussion with the State Government, the City of Greater Geelong and Bellarine Community Health Service to determine the most effective and sustainable approach to delivering Maternal and Child Health services in the Borough. • Undertaking a joint strategic plan with the City of Greater Geelong in response to the Federal Government's commitment to increase the level of kindergarten program hours for 4 year olds. • Establishing a shared Municipal Emergency Coordination Centre with the City of Greater Geelong on those days of state or regional extreme and catastrophic risk. The Borough Municipal Emergency Coordination Centre will still be established when emergency events occur in the municipality. • Establishing a shared Municipal Fire Prevention Planning Committee with the City of Greater Geelong. • Actively participating in the network of Sustainability Officers from municipalities in the G21 region and conducting shared waste management programs. 	

Reinstate community portfolio groups and community plan process	Completed Continuing in 2010/11
<p>Council established five Portfolio Reference Groups reflecting the five Strategic Directions of the Council Plan 2009 - 2013. The level of community interest in participating on a Portfolio Reference Group was very impressive with Council receiving 85 applications. Each reference group is chaired by the relevant portfolio Councillor and has a cross section of community membership with a high level of knowledge and expertise. Portfolio Reference Groups continue to have an active role in assisting Council to shape policy and planning activities and were engaged in a draft 2010/11 Council Plan and budget presentation in April 2010.</p> <p>The community planning process in the Borough commenced in 2007 and identified a set of priority projects. During 2009/10 Council placed a particular emphasis on progressing these priorities including the Queenscliff Playspace project (completed March 2010), Hesse Street Revitalisation project (plan adopted by Council in June 2010) and establishing the indigenous garden at the former High School site (with an MOU established between Council and the Point Lonsdale Primary School in 2009).</p>	

Commence process for municipal boundary relocation	In progress
<p>Council has progressed preliminary discussions with the City of Greater Geelong on this matter with a meeting between Mayor Merriman and Cr Butler from the Borough and Mayor Mitchell and Cr Farrell from the City Council. The CoGG Councillors indicated that while they would not support any change to the municipal boundary, they understood that the Borough of Queenscliffe Council would want to progress an independent plebiscite to more formally gauge the level community support for any change to the municipal boundary.</p>	

Advocate for improved public transport with regional organisation and State and Federal Government	Completed Continuing in 2010/11
<p>Council has played an active role in advocating for improved public transport in the Borough of Queenscliffe with the CEO chairing the G21 Public Transport Reference Group. In September 2009 the State Government announced their commitment to improving public bus transport provision on the Bellarine Peninsula. These improvements are yet to be realised so Council will need to maintain 'pressure' on the State Government to ensure these improvements are delivered.</p> <p>Council officers are actively involved in the Bellarine Transport Connections project with the City of Greater Geelong and Bellarine Health Services. A new coastal bus service between Queenscliff and Torquay commenced in December 2009 and was trialled over the 2009/10 summer period. Young people living on the Bellarine Peninsula played a central role in advocating for this service.</p> <p>Council has chaired the G21 region working group to progress an 'Integrated Public Transport Action Plan' for the region for the period 2010 - 2014. The Project Brief will be presented to the G21 Board for consideration in August 2010.</p>	

Advocate and seek to resolve key issues surrounding Queenscliff's marine precinct	Completed Continuing in 2010/11
<p>Through the Mayor and CEO, Council played an active role in advocating to the State Government on a range of priority issues of concern to businesses and boat owners associated with the new Queenscliff Harbour development. While Council is well aware of the benefits of the new harbour, Council is keen to work with Queenscliff Harbour P/L and Parks Victoria to resolve outstanding issues related to the effective operation of the 'working harbour' as well as berthing fee levels impacting on all people covered under the moratorium.</p> <p>Lisa Neville, MLA, Member for Bellarine has played an important role in brokering meetings between Council and Parks Victoria related to the Queenscliff Harbour.</p> <p>As part of Council's advocacy to the State Government regarding issues impacting on businesses and boat owners associated with the Queenscliff Harbour Council has outlined its proposal to ensure that moorings are available for boat owners at the conclusion of the fee moratorium.</p>	

Develop and implement a Council customer service charter	Completed
<p>The Council Customer Service Charter was prepared, presented to a Council workshop then formally adopted by Council at the June 2010 Council meeting.</p>	

Review risk management policies and practices	Completed Continuing in 2010/11
<p>Council's Audit Committee includes a majority of independent members (including an independent chairperson) and two Councillors. The CEO and senior management prepare agenda reports and attend all meetings along with Council's internal auditor.</p> <p>During 2009/10 the key developments in risk management practice included:</p> <ul style="list-style-type: none"> • Addressing a significant number of outstanding matters related to risk management reports presented to Council by the internal auditor between 2004 - 2008; • Preparing amendments to Council's Risk Management policy that were subsequently adopted by Council at its December 2009 meeting • Preparing amendments to Council's Fraud policy that were adopted by Council at its December 2009 meeting; • Reviewing and progressing improvements to Council's Risk Register and linking this to officer responsibilities. <p>It should be noted that the Climate Change risk management workshop conducted by AECOM consultants on 23 March 2010 involved staff, Councillors and emergency services within the Borough and identified specific risks and actions to be included in Council's risk register document.</p> <p>The Civic Mutual Plus (CMP) public liability and professional indemnity audit result was received in January 2010. Whilst there is still a long way to go in improving upon this score, the result of our efforts to date is a movement from the interim score of 38% to a final score of 49%. The Risk Management Committee continued to work through the outstanding items related to this audit, with officers providing progress reports to the Audit Committee twice yearly. The next CMP audit will be conducted in October 2011.</p>	

Rationalise and maximise the return on Council assets within social and environmental constraints	In progress
<p>Council finalised its review of a number of lease agreements, with some negotiations planned to take place in 2010/11. Other venue hire revenue opportunities are yet to be explored.</p> <p>The review and future use of assets in terms of utilisation and rationalisation is identified in the Strategic Financial Plan and will be the subject of further examination by Council in 2010/11.</p> <p>Fees & charges schedule in 2010/11 budget proposes to increase the return on assets where appropriate with the introduction of benchmarking against other like services and organisations.</p>	

Identify and resolve key issues related to the Defence Department's use of Fort Queenscliff	Completed Continuing in 2010/11
<p>The significant role of the Fort and Department of Defence in the social and economic fabric of the Borough was the focus of a meeting between Mayor Merriman and The Hon Senator John Faulkner, Minister for Defence, in June 2009. At this meeting the Mayor sought an undertaking of the earliest possible advice as to the future of the Fort highlighting that the Borough did not wish to be placed in the same position as previously experienced with the move of the Defence Officer training activities to Canberra. The Mayor also presented the Minister with a detailed written submission outlining the history and significance of the Department's presence in Queenscliff and reasons for our concern.</p> <p>In June 2010 the Mayor and CEO met with The Hon Dr Mike Kelly, Parliamentary Secretary for Defence Support, to again reinforced the importance of the Fort and the Department of Defence to the Borough. Dr Kelly acknowledged the this connection and the importance of the Borough Council and community receiving early advice regarding any changes to the presence of the Department of Defence.</p>	

Improve Council's website	Completed Continuing in 2010/11
<p>The new Borough of Queenscliffe website went live on 30 June 2010 and was officially launched on Tuesday 6 July 2010 at the monthly Queenscliff Lonsdale Tourism meeting held at the Victoria Hotel in Queenscliff. The functionality and content of the website meets the requirements of the Local Government Act. Key features of the new website include improved functionality, ease of use and graphic presentation as well as increased quality and standard of information. New information will be progressively added in priority areas reflected in the Council Plan.</p> <p>The website also provides an immediate link to local, regional, state and national tourism information. This function will be progressively improved with assistance from Geelong Otway Tourism over the initial part of 2010/11.</p>	

SUSTAINABILITY & LOCAL ENVIRONMENT

Strategic Direction

Living sustainably and protecting and restoring our diverse environment

2009-2010 Business Plan Priority Actions	Status
<p>Identify future priorities for development of bike paths and walking tracks throughout the Borough and surrounds</p>	<p>Completed Continuing in 2010/11</p>
<p>Council successfully applied to the State Government for funding for the Princess and Citizens Parks Development project. The \$250K grant will enable Council to complete an upgrade of the pathway between the Queenscliff Pier and Fort Queenscliff, via Princess Park, the new Queenscliff Playspace and Citizens Park.</p> <p>Council and Parks Victoria has prepared a draft concept plan for improvements to the Foreshore area, including a walking path and beach access between the Ferry Terminal and the Queenscliff Pier. Council will seek community feedback on the draft concept plan during July 2010.</p> <p>Council endorsed the Road and Footpath condition assessment report prepared by Peter Maloney at its 19 May 2010 meeting and included a commitment to undertake a further assessment of footpaths as part of its Council Plan priorities in 2010/11.</p>	
<p>Develop and implement the Tree Management, Removal and Replacement Strategy ensuring timely replacement of mature exotic tree specimens and replanting regimes</p>	<p>Completed Continuing in 2010/11</p>
<p>Council completed a comprehensive planning and community consultation process that resulted in John Patrick consultants developing a Tree Removal, Management and Replacement Strategy for Princess, Citizens and Victoria Parks that was endorsed by Council. This tree management process included commissioning a quantitative tree risk assessment report for all trees initially recommended for removal. Council considered these reports at a Special Meeting of Council on 9 October 2009. Council resolved to implement a strategy that includes a limited number of tree removals, a series of other tree and risk management interventions in each park and an extensive replanting program.</p> <p>All tree removals were completed prior to Christmas 2009. A Vegetation Advisory Group was established to advise on replanting. In the final months of 2009/10, 14 Port Jackson Figs were planted in Gellibrand Street, Queenscliff and 28 trees of various species planted in Princess Park.</p> <p>In 2010/11 the Vegetation Advisory Group will continue to meet with and inform Council officers of priority actions regarding planting and tree management practice across Princess, Citizens and Victoria Parks.</p>	
<p>Progress further stages of the ICLEI program to produce a strategy to move the Council by 2013 and community by 2020 to carbon neutrality and progress the strategy to inform the 2010/2011 Budget</p>	<p>Completed</p>
<p>At the Council meeting on 15 December 2009, Council resolved to <i>'Discontinue the Council Plan 2009/10 priority actions concerning participating in ICLEI and joining ECObuy and progress the development of a Borough of Queenscliff Sustainability Action Plan with the overall goal for Council to be carbon neutral by 2013 and for the community to achieve this outcome by 2020'</i>. Development of the Sustainability Plan included a community consultation process with input from approximately 60 community members during February and March 2010 and review of the draft plan undertaken by the Sustainable Living Steering Committee chaired by Cr Davies.</p> <p>The draft Sustainable Living Action Plan was presented to the 23 June 2010 Council Meeting and is now on public exhibition seeking community feedback. The actions contained in this Plan have been included in the draft 2010/11 budget.</p>	

Continue to advocate to State and Federal Governments for an expansion of 'Port Phillip Bay (Western Shoreline) and Bellarine Peninsula' Ramsar site to include the Core Wetlands and surrounding land of the Lonsdale Lakes Wetland Complex and Sand Island	In progress
<p>At the 18 November 2009 Council meeting, a report was presented outlining the status of the Ramsar boundary. It was recommended that Council support the expansion of the Ramsar boundary to include Lagers cutting but highlighted that without state government support it was unlikely to be accepted, as the State Government had indicated that no new applications would be considered prior to the release of their white paper on "Land and Biodiversity" and the "Victorian Strategy for Healthy Wetlands, Rivers and Estuaries." It was decided to further investigate the possibility of a Wetland Management Strategy and make representation to the City of Greater Geelong Councillors to seek support from the State Minister of the Environment to support a new application.</p> <p>No funding opportunities have been identified to develop a Wetland Management Strategy.</p>	

Establish a Sustainability Officer position	Completed
<p>Council allocated funding in the 2009/10 budget to establish the first sustainability officer role in the Borough. Sam Smith was the successful candidate and she commenced in the role of Sustainability Officer in September 2009.</p>	

Facilitate programs to assist residents' access to sustainability products including solar hot water, water tanks and solar panels	Completed
<p>Council's Sustainability Officer has provided one-on-one support and information to residents, rate payers and community groups that call or make appointments to discuss their needs regarding accessing information on products that enhance sustainability at home. The Sustainability Officer has also facilitated information sessions at the Queenscliffe Neighbourhood House on solar hot water, solar power, available Government Rebates and opportunities available for bulk buying related products. The information sessions were well received by the community.</p> <p>The Sustainable Living component of the new Council website has been developed and is due to be implemented in late July 2010. This will provide residents, ratepayers and anyone access the Borough Council website with information related to living sustainably and sustainability products.</p>	

Investigate the installation of energy efficient street lighting	Completed
<p>More energy efficient street lighting is now able to be installed in place of the existing 80W Mercury Vapour (MV80) lamps. A key step in this process of evaluating the best product for the Borough is to spatially map the locations of the Borough's existing MV80 street lighting. Council is also gathering information on the outcomes of street lighting replacement in other municipalities in Victoria that have now been fitted with more efficient lamp alternatives.</p> <p>Council is supporting the campaign being conducted by the Municipal Association of Victoria advocating for state and/or federal funding to assist Local Council's to switch to Energy Efficient Lighting.</p>	

Join Eco Buy	Completed
<p>At the Council meeting on 15 December 2009, Council resolved to <i>'Discontinue the Council Plan 2009/10 priority actions concerning participating in ICLEI and joining ECObuy and progress the development of a Borough of Queenscliffe Sustainability Action Plan with the overall goal for Council to be carbon neutral by 2013 and for the community to achieve this outcome by 2020'</i>. Development of the Sustainability Plan included a community consultation process with input from approximately 60 community members during February and March 2010 and review of the draft plan undertaken by the Sustainable Living Steering Committee chaired by Cr Davies.</p> <p>The draft Sustainable Living Action Plan was presented to the 23 June 2010 Council Meeting and is now on public exhibition seeking community feedback. The actions contained in this Plan have been included in the draft 2010/11 budget.</p>	

Work with local environment groups and the community to reduce and prevent spread of noxious and environmental weeds in the Borough	Completed
<p>Council continued its partnership with the Bellarine Catchment Network to engage the community in reducing weed infestation with a particular focus on 'The Narrows'. The three year review of this partnership to extend this arrangement has been completed.</p> <p>In addition Council is capitalising on opportunities to utilise Corrective Services that enable significant environmental programs to be implemented for a limited cost outlay. Use of the Corrections Victoria program has been expanded and this has enabled significant progress on weed removal and revegetation in various locations through 2009/10.</p>	

Advocate for a move to carbon neutrality	Completed Continuing in 2010/11
<p>At the Council meeting on 15 December 2009, Council resolved to <i>'Discontinue the Council Plan 2009/10 priority actions concerning participating in ICLEI and joining ECObuy and progress the development of a Borough of Queenscliffe Sustainability Action Plan with the overall goal for Council to be carbon neutral by 2013 and for the community to achieve this outcome by 2020'</i>. The draft Sustainable Living Action Plan was presented to the 23 June 2010 Council Meeting and is now on public exhibition seeking community feedback. The actions contained in this Plan have been included in the draft 2010/11 budget.</p> <p>The Sustainable Living Action Plan includes a series of actions and potential costs that work towards the Council being carbon neutral by 2013 and the community by 2020, including steps to encourage behaviour change and enhance communication and uptake of information within the community, establishing a monitoring system and appointing a consultant to work with the community and Council to prepare a Carbon Neutral Action Plan.</p> <p>Council played an active role in supporting a range of motions seeking to reduce carbon emissions that were presented at the Municipal Association of Victoria's Board meetings during 2009/10.</p>	

Identify funding opportunities that would enable Council to progress a 'Wetlands Strategy'	Completed Continuing in 2010/11
<p>Discussions with the State Government and the Corangamite Catchment Management Authority highlighted that at this point in time there was no funding available to progress a wetland strategy. The sustainability officer will continue to investigate funding opportunities in 2010/11.</p>	

BUSINESS & TOURISM

Strategic Direction

Supporting local businesses and tourism by providing an environment in which they can both flourish

2009-2010 Business Plan Priority Actions	Status
Implement opportunities arising from the Tourism Infrastructure Opportunities Study.	Completed Continuing in 2010/11
<p>Four actions have been progressed that arise from the Tourism Infrastructure Opportunities Study endorsed by Council in June 2009. These include:</p> <ul style="list-style-type: none"> • A successful grant application to the State Government requesting \$250K to improve the quality of infrastructure in Princess and Citizens Parks; • Preparation of a concept plan in partnership with Parks Victoria to improve foreshore pathways and beach access between Queenscliff Pier and the Ferry • A successful grant application to the Federal Government that led to a number of improvements at the Queenscliff Maritime Museum being undertaken • A Ferry ambassador program being trialled in partnership with Peninsula Searoad Transport (Ferry), Mornington Peninsula Tourism and Bellarine Peninsula Tourism, with a focus on improved marketing of Queenscliff and Point Lonsdale. <p>Council officers are also currently investigating options for an information outlet in Point Lonsdale and improved VIC directional signage at the harbour.</p>	
Work in partnership with businesses and other organisations to develop the packaging of tourism opportunities and accommodation particularly during seasonal times of the year	Completed
<p>Council launched the "Classic" brand for Queenscliff and Point Lonsdale in August 2009 and the 'package' of support material is being promoted to all businesses in the Borough. Council is working with Geelong Otway Tourism (GOT), Bellarine Peninsula Tourism and Queenscliff Lonsdale Tourism to achieve the optimal level of tourism promotion for the Borough. An important component of this relates to improvements made to the functionality of the Council's website and these will be progressed with support from GOT during 2010/11.</p> <p>Council is currently working with Geelong Otway Tourism and Bellarine Tourism to promote the use of the Classic Brand in all marketing for Queenscliff and Point Lonsdale. Council is also working with Queenscliff Lonsdale Tourism to promote the use of the Classic Brand to businesses.</p>	
Review the relationships between Queenscliff Lonsdale Tourism with both Geelong Otway Tourism and Bellarine Tourism	In progress
<p>Council is formally represented on the Board of Geelong Otway Tourism (QLT) and the Board of Bellarine Peninsula Tourism. Tourism Victoria are currently undertaking a review of the regional structure of Geelong Otway Tourism and Council has participated in the public and members consultation processes.</p> <p>Council officers and the Business and Tourism Portfolio holder now attend monthly QLT meetings and present a Council report on Tourism within the Borough. Officers are currently preparing an MOU between Council and QLT with the current MOU due to expire in July 2010.</p> <p>The Mayor and CEO have met with representatives of Geelong Otway Tourism, Bellarine Tourism, and Queenscliff Lonsdale Tourism to discuss the best way of working together to increase tourism in the Borough, minimise duplicated effort and improve the range of tourism related activities and programs.</p>	

Seek to be appointed Committee of Management for the TOC-H site and source funding opportunities to develop and precinct plan for the TOC-H site	In progress
Council has conducted preliminary discussions with the Department of Sustainability and Environment to examine the opportunities and impediments associated with Council being appointed Committee of Management of the Toc-H and Shortlands Bluff sites. Council are represented on the current Committee of Management for both sites. Council has also held discussions with the Department of Sustainability & Environment to examine opportunities to progress a 'Development Plan' for both Shortlands Bluff and the Toc H sites.	
Complete precinct plan for Golightly Park	In progress
Council was not able to allocate or attract 'external' funds in the 2009/10 budget to progress the precinct plan for Golightly Park. Officers have met with the Department of Sustainability and Environment (DSE) to discuss the future operation of the park. Council is seeking formal advice from DSE on this matter. Council has also received a submission from the 'Friends of Golightly Park' proposing a landscape and re-vegetation plan for the site.	
Coordinate development of an events calendar	Completed Continuing in 2010/11
At the start of each month a monthly events calendar is compiled from the electronic events calendar on the Council's website. Event organisers submit events to the website. This monthly calendar is then emailed to all Tourism and Borough Businesses.	
Source tourism data regarding accommodation provision and information regarding tourist visitation to the Borough of Queenscliffe	Completed
Accommodation and tourism visitation data has been compiled.	

COMMUNITY DEVELOPMENT

Strategic Direction

Work in partnership with the community to build a strong, safe, inclusive and connected community.

2009-2010 Business Plan Priority Actions	Status
Source funding opportunities to develop a precinct plan for the former High School site	In progress
<p>Council has met with the Department of Planning & Community Development to examine funding opportunities to improve community facilities on the former High School site. Consultants were appointed and a Community Reference Group was established to progress the development of a Community Centre concept plan. This planning process will continue in 2010/11.</p>	
Work with local groups to establish a community garden on the former High School site	Completed
<p>The establishment of an indigenous garden was identified as a priority in the community planning process conducted by the Borough Council in 2007/08. The Point Lonsdale Primary School (with involvement from a range of other interested community members) and the Borough Council have worked together to establish the indigenous garden. A Memorandum of Understanding between the Primary School and Council provides guidance to the respective roles and responsibilities for activity at the site. The garden was officially opened in Reconciliation Week in 2009. The community has progressed substantial works at the garden.</p>	
Progress the Hesse Street revitalization project	Completed Continuing in 2010/11
<p>The Hesse Street Revitalisation project was a priority identified in the Borough Council's community planning process in 2007/08. Council has progressed this project in 2009/10 with the project tender being advertised and successful contractor, 2MH Consulting, appointed to prepare the plan to guide future capital works improvements. After an extensive public consultation period (totalling 10 weeks) Council adopted the final report and concept plans for the revitalisation of Hesse Street, Queenscliff at its meeting on 23 June 2010. Council will progress a submission to the State Government for funds to undertake the stage one works in Hesse Street.</p>	
Source funding opportunities to review the precinct plan for Queenscliff Recreation Reserve	In progress
<p>Council has met with the Department of Planning & Community Development to examine funding opportunities to review the Queenscliff Recreation Reserve Masterplan. No suitable external funding were identified. Council has allocated funds in the draft Council budget for 2010/11.</p>	
Complete Queenscliff playground and park development project	In progress
<p>Construction of the Queenscliff Playspace was completed in February 2010 and has been well utilised by children and families since this time. Mr Darren Cheeseman, Federal Member for Corangamite officially opened the playground in March 2010. The work of the Playspace community reference group was formally recognised by Council as part of the Australia Day celebrations.</p> <p>A detailed concept plan has also been prepared for improvements to other infrastructure in Princess and Citizens Parks. This has been advertised for public consultation and a final report was presented to Council in November 2009. Council submitted a successful application for funding of \$250,000 to the State Government to implement the park infrastructure improvements.</p>	

Support and encourage community organisations	Completed Continuing in 2010/11
<p>Council is working with a range of community organisations to either support or facilitate the successful implementation of a range of community events.</p> <p>Council provided cash support to the Great Victorian Bike Ride and Queenscliff Music Festival, as well as in kind support for the Queenscliff Rod Run (hotrod show), Queenscliff Seafood Feast and other community events including the Hesse St Christmas Festival, Point Lonsdale Lighting of the Christmas Tree, Rip to River Run, Rip View Swim Classic.</p> <p>Council officers are reviewing event procedures and agreements to ensure all parties understand their respective roles and responsibilities. A new Sponsorship Agreement was established between Council and the 2009 Queenscliff Music Festival and the 2010 Seafood Feast.</p>	

Facilitate civic events and activities	Completed Continuing in 2010/11
<p>The annual Victorian Seniors Festival was conducted from 4 - 11 October 2009 and included many free and low-cost events across the Borough. Activities included a High Tea at the Vue Grand, an 'Over 80s' Afternoon Tea in the Town Hall, concerts and performances, information sessions, outings and special entry prices to many museums in the Borough.</p> <p>The Council's Volunteer Recognition event was conducted at the Point Lonsdale Bowls Club in December 2009. Over 70 Volunteers attended, and enjoyed some 'barefoot bowls' and refreshments.</p> <p>Council's Australia Day Celebrations were held on 26 January 2010 at the Queenscliff Town Hall. A number of Australia Day awards were presented: Citizen Of The Year was awarded to David (John) Anwyl, Junior Citizen of the Year was awarded to Lisa Hanley, the Community Event of the Year was awarded to Queenscliffe Lighthouse Theatre Group for their production of "Sound of Music" and the Community Service of the Year award was presented to Queenscliff Playground Community Working Group. Excellent feedback was received in relation to this event.</p> <p>Council has encouraged local Schools to participate in the 'Ride to School' Day held on 17 March 2010. Excellent results are being reported including some notable results from St Aloysius Primary School who participated with 88.4% of students riding to school, 5.3% walking, 2.1% came by bus and 4.2% travelled by car.</p> <p>The Bellarine Peninsula 2010 Skate Series commenced in January 2010 with heats being held across the Bellarine. Council hosted the Grand Final on 11 April 2010 at the Point Lonsdale Skate Park.</p>	

Review community grants and recognition awards	In progress
<p>Community Grants and Arts & Cultural Grants were advertised in October and November 2009 and allocated in December 2009. The Community Development and Arts & Cultural Grants presentation evening was held to present cheques to the successful groups.</p> <p>Council conducted a highly successful Australia Day ceremony that included the Borough of Queenscliffe Council recognising the significant contributions of the following people and groups:</p> <ul style="list-style-type: none"> - Citizen of the Year - Young Citizen of the Year - Community Service of the Year - Community Event of the Year <p>A review of Council's Grants programs is currently being undertaken and a report will be presented to Council in the first quarter of 2010/11.</p>	

Review Council's Municipal Health Plan	Completed
<p>In 2008 the Parliament of Victoria initiated reforms to its public health legislation and as at 1 January 2010 the Public Health and Wellbeing Act 2008 was enacted. The legislation requires Councils to submit their reviewed Municipal Public Health Plan to the Department of Health by 27 November 2009. The Borough of Queenscliffe has formally requested an extension to the legislative deadline and is working to finalise the Municipal Public Health Plan by 30 April 2010.</p> <p>Under the Public Health and Wellbeing Act 2008, local councils in Victoria are required to prepare a 4 year municipal public health plan, within 12 months of their inauguration, that sets out the strategic directions and actions for the municipality in preventing ill health and promoting good health.</p> <p>Under Section 26 of the Public Health and Wellbeing Act 2008 Councils are able to integrate the Municipal Public Health and Wellbeing Plan into their Council Plan. The Borough of Queenscliffe Council adopted the recommendation to do this as a formal demonstration of its commitment to improving the health and wellbeing of our community.</p> <p>Formal approval from the Department of Health was granted, allowing Council to incorporate its Health and Wellbeing Plan in tot he Council Plan and also allowing Council an extension of time to 30 June 2010 to submit its revised plan.</p> <p>As a result of the public exhibition process, Council adopted the Council Plan, incorporating the Municipal Public Health and Wellbeing Plan, at its meeting on 23 June 2010.</p>	

Improve pedestrian safety, including advocating for reduced speed limits in residential areas without footpaths	In progress
<p>Council is progressing discussions are with VicRoads in relation to improving safety in specific areas of Point Lonsdale. A briefing by VicRoads officers to Council and local residents occurred in early October 2009. Council successfully applied for funding of \$20,000 to the Transport Accident Commission to develop a road safety strategy for the Point Lonsdale area. Development of the Safety Strategy will include a community engagement process to increase pedestrian, cyclist and driver awareness of road safety issues. Council will formally commence this project in February 2010.</p> <p>As part of this process local accident data has been analysed and the groups at greatest risk have been identified. The three primary groups identified as 'at risk' are young children, older people and intoxicated pedestrians.</p> <p>The literature associated with these groups has been reviewed and an approach is being developed so that a community road safety group can be established that has intimate knowledge of the local situation and an understanding of possible linkages to State and Federal programs so that the maximum program impact can be achieved without duplication. This framework will focus attention on the most effective ways to reduce crashes and pedestrian injuries and identify high risk locations, behaviours and target groups.</p>	

Facilitate use of public transport	Completed Continuing in 2010/11
<p>Council has completed construction of 8 bus shelters (with provision for one more) and is advocating to the Department of Transport for improved timetable information to be displayed at bus stops and key community locations across the Borough. It is anticipated that the rollout of improved display of timetable information will be undertaken early in the 2010/2011 financial year by the contracted service provider McHarrys Buslines. Council has supported an application by Queenscliff Lonsdale Tourism to obtaining funding from the Transport Accident Commission for a Community Bus Service to operate primarily in the Borough over the peak tourism periods.</p>	

Work with the CFA and SES to improve community awareness and participation in response to emergencies	Completed Continuing in 2010/11
<p>The Borough of Queenscliffe and the City Of Greater Geelong have now combined their Fire Prevention Committee meetings to form a new Integrated Municipal Fire Management Planning Committee. This committee will consist of Emergency Services, Department of Sustainability & Environment, Parks Victoria, Council Officers and some Utilities. This Committee will commence preparation of an Integrated Fire Management Plan for the municipal district of the Borough of Queenscliffe. When completed this Plan will replace the current Community Fire Prevention Plan.</p> <p>The CFA has undertaken fire awareness and community fireguard meetings during December 2009. Fire awareness information was distributed to all households through the Council rates newsletter. Council has been formally advised that its Community Fire Management Plan has been endorsed by the CFA. This report was presented to the Municipal Emergency Management Planning Committee then endorsed by Council at its June 2010 meeting.</p>	

Establish regular dialogue with the Victoria Police	Completed Continuing in 2010/11
<p>Over the year Council officers have had a number of discussions with local police covering various matters related to tree management, event management and local law enforcement activities. In addition specific discussions have been held by the Mayor and CEO with the Assistant Commissioner regarding the restricted accommodation arrangements and their impact on the effective operation of the local police station. These discussions regarding suitable offices will continue.</p> <p>Council, local police and the SES conducted a valuable emergency event de-brief related to the car crashing into a commercial business in Queenscliff in the Christmas New Year period. There were many insights gained from reviewing how our organisations responded to this event. Local Police are active members of Council's Municipal Emergency Management Planning Committee.</p>	

Improve Municipal Emergency Management planning	Completed Continuing in 2010/11
<p>Council's Municipal Emergency Management Plan has been audited and accredited by the State Emergency Service. In September 2009 the State Government announced a funding program to assist local government to improve Municipal Emergency Management Plans. Officers will identify and progress priority actions to improve Council's roles in emergency management.</p> <p>The Borough of Queenscliffe and City of Greater Geelong will utilise a shared Municipal Emergency Coordination Centre in Geelong on days of extreme and catastrophic fire risk at the state or regional level. The Borough's Municipal Emergency Coordination Centre will be utilised if there is an emergency event in the municipality of Queenscliffe.</p> <p>At its June 2010 meeting Council resolved to establish a shared Municipal Fire Management Planning Committee with the City of Greater Geelong.</p>	

Undertake a review of Council leases	In progress
<p>Council is progressing a review of leases. This review has enabled Council to increase some leases after negotiation with the parties involved. The review has identified the need to update lease documentation to address items raised through the asset management and risk management audit process. This will be undertaken during 2010/11.</p> <p>Additional lease income has been generated during 2009/10 with lease income likely to be in the order of \$110,000, an increase of \$70,000 during the 2009/10 financial year. Whilst some of this lease income is a one-off 'catch-up' for prior years, some new lease income has also been generated part way through the year. Future lease income budgets are estimated to be in the order of \$105,000 p.a.</p>	

Investigate a suitable future location for the Neighbourhood House	Completed Continuing in 2010/11
<p>In 2009/10 Council met with the Queenscliffe & District Neighbourhood House Committee of Management to examine alternative accommodation options that would improve their capacity to deliver programs. Council has also progressed discussions with the State Government to identify funding opportunities that may allow alternative locations to be achieved. Council has resolved to undertake consultation with the Neighbourhood House and key community groups and prepare a concept plan for the development of a community centre at the 'old High School' site.</p> <p>As an interim arrangement, Council also facilitated the relocation of the Queenscliffe & District Neighbourhood House (QNH) to the former Port of Melbourne Authority building in Tobin Drive, Queenscliff.</p>	

Identify funding opportunities that would enable Council to progress Stage 2 of the Point Lonsdale Bowls Club development project	Completed
<p>Council has successfully applied to the State Government for funding to complete stage 2 of the Point Lonsdale Bowling Club development project. The Point Lonsdale Bowls Club Committee played an active role in contributing to the final submission that requested the maximum funding of \$60,000. Minister Merlino announced the State Government funding at the Point Lonsdale Bowls Club in December 2009. The funding agreement is being finalised and this will allow the construction works to commence. An anticipated project completion date is in October 2010.</p>	

PLANNING, HERITAGE & COMMUNITY ASSETS

Strategic Direction

Striving to ensure development and enhances the character of the natural and built environment

2009-2010 Business Plan Priority Actions	Status
<p>Adopt and implement recommendations of the Point Lonsdale Structure Plan</p>	<p>In progress</p>
<p>After an extensive process of planning and community consultation and the active input of the joint Project Control Group (between the City of Greater Geelong and Borough of Queenscliffe) Council adopted the Point Lonsdale Structure Plan at its July 2009 meeting.</p> <p>A Planning Scheme Amendment is now required to introduce the Structure Plan into the Planning Schemes of both municipalities and to give the document statutory weight. In November 2009 the Borough and the City of Greater Geelong jointly requested that the Minister for Planning become the Planning Authority to undertake both amendments. On the 2nd June, 2010, the Minister Planning advised that he would assume Planning Authority Status in order for the amendment process to be undertaken in a co-ordinated manner and to provide more clarity for the local community. The amendment will be facilitated by the Department of Planning and Community Development.</p>	
<p>Review the Borough of Queenscliffe Planning Scheme</p>	<p>Yet to commence</p>
<p>A project brief is to be prepared this quarter and a tender advertised for the review of the Planning Scheme. It is proposed as part of the 2010/11 draft budget that the budget for this project be increased to \$80,000. A project brief will be finalised when the council budget is adopted and confirmed.</p>	
<p>Review Planning Procedures and Processes to promote efficiency and productivity</p>	<p>Completed</p>
<p>Planning policies and procedures have been reviewed in detail. A planning procedure manual has been developed and Council's website updated with new forms and fact sheets to assist the public in understanding the information requirements for new applications.</p> <p>The number of applications decided within 60 days decreased during the last quarter of the financial year due to staff changes and resourcing issues.</p>	
<p>Construct traffic calming devices in Point Lonsdale Shopping Centre precinct</p>	<p>In progress</p>
<p>Council met with VicRoads to undertake initial planning related to the construction of traffic calming devices in the Point Lonsdale Shopping Centre. These discussions examined the integration of two road narrowing pedestrian crossing areas into the design. Council has been advised that VicRoads' application for their proposed treatment of Point Lonsdale Road has been unsuccessful in 2010.</p> <p>The Point Lonsdale Main Street Reference Group met before Christmas 2009 to discuss the concept treatment of Point Lonsdale Main Street. In 2010/11 Council officers will progress discussion with VicRoads and the local community reference group to determine a design for a pedestrian crossing that is consistent with VicRoads guidelines.</p>	

Improve road edges in Point Lonsdale for pedestrian safety and amenity	Completed Continuing in 2010/11
<p>Identification of hazards is an ongoing process that is a component of Council's road management functions. Council's review of the Road Management Plan will examine ways to increase the community's awareness and understanding of how to register concerns with road infrastructure so that hazards can be identified and addressed.</p> <p>Information explaining Council's Request for Service system was included in the newsletter that accompanied the November 2009 rates notices. The Request for Service System will continue to be promoted as an avenue for the public to raise concerns regarding potential hazards. This will also be included in the new Council website.</p>	

Develop Asset Maintenance and Renewal Program	Completed Continuing in 2010/11
<p>Council is participating in the MAV Step asset management program. The program is undertaken with the intention of developing an accurate indication of the 'renewal gap' for Council assets. Council's progress in this program is assessed annually. The assessment makes comparisons with other small rural shires and indicates that the Borough of Queenscliffe has progressed significantly in many areas. Target areas for improvement have been identified.</p> <p>Council has undertaken a building condition assessment and asset management planning report that was endorsed by Council at its May 2010 meeting. At the same meeting Council also considered and endorsed a road asset condition report, prepared in 2007 and updated with 2010 unit cost rates and expenditure levels. The Asset Maintenance and Renewal Program has been considered in the preparation of the 2010/11 budget.</p> <p>Council is planning to undertake the next roads and footpath condition assessment in 2010/11 as scheduled.</p>	

Complete Geotechnical Cliff Safety Assessment adjacent to Point Lonsdale Bowling Club	Completed Continuing in 2010/11
<p>Council received funding from the State Government to undertake a geotechnical assessment of cliff safety at Point Lonsdale adjacent to the Point Lonsdale Bowls Club. Peter Yttrup, consultant, was appointed to complete this project. The final Yttrup & Associates report on Cliff Stability at the Point Lonsdale Front Beach was received by Council officers and has informed an application for \$207,000 funding from the State Government under the State Coastal Risk Mitigation Programme which closed 24 June 2010.</p>	

Implement Coastal Safety Signage Project	Completed
<p>Council received funding from the State Government to implement the signage related recommendations identified in the Point Lonsdale and Queenscliff Coastal Risk and Safety Signage Report prepared by Life Saving Victoria. All signs for the beach access tracks and open beach access have been successfully installed before the 2009 Christmas - New Year peak tourist period. Any existing signs that were incorporated in the new signs are being removed. General acceptance has been good with the community providing valuable feedback on minor errors. These have now been rectified.</p>	

Advocate for Roundabouts in priority locations	Completed Continuing in 2010/11
<p>Council Officers met with VicRoads to continue advocating for roundabouts at the intersection of Fellows Rd and Bellarine Highway, Point Lonsdale and Hesse St and Wharf St, Queenscliff. The Hesse Street and Wharf St intersection improvements are also identified as a consideration in the Hesse Street Revitalisation project that is currently underway. VicRoads have agreed to review traffic accident data related to the intersection of Fellows Road and the Bellarine Highway in preparation for the next scheduled meeting with Council officers.</p>	

Propose undergrounding of powerlines in priority locations	Completed Continuing in 2010/11
<p>Council has obtained a costing for the Powercor works required to underground power in Point Lonsdale Rd in the shopping precinct. This information will be considered by Council as part of future budget deliberations.</p>	

Source funding opportunities to undertake Stage 2 of the Heritage Study	Completed
<p>Officers have discussed funding opportunities with Heritage Victoria and have identified funding sources to progress digitisation of the data and information contained in the Heritage Study stage 1. This funding opportunity is currently being progressed. Funding of stage 2 of the Heritage Study will be considered as part of Council's future budget deliberations. Stage 2 of the Heritage Study is not proposed as part of the Council business plan for 2010/2011. This project may be pursued further in 2011/12.</p>	

Complete Climate Change Strategy	Completed Continuing in 2010/11
<p>Council received funding from the Federal Government to produce a Climate Change Strategy designed to identify key risk management issues. The Climate Change Risk Assessment and Local Adaptation Action Plan was completed in June 2010 and the evaluation has been sent to the Federal Government Department of Climate Change and Environment for approval. Council is awaiting final endorsement from the Federal Government that will complete our contractual commitment. The final report, "Preparing for Climate Change in the Borough of Queenscliffe" is anticipated to be presented to Council in August 2010.</p>	