



Borough of Queenscliffe

Council Plan 2010-2013

Progress Report For the quarter ended 31 March 2011

GOVERNANCE, FINANCE & EXTERNAL RELATIONS

Strategic Direction

Providing accountable governance and long term sustainable financial management

2009-2010 Business Plan Priority Actions	Responsibility	Quarter	Status
Undertake an annual review of the Strategic Financial Plan	GMG&C	1,3	Completed
As at 31/12/10: Council adopted the plan with some amended recommendations on 17 November 2010. The Governance & External Relations Portfolio Reference Group met on 30 November 2010 to discuss recommendations from the Strategic Financial Plan (SFP). The 2011/12 budget discussions will consider the Long Term Financial Plan in light of the SFP recommendations.			
As at 31/3/11: The estimates for future years have been reviewed and the final draft budget document contains the Strategic Resource Plan which contains the first four years of the Long Term Financial Plan.			
Minimise rate increases	GMG&C	4	In progress
As at 31/12/10: The Budget timetable has been agreed and workshop dates set for January and February 2011. Work has commenced with Program managers to determine the draft operating budget. Budget submissions for Capital projects and New Initiatives have been called for with the closing date of 4 January 2011.			
As at 31/3/11: The final draft Budget was accepted by council at Special council meeting on 6 April 2011. A 4.5% rate increase is included in the 2011/12 draft budget with the SRP also including 4.5% per annum for the next four years. Rating levels will need to be reviewed on an annual basis.			
Maximise state and federal grant revenue for community and Council Plan priorities.	Rob	1,2,3,4	Ongoing
Currently major funding applications have been submitted for the Queenscliff Foreshore Development project (ferry to Queenscliff Pier) and Point Lonsdale Cliff Safety improvements. An additional funding application has been submitted for the Point Lonsdale surf Life Saving beach access ramp..			
As at 31/12/10: Above grant applications have been successful. Currently in negotiations with the State Government to increase the State contribution to the ferry to pier project.			
As at 31/3/11: State Government have increased their contribution towards the Ferry to Pier Walking Trail Project from \$180,00 to \$250,000 as per their pre-election promise. The new funding agreement will be finalised early in April 2011. Two applications have been made for 1:1 funding under disability access grants for the Neighbourhood House (\$26,000) and Monahan Centre (49,500). The State Government has released funding guidelines for the 'Coastal Risk Mitigation' grants and officers will review this opportunity. Funding has also been sought from the State Government for a local grant and regional grant (with G21 partners) to improve sustainability in the Borough. Advice regarding these grant applications will be known by May 2011.			

Maximise the return on Council assets within social and environmental constraints.	GMG&C	2,4	In progress
Direction on this matter will form part of the Council Assembly workshop examining the Strategic Financial Plan in October 2010.			
As at 31/12/10: As per the recommendations in the SFP, asset condition and utilisation will be examined to determine a direction for investment decisions. The 2010/11 budget allocated funds for a refurbishment of the Town Hall kitchen (currently non-compliant with Health legislation). A federal grant was sought and approved to contribute to this project. Works will commence early in 2011.			
As at 31/3/11: The Town Hall kitchen refurbishment has been completed and will now enable the facility to be hired out. Other Council facilities continue to be examined in terms of usage and physical condition.			

Increase revenue by developing cabins and caravan parks.	GMP&P	1,2,3,4	In Progress
Contract arrangements and preparation for the placement of the 5th Cabin at the Queenscliff Recreation Reserve are being progressed with a view to have the cabin installed prior to Christmas 2010.			
As at 31/12/10: Construction contractor for the cabin has advised that the cabin installation will be later than first planned, now likely to be late February 2011.			
As at 31/3/11: Delays through sourcing of materials have held up the delivery of the new Cabin. Inspections at various stages of construction has confirmed the progress. The proposed site at the Recreation Reserve has been prepared and delivery is aimed for end of April. Officer involvement in the planned handover of the Shortlands Bluff area, which has been identified for further eco style cabin accommodation, has progressed with DSE planning to achieve demolition of the old housing before the end of April.			

Seek to resolve key issues surrounding Queenscliff's marine precinct.	CEO	1,2	In Progress
Council continues to advocate to the State Government on priority issues that relate to the marine precinct. This includes the development of Fisherman's Wharf and the review of mooring provision.			
As at 31/12/10: Continuing			
As at 31/3/11: This matter continues to be a priority for the Council and local community. A public meeting on 19 March 2011 highlighted the issues associated with the end of the fee moratorium period and the unavailability of alternative moorings. Council has had several meetings with Parks Victoria on this matter as well as seeking meetings with the State Minister. The Parks Victoria planning application for 28 new pile moorings was assessed by Council officers in March 2011. Council has also communicated its concerns regarding Fishermen's Wharf to the new State Government and is seeking a meeting with the responsible Minister, the Hon Denis Napthine, Minister for Ports			

Investigate resource sharing with neighbouring municipalities and other organisations.	GMP&P	2	In Progress
Council is continuing to examine opportunities to coordinate emergency management and public health functions with the City of Greater Geelong.			
As at 31/12/10: Continues to progress on both these items. COGG has provided emergency backup on Environmental Health since late 2010. Agreement has been reached to use the Geelong MECC in the event of a fire incident that requires MECC setup.			
As at 31/3/11: A service agreement is being prepared for Environmental Health between BoQ and the City of Greater Geelong. This is framed to ensure more consistent and reliable coverage of a service that needs to meet the public health needs of the local community.			
Further improve community input into Council's Business Plan priorities.	Rob	1,2,3,4	Ongoing
To be progressed as part of the Business Plan preparation for 2011/12.			
As at 31/12/10: Submissions were called for input to the Business Plan and Budget in November 2010 with a closing date of 4 January 2011.			
As at 31/3/11: Council received 128 submissions to the draft 2011/12 Council Plan and Budget from residents and community organisations as well as Councillors and officers identifying capital projects and service improvements. Council conducted a draft 2011/12 Council Plan and Budget briefing to a Combined Portfolio Reference Group meeting on 21 March 2011. Expressions of Interest (EOIs) have been sought for interested persons to join the Point Lonsdale Main Street Development Community Reference Group. EOIs close 29 April 2011.			
Continue process for municipal boundary relocation.	CEO	1,2,3,4	In Progress
No further information to report at this time.			
As at 31/12/10: Discussions continuing with the City of Greater Geelong.			
As at 31/3/11: With the change in State Government Council has requested a meeting time with the responsible Minister, the Hon Jeanette Powell, Minister for Local Government, to discuss Council's interest in re-casting the municipal boundary in Point Lonsdale that is shared with the City of Greater Geelong.			
Continue to improve the standard of customer service.	GMG&C	2	In Progress
Council introduced a new 'Customer Service Charter' in June 2010. Performance against the new Customer Service standards will be reported to Council at the end of 2010.			
As at 31/12/10: A report to Council for the 6 months to 31 December 2010 is in the agenda for the February 2011 meeting.			
As at 31/3/11: Officers presented a report on the implementation of the new Customer Service Charter to the February 2011 Council meeting. In the future statistical data will be provided to Council twice each year on the standard of services against identified benchmarks.			

Increase residents' access to information and services through upgrading the Council's website.	Rob	1,2,3,4	Ongoing
Council officially launched the new website in July 2010. Ongoing improvements to the content and functionality of the website will progress over the next 6-8 months. This will include major development of the 'Sustainable Living' component of the website (anticipated February 2011) and improvements to local business listings in early 2011. Refinements have also been made to ensure easier access to documents on the website so that residents can achieve easier access to and 'download' of this information.			
As at 31/12/10: Sustainable Living section has been added. Borough Business listing section upgraded. Waste management recycling section also upgraded.			
As at 31/3/11: Borough Businesses section has been substantially upgraded and will go live on 8 April 2011. Municipal Emergency Management Plan documentation has been refined and added to the website. Community Groups and Events sections of the website will be upgraded between May and August 2011.			

Work to maintain strong Department of Defence presence in the Borough of Queenscliffe given its significant role in the local economy and community activity.	CEO	1,2,3,4	In Progress
The Mayor and CEO continue to communicate with the Department of Defence reinforcing its role and presence in the Borough. Further meetings are planned following finalisation of Ministerial responsibilities after the Federal election.			
As at 31/12/10: This advocacy is ongoing.			
As at 31/3/11: Council has communicated on several occasions to the Parliamentary Secretary for Defence, Senator David Feeney, the significance of the Department of Defence's place in the Borough community. On 4 March 2011 Col Andrew Galloway advised the local community that the current role of the Department of Defence will not continue at Fort Queenscliff after 2013. This prompted a positive meeting between the Mayor, our local Federal MP, Darren Cheeseman and the Parliamentary Secretary for Defence, that considered the future role of the Department of Defence in Queenscliff.			

Review the Borough of Queenscliffe Local Law.	CEO	2	Completed
The review of the Local Law No 1 2010 has commenced. Two separate Local Laws are proposed to replace the current single Local Law 2000: <ul style="list-style-type: none"> ▪ Local Law No 1 2010 – Processes of Municipal Government ▪ Local Law No 2 2010 – Community Amenity The timeline for adoption of the new Local Laws is as follows: <ul style="list-style-type: none"> 20 October Council Meeting – Resolve to place draft Local Laws on public exhibition 26 November Close of Submission Period 29 November Hearing of Submissions 15 December Council Meeting – Review Resolve to adopt Local Laws 			
As at 31/12/10: Local Law review completed. Two new local laws now in effect.			
As at 31/3/11: The two new Local Laws are now in effect. A review of the implementation will be included as part of a Council Meeting report in the 2011/12 financial year.			

SUSTAINABILITY & LOCAL ENVIRONMENT

Strategic Direction

Living sustainably and protecting and restoring our diverse environment

2009-2010 Business Plan Priority Actions	Responsibility	Quarter	Status
Implement Council's Environmental Sustainability Plan.	GMP&P	1,2,3,4	Ongoing
<p>The Sustainability Action Plan was approved by Council at its August Ordinary meeting. Actions have been initiated including hardcopy information brochures from Sustainability Victoria (SV) on sustainable building guidelines and sustainable living tips being made available at the front counter and for mail out as requested.</p> <p>The SV Sustainable Building Guidelines electronic information has been sourced for inclusion on the website in both the 'Town Planning' and 'Sustainable Living' sections.</p> <p>Information on the new recycling system has been sourced for inclusion on the website. Information specific to the Borough is currently being developed for distribution to ratepayers and residents. The Sustainable Living web content will be available on the Council website from November 2010.</p>			
<p>As at 31/12/10: Ongoing implementation of actions from the sustainability action plan. Including community information developed for a National Recycling week event and authorisation to establish an emissions monitoring system. A sustainability accord grant has been submitted to fund actions from the Sustainable Living Action Plan.</p>			
<p>As at 31/3/11: Funding has also been sought from the State Government for a local grant and regional grant (with G21 partners) to improve sustainability in the Borough. Advice regarding these grant applications will be known by May 2011.</p>			
Implement a strategy to move the Council by 2013 and community by 2020 towards carbon neutrality.	GMP&P	1,2	Ongoing
<p>Several strategies to move towards carbon neutrality have been researched and costed, a summary is being prepared for consideration including a recommendation for a monitoring system.</p>			
<p>As at 31/12/10: A sustainability accord grant has been submitted to fund actions from the Sustainable Living Action Plan, including the development of a "working towards Carbon Neutrality in the Borough of Queenscliff" action plan. This will include a specific action plan for both Council and the community and will include activities such as auditing council assets and community education workshops.</p>			
<p>As at 31/3/11: The project brief has been prepared for a Carbon Neutral Action Plan consultancy with the Portfolio Reference Group. The contract with the selected consultant, 'Creative Environment Enterprises' is being finalised.</p> <p>Council has included the purchase of 'green power' for camp parks as part of its draft 2011/12 budget – this equates to a 1% increase in campsite and cabin accommodation fees.</p>			
Advocate at all opportunities for a move to carbon neutrality.	GMP&P	1,2,3,4	Ongoing
<p>Implementation of the Sustainability Action Plan are focused on reducing emissions and instigating behaviour and structural changes to promote the aim of carbon neutrality. A future Council report on progress will be provided.</p>			
<p>As at 31/12/10: As above. A request for Expressions of Interest has been advertised to develop a community reference group/steering committee to over see the development of a consultant's brief for the Carbon Neutral Action Plan and oversee the delivery of the program.</p>			
<p>As at 31/3/11: No other actions to report.</p>			

Facilitate programs to assist resident's access to sustainability products including solar hot water, water tanks and solar panels.	GMP&P	1,2,3,4	Ongoing
<p>On 7 September 2010 Council hosted a recycling information session with the Queenscliffe Neighbourhood House, including providing information to increase awareness of 'what is recyclable?' . Over 20 residents attended the information session that included guest speakers from Barwon Region Waste Management Group and the new regional waste contractors SKM. Council staff were available to answer queries.</p> <p>A 'Sustainable House' day also occurred on Sunday 12 September 2010 and was co-ordinated by the Queenscliffe Global Warming Group, Queenscliffe Neighbourhood House and the Borough Council. Sustainable House Day is a national event that encourages people who have either built new environmentally responsible homes or retrofitted existing homes to open their homes to the public and be available to discuss their choices, including information on solar hot water, solar power, rainwater harvesting, grey water systems, local food production and various other technologies and materials.</p> <p>Council's Sustainability Officer hosted the tour of homes in Geelong and on the Bellarine Peninsula providing commentary and information on the homes. Two mini buses were provided by the Bellarine Transport networks for the event and 24 people participated.</p>			
<p>As at 31/12/10: There have been no new community programs delivered in the last quarter. The officer did host a successful National Recycling Week event that promoted responsible recycling of e-waste, fluorescent globes, batteries and polystyrene as well as delivering general information on household recycling.</p>			
<p>As at 31/3/11: Given the resignation of the Sustainability Officer, these actions will further progress when a new officer commences in May 2011.</p>			

Seek funding opportunities to progressively implement the upgrade of the Queenscliff to Point Lonsdale shared pathway link.	GMP&P	2,4	In Progress
<p>Council has submitted a funding application to the State Government to undertake an upgrade of the pathway from the ferry to the Queenscliff Pier. Council is currently preparing quotation specifications for the development of the pathway through Princess and Citizens Parks.</p>			
<p>As at 31/12/10: The pathway through Princess and Citizens Park has been constructed. Concrete kerb ramps are yet to be installed at the crossing point at Tobin Drive. Fencing and furniture associated with the Princess and Citizens Park will be quoted and installed through out January to March 2011.</p>			
<p>As at 31/3/11:Council has secured funding to undertake an upgrade of the pathway from the ferry to the Queenscliff Pier. Design work for this section of the pathway link is being finalised. Council will undertake the concept design planning for the Springs carpark and Dog Beach carpark areas from April to June 2011..</p>			

Implement the Council's Tree Management Strategy.	GMP&P	1,2	In Progress
Council completed a significant level of tree replacement planting in Princess Park and along Gellibrand Street prior to the end of the 2009/10 financial year. The tree planting program for Victoria Park is scheduled for October 2010. Extensive planting (556 plants) between March and August 2010 has been undertaken in Citizens Park (on the Tobin Drive escarpment) by interested residents and citizens through the Geelong Environment Council and Queenscliff Environment Forum after working with the Borough Council to attract a CCMA grant.			
As at 31/12/10: An arboriculture assessment and report on the Borough's Caravan Parks was completed in November with the objective of providing information on the health, safety and maintenance requirements of all trees in the parks. Implementation of the recommendations has been progressively carried out in accordance with the agreed risk assessment from 2009. Tree planting in Victoria Park has progressed with further plantings scheduled for April to June 2011.			
As at 31/3/11: Focus for the quarter has been on attending to tree management issues in public areas given the increased risk associated with campers and caravanners populating the parks and reserves.			

Develop a 'Weed Management Plan' for the Borough of Queenscliffe in consultation with Bellarine Catchment Network and other key stakeholders.	GMP&P	4	In Progress
Discussions have been initiated with the Bellarine Catchment Network with a view to align previous and current weed management strategies within the Borough.			
As at 31/12/10: In progress, a review of the Weed Management Plan adopted by Council in 2007 to be undertaken to determine ongoing relevance.			
As at 31/3/11: Council has discussed the potential role of the Bellarine Catchment Network in the review of the Weed Management Plan. Copies of the Plan have been circulated to key stakeholders for information.			

Work with local environment groups and the community to reduce and prevent spread of noxious and environmental weeds in the Borough.	GMP&P	4	In Progress
A weed removal program has been undertaken using the services of the Office of Corrections			
As at 31/12/10: Further weed removal work during the last quarter has been carried out at Point Lonsdale lighthouse reserve, Point Lonsdale pier track, Point Lonsdale foreshore between Albert and Cheshunt streets, and the Lovers walk path.			
As at 31/3/11: Weed removal work is continuing including discussions with Corangamite Catchment Management Authority to increase resources to target weed removal in key locations in the Borough. Planning for aerial spraying underway.			

Identify funding opportunities that would enable Council to progress a 'Wetlands Strategy'.	GMP&P	2	Ongoing
Currently no new funding opportunities have become available.			
As at 31/12/10: Status remains unchanged.			
As at 31/3/11: Status remains unchanged.			

Continue to advocate to State and Federal Governments for an extension 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.	GMP&P	2	Ongoing
Ongoing discussions and liaising with the Department of Sustainability & Environment and Parks Victoria and the City of Greater Geelong to advocate for Lakers Cutting to be considered for inclusion in the Ramsar site and the Port Phillip Heads Marine Park site. However, for the status to change this would require State level support and at this point in time, most recent discussions indicate the State still does not support this amendment. Higher level advocacy by Councillors to politicians is required.			
As at 31/12/10: Status remains unchanged.			
As at 31/3/11: Status remains unchanged.			

Advocate for Lakers Cutting to be included in the Port Phillips Heads Marine National Park.	GMP&P	2	Ongoing
Ongoing discussions and liaising with the Department of Sustainability & Environment and Parks Victoria and the City of Greater Geelong to advocate for Lakers Cutting to be considered for inclusion in the Ramsar site and the Port Phillip Heads Marine Park site. However, for the status to change this would require State level support and at this point in time, most recent discussions indicate the State still does not support this amendment. Higher level advocacy by Councillors to politicians is required.			
As at 31/12/10: Status remains unchanged.			
As at 31/3/11: Status remains unchanged.			

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	Responsibility	Quarter	Status
Implement opportunities arising from the Tourism Infrastructure Opportunities Study.	GMG&C	1,2,3,4	Ongoing
<p>Council is continuing the pilot program of volunteer 'ambassadors' on the Queenscliff-Sorrento Ferry. This is receiving positive feedback regarding the information provided by volunteers. In the build up to the peak summer period the level of volunteer service at the Visitor Information Centre will increase.</p> <p>Council is currently examining opportunities for extra 'visitor information portals' around the Borough - possible locations include the Harbour, Maritime Museum and the Point Lonsdale newsagency or supermarket.</p>			
<p>As at 31/12/10: Pilot program for 'ambassadors' on the Queenscliff-Sorrento ferry has not progressed due to lack of volunteer numbers, not the input from the ferry service provider. A long term strategic plan is required if the project is to continue.</p> <p>New information portals other than the visitor centre are under review.</p> <p>Development and launch of the Bellarine Taste Trail has increased the profile and created a 'product' for Food and Wine on the Bellarine.</p> <p>A list of all 'tourist' signage is being compiled and a review will take place once this list compiled.</p>			
<p>As at 31/3/11: Development of project brief to undertake concept planning for the Historical Museum/Library/Visitor Information Centre precinct is being finalised with quotes to be sought in late April 2011.</p> <p>The ferry ambassador program has ceased due to lack of volunteers. This may be re-activated in the summer season 2011/12.</p> <p>Beacon Big 4 Holiday Resort has indicated an interest in becoming a satellite (non-accredited) Visitor Information Portal. A trial period will begin shortly. If successful future locations may include Point Lonsdale Main Street and Queenscliff Harbour.</p>			
Work with local traders, Queenscliff Lonsdale Tourism and Bellarine Tourism to maximise tourism opportunities in the Borough of Queenscliffe.	GMG&C	1,2,3,4	Ongoing
<p>Council is continuing to improve the content and functionality of the website to include the quality and standard of information related to local events and businesses and the related links to the tourism websites operated by Geelong Otway Tourism and Tourism Victoria - please refer to www.queenscliffe.vic.gov.au or visitvictoria.com</p> <p>Council is currently working with Queenscliff Lonsdale Tourism to finalise a 3 year Memorandum of Understanding and progressing discussions with local and regional tourism organisations to identify strategies to promote the use of our 'Classic' brand.</p>			
<p>As at 31/12/10: Work continues to gather accurate contact details, 2 images and up to 150 words for every business located within the municipality that pay the commercial rate. 35 of 276 businesses have responded. QLTBA are assisting with gathering the data.</p> <p>A review of the 'look and feel' of the Visitor Information Centre website pages and categories for business listings on the website is under review.</p> <p>Queenscliff Lonsdale Tourism has changed its operating name to Queenscliff Lonsdale Business and Tourism Association (QLTBA) at the last AGM in October. Council is working with QLTBA to investigate funding opportunities with Regional Development Victoria to become a local Chamber of Commerce.</p> <p>A 3 year Memorandum of Understanding with Queenscliff Lonsdale Tourism and Trader Association is in effect.</p>			

As at 31/3/11: Participation in 2011 Energise Enterprise, Victoria's Small Business Festival. Lorraine Golightly, Beacon Big4 Holiday Resort named the Geelong Regions Ambassador for this year's festival. Working closely with Queenscliff Lonsdale Business and Tourism Association to possibly host an event, submit local retailer to be one of 18 featured in a photographic exhibition and option to organise a stall at Federation Square Retailers Expo. G21 region working together to promote a regional focus and involvement in this year's festival. Website redevelopment continues along with the arduous task to gather up-to-date information on all Borough businesses that pay the commercial rate. Geelong Otway Tourism and Tourism Victoria are both undertaking major website redevelopments that will impact local operators.

Work in partnership with businesses and other organisations to promote the packaging of tourism and accommodation options, particularly during low-season times of the year.	GMG&C	1,2,3,4	Ongoing
Council is supporting the development and delivery of the Bellarine Tourism Professional Development Workshops specifically related to 'packaging' and 'value adding'.			
As at 31/12/10: The Borough of Queenscliffe will financially support Bellarine Tourism and Geelong Tourism for the delivery of the 2011 Professional Development Workshop Series. All Borough businesses can attend specific workshops at no cost. Packaging is featured within this workshop series.			
As at 31/3/11: Bellarine Tourism launched The Bellarine Taste Trail www.thebellarinetastetrail.com.au . A large number of packages from Queenscliff and Point Lonsdale included. 2011 Professional Development Calendar in progress. 'Packaging' proposed topic for Energise Enterprise workshop to be held in August 2011.			

Improve distribution of, and access to, tourism and accommodation data in the Borough of Queenscliffe.	GMG&C	1,2,3,4	Ongoing
Council will continue to source relevant tourism data through Bellarine Tourism and Geelong Otway Tourism and distribute this to local businesses.			
As at 31/12/10: Allowing all commercially rated properties to list information on Councils website at no costs gives access to all accommodation business details within the borough. In the past we have not had record of the large number of holiday houses booked and managed through real estate/booking agents. This new service has the potential to give a true reflection of accommodation businesses located within the borough.			
As at 31/3/11: Work continues to gather data of all accommodation businesses within the borough. Targeting local Real Estate agents hoping to work together to especially communicate with smaller holiday home rentals. Requesting Geelong Otway Tourism to produce quarterly visitation reports for sub-regional (The Bellarine and Geelong) rather than the full Geelong Otway Tourism Region.			

Improve and promote the calendar of events in the Borough.	GMG&C	2	Ongoing
Council continues to produce and circulate a monthly events calendar. Council is also working with Tourism Victoria to list all events held within the Borough on www.visitvictoria.com for free. Tourism Victoria promotes this website on all local, national and international marketing they undertake.			
As at 31/12/10: All events held within the borough will now be listed on the State Tourism Website, www.visitvictoria.com . A link will be created from Council website directly to the events section then Geelong and The Bellarine events. Staff and volunteers at the Visitor Centre will assist event organisers to list information on the website.			
As at 31/3/11: Documentation produced and promotion of the new process to list all events on www.visitvictoria.com to begin. Visitor Information Centre staff and volunteers will actively gather information on all events and list on www.visitvictoria.com . Website reviewed in light of Community Development Events, promotion of events and event planning process. All to be listed on the homepage and linked to relevant section of council website.			

Encourage the development of improved community transport during peak tourism periods.	GMG&C	4	In Progress
Queenscliff Lonsdale Tourism is working to establish additional bus services during the peak tourism season to increase safe travel of residents and tourists. Council is assisting with preparation of any funding submissions.			
As at 31/12/10: Geelong Taxi Network trialled a 5 week evening transport service within the borough, 7 evenings per week on a set bus route at no costs other than to users. This was not viable and a new 5 weeks contract signed between Geelong Taxi Network and QLBTa from New Years Eve to the end of January. The new service operates Friday and Saturday evenings 6pm to 2am with a flat fare of \$5. QLBTa has underwritten the cost of the service by raising funds from local businesses. A review of this service will occur and it may not operate after the end of January.			
As at 31/3/11: Two contracts entered in to by QLBTa with Geelong Taxi Network were unsuccessful over the summer period and as a result there will be no further contracting arrangements with the Geelong Taxi Network. The Geelong Taxi Network has proposed to work with individual businesses to improve taxi services. This will commence with the Esplanade Hotel and Big 4 Caravan Park. Submissions have been forwarded to the Victorian Taxi Directorate opposing the Queenscliff taxi application seeking to extend provision of services across the Bellarine Peninsula.			

Advocate for the development of the Point Lonsdale to Ocean Grove shared path.	GMP&P	4	Yet to commence
Council is advocating for this shared pathway to be a regional priority project.			
As at 31/12/10: No action to date.			
As at 31/3/11: Project not a priority for City of Greater Geelong at this time.			

Complete a Precinct Plan for Golightly Park including actions that protect and enhance the park's indigenous vegetation.	GMP&P	4	Yet to commence
No action to date.			
As at 31/12/10: No action to date.			
As at 31/3/11: No action to date.			

<p>Investigate funding opportunities for development of Toc H and Shortland's Bluff sites, working with DSE to implement the Borough of Queenscliffe's development priorities.</p>	<p>GMP&P</p>	<p>2</p>	<p>In Progress</p>
<p>Council is advocating to the Department of Sustainability and Environment to undertake a 'Development Plan' to inform future planning of the Toc H and Shortlands Bluff sites.</p>			
<p>As at 31/12/10: No further progress. DSE have submitted a planning permit to Council for building demolitions at the two locations.</p>			
<p>As at 31/3/11: DSE seeking BoQ Council to take over Committee of Management responsibility for both sites. Officers are seeking additional resources from DSE given the poor condition of the physical assets on the Toc H site as well as DSE funding to undertake a 'Development Plan' for both areas. Approvals in place for DSE to undertake demolition works.</p>			

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	Responsibility	Quarter	Status
Support local community organisations, civic events and arts, cultural and sporting activities in the Borough.	GMG&C	1,2,3,4	Ongoing
<p>Seniors Week - A number of activities are planned to be held during the month of October to celebrate the Victorian Seniors Festival. Events organised by the Borough include a Family Sausage Sizzle to the tunes of a big brass band, the Over 80's Afternoon Tea, 'Melodaires' performance at the Senior Citizens Hall, and High Tea and Entertainment at the Vue Grand.</p> <p>Children's Week - Picnic at the Queenscliff Playspace is to be held on Monday October 25 and includes an animal farm. This is funded through a grant from the Department of Education and Early Childhood Development.</p> <p>Youth Activity - The Borough will join with the Queenscliff Music Festival to present the annual All Ages FREEZA style music event on Saturday 16th October. This gig will feature Paul Greene, one of the best Australian singer/songwriters. Also featured will be young local bands and 'Open Mike' sessions.</p>			
<p>As at 31/12/10:</p> <p>Events run and supported in this quarter include:</p> <ul style="list-style-type: none"> - Walking Home 2010 – 78 walkers left Queenscliff for Geelong on Saturday 13 November, in this Salvation Army Walk to raise awareness and funds for the Walking Home Program. This program which gives people in need the opportunity to receive a free pair of quality shoes from Athlete's Foot in Geelong. Vouchers have been provided to residents of The Lodge. - Queenscliff Music Festival – Very successful event, increase of 57% on gross tickets sales, and 40% increase on weekend sales, with Friday night and Sunday sold out. Highlight being a great crowd enjoying Rockwiz and John Williamson despite the heavens opening up on the Saturday. The Borough provides sponsorship of \$10,000 and \$8,000 of in kind support. - Point Lonsdale Lighting of the Christmas Tree – Over 500 people enjoyed this annual lighting of the Christmas Tree. - 18th Annual Toy Run – Over 1100 riders participated in the Toy Run which finished in Queenscliff, and 250 people come to watch the riders. 4000 presents were donated, an increase of 500 presents from last year and over \$25,000 was raised for local charities. - Rip to River Run – Annual beach run starting at Point Lonsdale to Ocean Grove. - Theos Drop In Centre at Town Hall – Ran for 10 nights from 29th December to 8th January. Is an alcohol free drop in centre at the Town Hall for teenagers. About 30 to 50 kids dropped in each night and enjoyed a range of activities including some local music. Also ran some low key entertainment on the oval on New Years Eve which attracted a small crowd. 			

As at 31/3/11:

Events run and supported in this quarter include:

- Rip View Swim Classic – annual swim event at Point Lonsdale.
- Amy's Ride – annual ride to support the Amy Gillett foundation.
- Queenscliff Fire Brigade Open Day – Open day as part of the Centenary Year celebrations.
- Sand Sculpture Contest – annual sand sculpture contest held on Queenscliff Beach.
- Australia Day Celebrations – Over 300 people enjoyed the Borough's annual Australia Day celebrations. Australia Day Ambassador Rachael Lamont was a very popular guest who shared some of her experiences from Antarctica with the crowd. Australia Day Awards were handed out to Citizen of the Year – Alan Joyce, Junior Citizen of the Year - Patrick Callahan, Community Event of the Year – 150th Anniversary of the Military Presence in Queenscliff and Community Service of the Year – St James Anglican Church Winter Lunch Program and Point Lonsdale Primary School 'Plastic Bag Free Point Lonsdale' Campaign (joint winners).
- Blue Water Challenge – Annual open water swim starting from Queenscliff Pier.
- Queenscliff Rod Run – Gathering of Hot Rod enthusiasts. Cruise on Saturday night was well attended with local shops on Hesse st reporting great takings. Show and Shine on Sunday was moved to Lower Princess Park due to works in Princess Park, gate takings were reduced because of change of parks and lots of fence jumpers not paying entry fee.
- Maritime Weekend – Large crowds enjoyed the Maritime festivities at the Harbour and Queenscliff Beach. The Borough again sponsored the White Jumpers for the 'First Home' Couta Boats and this year a White Polo also sponsored by the Borough was presented to the winners of the keel boat races.

Support local community initiatives through the Council's Community Grants program.	GMG&C	2 & 3	In Progress
The Community Grants program closed on September 30, with 12 applications received. Grants will be determined by Council at its 20 October 2010 Ordinary Meeting and a 'Grants Presentation' evening is scheduled for Tuesday 16th November.			
As at 31/12/10: A total of \$13,000 in grants was presented to 13 Community Groups at the Grants Presentation Evening on Tuesday 16 th November. All grants submitted were accepted. The grants program will now open again in February 2011 to be run in line with the budget process for 2011/2012.			
As at 31/3/11: The 2011/2012 Community Grants application period closed on 28 February 2011, and the Community Grants Committee met to decide the grants in March 2011. 22 grant applications were received, requesting a total of \$40,200. A report on the Community Grants Committee's deliberations will be presented to Council's April meeting.			

Promote volunteerism through Council's Recognition Awards and ceremonies.	GMG&C	4	In progress
The Council's Volunteer Recognition Ceremony is to be held during Volunteer Week from 9th to 15th May, 2011.			
As at 31/12/10: No further action. Volunteer contribution will also be recognised during the Australia Day Awards.			
As at 31/3/11: Australia Day Celebrations recognised outstanding volunteer contribution through the Australia Day Awards. Alan Joyce received the Citizen of the year Award for his tireless work with a large number of groups within the Borough. Patrick Callahan received the Junior Citizen of the year for his work with the Queenscliff Football Club. A Volunteer Celebration will be held on 10 th May 2011 during National Volunteer Week.			

Maintain a zero waiting list for access to Council's Aged & Disability Service.	GMG&C	1,2,3,4	Ongoing
This outcome is currently being achieved. Council is currently providing Home and Community Care services to 205 residents.			
As at 31/12/10: Outcome consistently achieved – current number of active clients is 232.			
As at 31/3/11: Outcome consistently achieved – current number of active clients is 225			
Improve pedestrian safety, including advocating for reduced speed limits in residential areas without footpaths.	Rob	2,4	Ongoing
Council will be discussing the TAC Pedestrian and Road Safety project with the Point Lonsdale Community Association in March to canvas potential input into the Barwon Road Safe Projects. In early 2011 Council will assess the outcomes and directions of the TAC Project report and the Point Lonsdale Structure Plan to develop a pedestrian safety framework that will inform a number of the Council Priority Actions for the 2011-12 financial year.			
As at 31/12/10: The TAC Pedestrian and Road Safety Project is progressing and will be reported to Council early in 2011.			
As at 31/3/11: Draft Regional Road Safety Strategy has been developed with BoQ officer feedback on issues relevant to the Borough community. Pedestrian Road Safety Information and Education Strategy has been developed in line with the hierarchy developed at the State and regional level. The initial report will be presented to Council in April 2011.			
Advocate for improved public transport with regional organisations and State and Federal Government.	CEO	1,2	In Progress
Council welcomes the announcement by Transport Minister Pakula and State Member for Bellarine, Lisa Neville, that an additional 10 weekday and 15 weekend services will run between Geelong and Queenscliff, as well as eight additional services between Queenscliff and Ocean Grove. Council have advocated strongly for an increase in accessibility for our ratepayers, especially on the Route 76 service, which passes the Geelong Hospital. This is a much needed and welcome addition. The new services will commence in late October 2010.			
As at 31/12/10: New services have commenced. Council continues to negotiate for further improvements including improved timetables.			
As at 31/3/11: Council officers are seeking State Government support to provide an integrated timetable covering all public bus services. Council remains active in the G21 Public Transport Reference Group. The Secretary of the Department of Transport was briefed in March 2011 on G21's priority project to develop an integrated public Transport Action Plan. As Chair of the G21 Public Transport Reference Group, Council's CEO will brief the new State Minister for Transport, the Hon Terry Mulder, in April 2011.			
Facilitate use of public transport.	GMP&P	2,4	Ongoing
Ongoing work has been undertaken in conjunction with McHarrys Buslines to address maintenance and health and safety issues that impact or potential to impact on the provision of service to the Borough.			
As at 31/12/10: Maintenance of vegetation to maintain vehicle clearance was undertaken in Grimes Rd. Council has also been supporting the roll out of the new standard bus stop signage and timetables.			
As at 31/3/11: Council continues to work closely with McHarrys Buslines to develop viable solutions to issues relating to siting of bus stops and community service. Other options are being considered by McHarrys and the Department of Transport. A Council report will be presented before the end of the financial year.			

Continue with the review of Council leases.	GMG&C	2, 3, 4	In progress
Council will continue to work with the Department of Sustainability and Environment to finalise lease arrangements.			
As at 31/12/10: An internal working group has commenced review of all lease income and agreement has been reached to bring all invoicing of this income in line with financial year (currently at varying times throughout the year). This may have some current year impact due to lease income being recognised in the annual financial statements when invoice raised and not taking into account prepayment for future periods. Having said this, any negative effect should be offset by increases to existing lease arrangements, including some where invoices have not previously had CPI and other costs applied.			
As at 31/3/11: Forecast year end result is for a net increase of \$34,500 in lease income compared to that budgeted. This is predominantly due to an additional income to be received from the Port Phillip Sea Pilots (relating to the 2009/10 financial year, for which negotiations have now been finalised during 2010/11), which offsets a reduction of \$10,500 in several other lease arrangements related to bringing invoicing arrangements in line with the financial year. Negotiations are continuing (some not yet commenced) with respect to a further six lease arrangements, for which this potential income is not currently included in the year end forecast.			
Determine Council policy on future camping on Coastal Crown Land.	GMP&P	4	In Progress
Discussions with campers are planned for the summer holiday season.			
As at 31/12/10: Information meeting with Victoria Park Camping Reference Group and other interested citizens is scheduled for 21 January 2011.			
As at 31/3/11: A meeting with campers and stakeholders associated with Victoria Park was conducted on 21 January 2011 with the majority of attendees not supporting the expansion of Moonah Reserves in Victoria Park. Council officers will be continuing discussions with DSE regional office regarding the implementation of the new State Government guidelines regarding camping on Crown land reserves. Council will be required to produce and implement an Action Plan that meets the new regulations.			
Review the Precinct Plan for Queenscliff Recreation Reserve.	GMP&P	4	Yet to commence
No action at this time.			
As at 31/12/10: No action at this time.			
As at 31/3/11: No action at this time.			
Complete Princess & Citizens Park Improvement project.	GMP&P	3	In Progress
State Government funding has been secured with the State Member for Bellarine, Lisa Neville formally announcing funding of \$250,000 in August 2010. Quotation specifications are currently being prepared for the path development and fencing.			
As at 31/12/10: Path has been constructed. Fencing and upgrade of park furniture where required expected to commence February 2011.			
As at 31/3/11: Design issues relating to fence location and park furniture options resolved.			

Source funding to enable development of a Community Centre on the 'old High School site' with Queenscliff Neighbourhood House.	GMP&P	1,2,3,4	Complete
Council appointed Third Ecology Architects to host a series of community consultations with nominated stakeholder groups to develop a brief to design a proposal to progress a grant application to secure funding to develop a new community centre on the old High School site. Several public community meetings have been held to discuss the proposal and the proposal is currently open to the public for comments to be submitted for consideration.			
As at 31/12/10: The proposal to relocate the Queenscliffe Neighbourhood house to the former High School site has not been implemented due to a change in the status of the future of the Tobin Dr premises. Council has resolved that the QNH can remain in Tobin Dr and a new lease agreement will be negotiated. Therefore the original grant application is no longer required.			
As at 31/3/11: The lease conditions have been agreed with the Queenscliff & District Neighbourhood House and DSE are in the process of preparing the final lease documentation for signing by QNH and BoQ Council.			
Support construction of the Point Lonsdale Bowls Club Stage 2.	GMP&P	1	Completed
The construction of the Point Lonsdale Bowls club Stage 2 is complete with the official opening on Sunday 17 October 2010.			
As at 31/12/10: Project completed. To date approximately 20 community groups have utilised the facility for various functions.			
As at 31/3/11: Project completed.			
Work with local groups to establish a community garden on the former High School site.	GMP&P	3,4	On Hold
No action has occurred on this task until issues regarding the location of the new community centre proposal have been finalised.			
As at 31/12/10: The status remains unchanged.			
As at 31/3/11: Status remains unchanged. A meeting of the community interest groups involved in the former High School site proposal will be conducted in April 2011.			
Improve Municipal Emergency Management planning.	GMP&P	2	In Progress
Council's Emergency Risk Management Plan is currently being reviewed in preparation for an independent audit in November 2010.			
As at 31/12/10: An audit by the SES was completed in November 2010 and a Panel Audit was conducted in December 2010. Verbal advice has been received that the MEMP passed the audit but we are awaiting formal advice.			
As at 31/3/11: Formal advice from the Emergency Management Plan audit is yet to be received. All immediate recommendations identified in the audits conducted in November and December 2010 have been implemented. Agenda for next Emergency Management Committee including new items is being prepared for the meeting in May 2011.			
Work with the CFA and SES to improve community awareness and participation in response to emergencies.	GMP&P	1,2,3,4	In progress
Council has resolved to establish a new shared arrangement for Municipal Fire Management Planning with the City of Greater Geelong. The CFA has formally endorsed this new structure and planning process.			
As at 31/12/10: Joint fire management planning for the region continues.			
As at 31/3/11: Municipal Fire Management Plan currently being developed in conjunction with the CFA, IFMP & COGG MFPO and other agencies. The joint Municipal Fire Management Planning Committee (involving the COGG & BOQ Councils) is now up and running.			

Maintain regular dialogue with the Victoria Police.	CEO	1,2,3,4	In progress
<p>Council continues to meet with the Victoria Police to discuss matters of joint interest. A meeting with Assistant Commissioner Lucinda Nolan is planned for early October 2010 to clarify Police interest in the Tobin Drive, Queenscliff property formerly used by the Port of Melbourne Authority and currently used by the Queenscliff & District Neighbourhood House.</p>			
<p>As at 31/12/10: Ongoing. A meeting has been organised with Inspector Henderson and DHS in January 2011 regarding emergency management.</p>			
<p>As at 31/3/11: Meetings with the senior police and DHS representatives responsible for Emergency Management occurred in January 2011 to consider the challenges that would face the Borough Council if a protracted emergency event occurred. The police and DHS representatives agreed to advocate for regional support to the Borough and the development of related protocols to support this approach.</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	Responsibility	Quarter	Status
Progress the review of the Borough of Queenscliffe Planning Scheme.	GMP&P	2	In Progress
A project brief has been drafted and will be presented to a Councillor briefing on October 18. A report to go to Council in November 2010 to recommend proceeding to tender to appoint consultants.			
As at 31/12/10: Tenders have closed and assessed. A Steering Committee meeting on February 3 rd will confirm the appointment of the consultants for the project.			
As at 31/3/11: The successful consultants have been appointed to undertake the review of the Queenscliff Planning Scheme. The initial 'Inception meeting' was scheduled for 4 April 2011.			
Progress a planning scheme amendment to incorporate the Point Lonsdale Structure Plan.	GMP&P	1	In Progress
This Amendment is being undertaken by the Minister for Planning, facilitated by the DPCD Geelong Office. Exhibition will commence in November 2010.			
As at 31/12/10: Exhibition of the amendment closed 31 st January 2011. Awaiting advice from DPCD regarding the date of the Directions Hearing and Independent Panel Hearing.			
As at 31/3/11: Directions Hearing set for 10 May 2011 with the 'Panel Hearing' to commence on 20 June 2011.			
Source funding opportunities to undertake Stage 2 of the Heritage Study and seek community feedback on the Stage 1 report.	GMP&P	1	In Progress
Funding sources were confirmed last year, with potential for an application in 2011 to Heritage Victoria. Public feedback was received on Stage 1 2009/10 and submissions were reported to Council in September 2010. Stage 2 will be considered in the 2011/12 budget deliberations.			
As at 31/12/10: Under consideration in budget deliberations for 2011/12.			
As at 31/3/11: Not included in draft budget for 2011/12 so no further progress			
Implement Council's Asset Management Plan.	GMP&P	1-4	Ongoing
The scheduled three yearly road condition assessment has been undertaken during the month of September 2010. The 'Road Condition Survey' will enable council to assess the current priority areas and to continue to model road asset (including footpath and kerb) renewal needs. The urgent and short term building works identified in the last building condition assessment undertaken in March 2010 are being undertaken and larger renewal requirements are being costed.			
Drainage renewal works have been undertaken in Simpson Street Point Lonsdale with the replacement of the stormwater pump and upgrade of electrical controls completed during August and September 2010.			
As at 31/12/10: The projected asset renewal program 2010/11 – 2013/14 was presented to Council at its Ordinary Meeting of 14 December 2010. Council's sealed pavement program and sealed surface program is out for quotation and will be undertaken February – March 2011.			
As at 31/3/11: Council's 14 December 2010 resolution regarding the asset renewal program 2010/11 – 2013/14 has been incorporated into the draft 2011/12 budget. Council's sealed pavement renewal program is 90% complete.			

Contractors have been selected to undertake this years sealed surface renewal program and footpath renewal program both to be undertaken in early April 2011.			
Implement priority recommendations from the Geotechnical Cliff Safety Assessment at Point Lonsdale.	GMP&P	3	In Progress
Council has applied for funding from the State Government and are waiting on formal advice about the success of the grant application to facilitate this priority			
As at 31/12/10: Grant funding of \$190,000 towards the project has been received, interim risk management measures implemented (signage) for the holiday season, detailed specifications for contractor work to be formulated early 2011.			
As at 31/3/11: Work commenced on detailed contractor specifications with a view to have tender process progress and the consultant selected by June 2011.			

Investigate State Government support and funding opportunities for additional groynes at Point Lonsdale beach.	GMP&P	3	In progress
No action has been taken on this matter.			
As at 31/12/10: Discussion initiated with DSE. No further action to date.			
As at 31/3/11: Given the focus of DSE's 'Coastal Risk Mitigation Grants' reference group and this is unlikely to be given a high priority while other immediate high priority risks need to be addressed.			

Implement priority recommendations from the Climate Change Risk Assessment report.	GMP&P	2	Yet to commence
The 'Preparing for Climate Change in the Borough of Queenscliffe' report was endorse by Council in August 2010 and officers been researching funding opportunities to progress some short term priority actions.			
As at 31/12/10: A Sustainability Accord grant has been submitted and actions have been highlighted that can be achieved that benefit both the Sustainable Living Action Plan and the 'Preparing for Climate Change in the Borough of Queenscliffe' report including a full audit of Council assets to retrofit for future efficiencies.			
As at 31/3/11: Awaiting allocation of Sustainability Accord grants and commencement of new Sustainability Officer.			

Construct traffic calming devices in Point Lonsdale Shopping Centre precinct.	GMP&P	2,4	Ongoing
Officers have undertaken discussions with VicRoads with respect to works VicRoads plans to undertake in Point Lonsdale Road and how a pedestrian crossing can be incorporated into planned works. A community meeting is scheduled to be held between Council and the Point Lonsdale Activity Centre Development and Progression of Works Community Reference Group in October 2010 to determine the preferred form of pedestrian crossing.			
As at 31/12/10: Application was made to VicRoads to extend the 40km/h zone on Point Lonsdale Road from Cheshunt Street to north of Loch Street. The new 40km/h signs have been installed and Council continues to work with VicRoads to implement traffic calming measures to support the extension of the 40km/h zone.			
As at 31/3/11: Discussions continue with VicRoads to determine the most appropriate traffic calming actions to apply in Point Lonsdale Road. Planning for a broader community reference group (with Expressions of Interest closing in late April) and consultation process is currently being planned. Meetings between Council and VicRoads are scheduled for early April 2011.			

Improve road edges in Point Lonsdale for pedestrian safety and amenity.	GMP&P	2,4	Ongoing
Regular inspections and maintenance work continue to be undertaken in accordance with Council's Road Management Plan to identify defects in the edge of road surface that are potentially hazardous.			
Council are developing a pedestrian and road safety strategy that will investigate options to improve pedestrian safety within Point Lonsdale.			
As at 31/12/10: Ongoing. The pedestrian and road safety plan is progressing.			
As at 31/3/11: A Council briefing on the TAC Pedestrian & Road Safety Plan is scheduled for April 2011.			

Advocate to VicRoads for improved pedestrian safety measures and roundabouts in priority locations.	GMP&P	3,4	Ongoing
Council continue to advocate for roundabouts in priority locations. Most recently demonstrated through the inclusion of a proposed roundabout at the Symonds Street - Hesse Street intersection in the Hesse Street Revitalisation Plan. VicRoads expressed their support for a roundabout in principal however indicated that given funding guidelines this project would not meet the required criteria.			
As at 31/12/10: Ongoing discussions.			
As at 31/3/11: The next planning meetings with VicRoads are scheduled for April 2011.			

Propose undergrounding of powerlines in priority locations.	GMP&P	2	Ongoing
Council has identified funding opportunities for the undergrounding of power in priority locations such as Point Lonsdale Road and has prepared estimates for this project.			
As at 31/12/10: Subject of council's current budget deliberations.			
As at 31/3/11: Council has determined to include funding in the draft 2011/12 budget to work with Powercor to undertake a design and costing to place the powerlines underground in the main street precinct of Point Lonsdale Road, Point Lonsdale.			

Complete a road and path strategy, to improve pedestrian and cycling safety and residential amenity including a road verge vegetation plan.	GMP&P	2,4	Yet to commence
No report at this time.			
As at 31/12/10: No change.			
As at 31/3/11: No change.			