



Bellarine Bayside

Minutes of Meeting held 15 December 2008

Bayview Room, Parks Hall Community Centre, Newcombe Street

Meeting opened at 10:05 am

Present	Peter Kenny (Chair), John Gillett (Vice Chair), Arthur Sweatman (Treasurer), Colleen Butler, John Turner, Steve Walsh, Karen Reiter Peter Reeve (CoGG) Tim Page-Walker (CEO), Justin D'Altera (Business Manager), Steve Smithyman (Operations Manager), Noel Kibbis (Occupational Health and Safety Co-ordinator)
Apologies	Geoff Brooks (DSE) Moved: Arthur Sweatman Seconded: Colleen Butler That the apologies be accepted. Carried
Declarations	none
Previous Minutes	Minutes of 17 November 2008 Moved: Colleen Butler Seconded: John Turner That the minutes be accepted Carried The Committee noted that Karen Reiter had submitted an apology by Email prior to the November meeting, but that the e-mail had not been received by the CEO until after the COM meeting.
Urgent Business	none

Business Arising	CEO Action items from November 2008 meeting
First Aid	<p><i>CEO to arrange display of posters informing campers and the public that an Automatic Electronic Defibrillator is available at Bellarine Bayside.</i></p> <p>Posters are on display in all campers amenity facilities, public halls, noticeboards and at PSR reception. Local police, CFA and doctors have also been advised.</p>
CoGG funding	<p><i>CEO to raise with CoGG the proposal of instigating an ongoing partnership to jointly fund projects consistent with the objectives of both organizations, for example walking tracks, boat ramps, provision of public amenities blocks.</i></p> <p>Ongoing</p>
CoGG meeting	<p><i>CEO to arrange meeting between the Chair and the incoming Mayor of CoGG when elected.</i></p> <p>Ongoing</p>
Water Collection report	<p><i>CEO to review and report to Committee on water collection opportunities for the entire foreshore, including all BB buildings, detailing anticipated costs, and collection volumes, assigning priorities and recommending future actions.</i></p> <p>Ongoing</p>
Coastal Process Study	<p><i>CEO to provide CoM with copy of the Coastal Process Study Brief.</i></p> <p>Available at COM meeting</p>
Lower Bluff walking track	<p><i>CEO to notify adjoining landowners of BB's intention to complete the Lower Bluff walking track, giving them the opportunity to remove their property from the Crown land foreshore. BBFCOM undertake local notification of the walking track build by placing notices in main street shops and BBFCOM Bellarine Times article – no public meeting is now required.</i></p> <p>Letters sent to all owners registered addresses</p>
Area 3 naming	<p><i>CEO to follow up "Name the Reservations Competition" for St Leonards Camping Reserve – Area 3 only.</i></p> <p>Ongoing</p>
Port Expo	<p><i>CEO to meet with John Turner to discuss opportunities for BB's involvement in the planned "Port Expo". Recommendations to be made to the next CoM meeting.</i></p> <p>CEO has met with John Turner and discussed opportunities</p> <p>Ongoing</p>
DSE Partnerships Project	<p><i>CEO to e-mail Stakeholder Survey document to all COM.</i></p> <p>Included with CoM papers</p>

Testing and tagging	Operations Manager's Action items from November 2008 Meeting <i>Testing and tagging of all RCD's and circuit breakers on powerheads to be completed prior to sites being occupied.</i> Ongoing
OH&S /Public Liability	The Occupational Health and Safety and Public Liability report was tabled and addressed in camera. Moved: John Gillett Seconded: Arthur Sweatman That the OH & S report be accepted. Carried
CoGG Report	Peter Reeve presented the COGG report for November highlighting the following points: <ul style="list-style-type: none">▪ Buckley Park Foreshore Reserve Ocean Grove / Collendena▪ Limeburners Bay▪ Dell Beach Access Improvements, Clifton Springs▪ Corporate Bicycle Fleet And the CoGG report for December, highlighting the following points: <ul style="list-style-type: none">▪ Portarlington Flora and Fauna Reserve▪ Limeburners Bay▪ Drysdale Clifton Springs▪ Dell Beach Access▪ Buckley Park / Breamlea Foreshore Reserves▪ Adrian Mannix Reserve Moved: Karen Reiter Seconded: John Gillett That the CoGG Report be accepted. Carried

<p>Correspondence</p> <p>Correspondence In</p> <p>Correspondence Out</p>	<p>Correspondence register and items of importance to Committee tabled.</p> <p>Correspondence items discussed:</p> <ul style="list-style-type: none">• #346 – Tim O’Neil – Public Land Admin – DSE - Grant and Purpose – Lease of IH Hall to Lynch Group• #348 – Colin Brown – CoGG Building Services - cc Building Permit 36m2 clubrooms addition to StL’s Yacht Club • #327 – Residents Ord St/Bell Pde, StL’s - Notification of walking trail upgrade 8 Dec 2008 <p>Moved: Arthur Sweatman Seconded: Steve Walsh That the correspondence be accepted. Carried</p>
<p>Financial Report</p>	<p>The Business Manager presented the Finance Report for the month ended 30 November 2008, noting that revenues from camping reserves represented 95% of income generated, with the entire surplus spent on the foreshore.</p> <p>Moved: John Gillett Seconded: Arthur Sweatman That the Finance Report for November 2008 be accepted Carried.</p>
<p>Operations Manager’s Report</p>	<p>The Operations Manager presented his report for November highlighting the following items:</p> <ul style="list-style-type: none">• AbourSafe – Tree Management Plan• Green Corps Project.• Portarlinton Skate Park BBQ shelter.• Wrathall BBQ Shelter upgrade• Temporary Toilet Block at Indented Heads.• Season opening – Caravan park preparation.• Electrical upgrades – Portarlinton Seaside Resort• Annual beach renourishment and cleaning Portarlinton.• Erosion Management• Routine mowing and landscape maintenance.• Work Planned. <p>Moved: Colleen Butler Seconded: John Turner That the Operations Manager’s Report be accepted Carried</p>

<p>CEO's REPORT</p> <p>CONSENT AGENDA</p>	<p>The CEO provided his report highlighting the following items:</p> <ul style="list-style-type: none">• Contracts, Permits & Tenders• Grants <p>Moved: John Gillett Seconded: Arthur Sweatman That BBFCoM submit an application for a "Boost Bay Performance" Grant of \$250,000 being the balance required for completion of the planned Pt Richards Boat Ramp upgrade. Carried.</p> <ul style="list-style-type: none">• Caravan & Camping• Marine Safety Victoria – Grants• Indented Head Hall• IH Post Office & General Store• Indented Head Seasonal Toilet• Lower Bluff Foreshore Trail <p>Moved: John Gillett Seconded: Arthur Sweatman</p> <p>That the CoM formalise the circular motion accepted in relation to the Lower Bluff Foreshore Trail:</p> <p>That the COM have reluctantly agreed to a number of compromises in an attempt to satisfy a number of local residents with property adjoining the Crown land foreshore. The following is the detail of the compromise;</p> <ol style="list-style-type: none">1. BBFCOM have already extended a pathway from where the path turns left towards the coast (from behind the yacht club and before the path gets to the residences) to the right and run it back towards Lower Bluff Road. This fork in the pathways can be appropriately sign posted to direct bicycles to the road and further along to Edwards Point via Ord Street and Beach Road. Then at both ends of the foreshore trail near the houses BBFCOM could install a chicane (these too can be sign posted) that is accessible for walker, prams, wheelchairs etc, but that makes it more difficult for bicycles and deters them back to the roadways. If needed further chicanes can be installed along the trail in front of the houses to slow any bicycles that do enter the 'NO BIKE' zone. <p>2 and 3. By changing the use of the trail to discourage bicycles, there is no reason to maintain a 2.4m wide trail, accordingly, BBFCOM could reduce the trail to 1.8m in width and the off-set could increase to 1m from the property boundary by maintaining the existing path boundary and using the reduced track width to increase the off-set.</p> <p>Carried</p>
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<p>STRATEGIC AGENDA</p> <p><i>Action CEO</i></p>	<ul style="list-style-type: none">• Portarlington Safe Harbour• Wrathall Reserve• Aboriginal Cultural Heritage Management Plan• Marketing / Promotions• Projects• CEO's diary <ul style="list-style-type: none">• Lower Bluff Foreshore Trail <p>Moved: Arthur Sweatman Seconded: Karen Reiter</p> <p>That given the identified High Risk presented by the interface between the property at 23 Ord Street, St Leonards and the foreshore, signage be immediately erected, and access via the concealed entrances to the foreshore be made safe, as a temporary fix to protect both the landowners and members of the public, and</p> <p>That the CEO arrange an urgent meeting with the owner, or the owner's authorised delegate, to arrive at a permanent solution to the identified risks, and</p> <p>That if no permanent solution can be reached within 5 working days (by Friday 19 December), Bellarine Bayside will issue a fencing notice to the landowners thereby mitigating the identified risks.</p> <p>Carried.</p> <ul style="list-style-type: none">• Community / Progress Association <p>In response to a request that the CEO attend the IH Community Association executive meetings on a regular basis and in these meetings discuss planning and design concepts that are not public documents as yet. The CoM noted that as the CoM sets the policies which are implemented by the CEO, organizations wishing to meet with BB should do so in meetings between the CoM and members of the organizations' executive.</p> <p>The Committee affirmed that the CEO is not authorized to release confidential information on an ad hoc basis to individual community members or groups.</p> <p>It was also noted that monthly Bellarine Bayside CoM meetings are open to the public to attend at any time as observers and that there is a procedure in place for submission of questions by individuals or representative groups.</p> <ul style="list-style-type: none">• Indented Head Telstra Installation <p><i>CEO to continue to work through the process with Telstra to negotiate an acceptable outcome in terms of a suitable location and built form structure for the proposed installation.</i></p>
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BOARD AGENDA	<ul style="list-style-type: none">• Strategic Planning – Style / Concept• Victorian Coastal Strategy 2008
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	Moved: Arthur Sweatman Seconded: Colleen Butler That the CEO's Report be accepted Carried
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GENERAL BUSINESS	
Concrete dumping	Arthur Sweatman brought to the Committee's attention another recent incidence of wet concrete being off-loaded at the Pt Richards boat ramp car park.
Speeding	Arthur Sweatman commented that members of the Portarlington Sailing Club are continuing to be observed speeding through the Pt Richards car park.
Batman Park	The CEO noted that a recent story on the front page of The Age in relation to the popularity of camping holidays had featured a photo of Batman Park Camping Reserve, Indented Head.

Meeting Closed at 11:50 am
Next meeting to be held Monday 16 February 2009 at 9:00 am Bayview Room (downstairs), Parks Hall Community Centre Newcombe Street, Portarlington
Meeting to be preceded by an in-camera out of sessions meeting commencing 8:00 am