

Council Meeting Minutes

Wednesday 19 November 2025

Council Chamber, Bass Coast Civic Centre

Baillieu Street East, Wonthaggi

Commencing at 1:00 pm

Community Vision 2045

From its flowing hills to its coastal woodlands and wild unspoiled coastlines, the Bass Coast is a source of celebration for all who live in and visit the region.

Our townships are vibrant, rich with culture and full of life, each with its own distinct character. Drawing on our creativity, innovation and resilience we've created a thriving and diverse economy that supports sustainable agriculture and industry.

We live proudly on Bunurong Country, and build on learnings from our First Peoples and their knowledge. We coexist in harmony with our environment, and are prepared for future challenges and changes.

We are the people of the Bass Coast. Experience our cultures and history, and contribute to our story.



The meeting commenced at 1.02pm.

CEO Greg Box read the Temporary Chair Statement, Mobile Telephone Reminder and Statement of Acknowledgement

Temporary Chair Statement

The Local Government Act 2020 (the Act) section 25 states the election of the Mayor must be chaired by the Chief Executive Officer.

Part B, Section 4 of the Governance Rules states that the Chief Executive Officer must facilitate the election of the Mayor in accordance with the provisions of the Act.

The Chief Executive Officer must open the meeting at which the Mayor is to be elected, and invite nominations for the office of Mayor.

Once the Mayor has been elected, they will assume the position of Chair.

Cr. Jon Temby read the Councillor Statement.

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1 Present and Apologies

Councillors: Cr Rochelle Halstead, Western Port Ward (Mayor)
Cr Brett Tessari, Bunurong Ward (Deputy Mayor)
Cr Meg Edwards, Bunurong Ward
Cr Mat Morgan, Bunurong Ward
Cr Ron Bauer, Island Ward
Cr Tracey Bell, Island Ward
Cr Tim O'Brien, Island Ward
Cr Jon Temby, Western Port Ward
Cr Jan Tompson, Western Port Ward

Officers: Mr Greg Box, Chief Executive Officer
Mr Patrick Dillon, General Manager Innovation & Engagement
Ms Jodi Kennedy, General Manager Communities & Culture
Ms Donna Taylor, General Manager Future Places
Ms Jade Glen, Manager Governance & Communications

Apologies: Nil

2 Declarations of Interest

There were no Declarations of Interest.

3 Confirmation of Minutes

3.1 Council Meeting 15 October 2025

That the minutes of the Council Meeting held on 15 October 2025 be confirmed.

Council Decision

Moved: Cr. Tracey Bell / Seconded: Cr. Jon Temby

That the minutes of the Council Meeting held on 15 October 2025 be confirmed.

CARRIED UNANIMOUSLY

4 Mayor and Councillor Reports

4.1 Cr Rochelle Halstead - Mayoral Report

This report covers the period from 15 October 2025 to 19 November 2025

As this will be my last report for the 2024 to 2025 Mayoral term, I'd like to state that serving as Mayor has been both an honour and a privilege – a role that has allowed me to witness firsthand the passion, generosity and community spirit that make Bass Coast so special.

Together with our community, we've shaped the Council Plan 2025–2029 and Community Vision 2045 – two cornerstone documents that set a clear direction for the years ahead. They reflect our shared aspirations for a connected, sustainable and thriving Bass Coast where everyone has the opportunity to belong and participate.

Our Community Panel played a vital role in shaping these plans, offering thoughtful and forward-looking insights that will guide decision-making for years to come. I want to sincerely thank every person who contributed – through workshops, surveys or community conversations – for helping ensure these plans truly reflect our community's voice. We've also adopted several key strategies that support this vision, including the Healthy, Safe and Resilient Bass Coast Plan, Disability Action Plan, Domestic Animal Management Plan and Rating Strategy. Each reflects the values and priorities of our community and reinforces the importance of meaningful engagement in shaping the decisions that affect our future. Advocacy has remained at the heart of Council's work. We continue to champion major priorities such as the former Wonthaggi Secondary College site, a once-in-a-generation opportunity. Our push for modern aquatic facilities in both Wonthaggi and Phillip Island also remains strong, ensuring our growing community has access to safe, inclusive and contemporary recreation spaces.

I'd like to thank the CEO, Greg Box along with the executive leadership team and support staff who have worked with us to assist navigating through this power of work over the past 12 months. They have done so with a shared passion, offering frank advice and always with a high standard of professionalism. A special thank you to the wonderful Rhonda Jackson who exemplifies the true meaning of Mayor and Councillor support, we are incredibly lucky to have her running around behind the scenes to ensure we have what we need to be at our best. She does an amazing job!

One of the greatest privileges of this role has been working alongside a dedicated and capable team of Councillors. We don't always agree – and that's the beauty of good local democracy – but we share deep respect for one another and a genuine commitment to doing what's best for our community. Decisions can often be difficult as we've tried to balance competing priorities and work within the current challenging financial environment. As a group, we have remained focused on delivering the best outcomes possible for Bass Coast and through this, in our first year our combined and supported efforts have delivered a strong foundation for the years to follow.

Lastly to our community – thank you for your energy, ideas and belief in what we can achieve together. Thank you for your support and encouragement for me, during my time as Mayor. The role has allowed me to witness the many individuals and groups, quietly achieving incredible things, without fuss but with generosity and dedication.
I encourage everyone to continue showing up and doing your best, the challenges are never insurmountable and the rewards are always well worth the effort.
Thank you.

In brief the Mayoral activities have included the following:

Activities

- Australian Motorcycle Grand Prix 2025
- 2025 Australian SUP Titles Opening
- Bass Coast Citizenship Ceremony
- Adoption of Strategic Plan Celebration Lunch - Councillors, Executive and Management Team
- 3925 Warehouse Art Show
- Phillip Island Patchworkers Quilt Show
- Launch of Birds of the Western Port Woodlands guidebook
- Seniors Festival BCSC x Coronet Bay Luminous Galleries Exhibition
- San Remo Bowls Club Ladies Day
- San Remo Remembrance Day Ceremony
- Wonthaggi North Primary School Art Show Opening Night
- Author Talk | Peter FitzSimons AM
- Bass Coast Landcare Art Show Opening Night
- Grantville Business and Community Association Community Festival
- Jazz Extravaganza Day

Meetings

Attended Council Workshops and Briefings
Chaired Councillor Only Meetings
Weekly meetings with CEO, Council Support and Communications
Additional Meetings:

- Rural Engagement Meeting
- Introduction meeting with Nature Parks Chair, Michaela Salvato & Kevin Love
- Mia Shaw Coaching Session
- MAV Board Briefing
- MAV Board Meeting
- Briefing: SECCCA Leaders Forum
- Advocacy Update meeting
- Meeting with Cindy McLeish MP
- MAV Planning Update: MAV launches Planning Reform Campaign

- 2025 SECCCA Leader's Forum - Future Proofed: Leadership in a Changing Climate
- Tabro Proposal meeting, Paul & Wendy Williams
- BCSC Bunurong Cultural Values Learning Immersion Workshop

Other

Media Enquiries/Interviews

- WIN News interview San Remo
- Triple M - Anne Stone Interview
- Sentinel Times Interview – Kernot Bridge

Phone calls, emails and letters

4.2 Cr Tracey Bell - Councillor report

After months of work, it was a pleasure to bring into effect the key strategic documents that will guide the rest of our term on council. Over the two meetings in October, these included the Council Vision, Council Plan 2025-2029, Long Term Financial Plan, Health and Wellbeing Plan, Annual Action Plan, Domestic Animal Management Plan and others. I would like to take this opportunity to thank the community for their input through the many rounds of consultation and engagement as it gives us assurance that they do reflect what the community wants and needs.

October is always an exciting month for Phillip Island when the MotoGP comes to town. This year saw record crowds and the vibe in Cowes was fantastic with the entertainment precinct proving once again to be a popular space to spend time in the evenings. I sincerely hope that Phillip Island sees many more MotoGPs and we continue to grow the event both on and off the track.

Throughout this year, I have been a member of a small group of first-time councillors receiving coaching from Ruth McGowan. Ruth is very experienced Councillor, former Mayor, and now mentor and coach to Councillors and Mayors, and we have learnt so much from her about the machinations of local government and how to be an effective community representative. It also gives me a network of Councillors to refer to and work together when we need to advocate to other levels of government as a sector.

A citizenship ceremony on 23 October saw 49 Bass Coast Shire residents become Australian citizens, and it was a pleasure to have both Jordan Crugnale and Mary Aldred in attendance.

We came together on 11 November to honour those who served and sacrificed for our freedom. The service at the Cenotaph on the Esplanade included a minute's silence at 11:00am, moving readings, and local musicians. A catafalque party from HMAS Cerberus added ceremonial significance. Thank you to the RSL for organising the service and helping us pay tribute. Lest we forget.

Councillors and staff participated in a Bunurong Cultural Values Learning Immersion Workshop, an enriching experience led by Bunurong Land Council. The session included a Welcome to Country and Smoking Ceremony, followed by an on-country walk exploring Bunurong cultural heritage, biodiversity principles, and traditional ecological knowledge. We learned about the deep connection between Bunurong people and Country, gaining insights into cultural values, language, and sustainable practices. This workshop strengthened our understanding of Bunurong traditions and reinforced our commitment to respectful partnerships and reconciliation.

4.3 Cr Jon Temby - Councillor Report

October November 2025

Attended the October Council meeting

Attended WP Ward councillor's meetings and briefings

Attended broader councillor only time meetings

Broader community contact / meeting community leaders

- Chaired the Westernport Biosphere Council Liaison Committee meeting
- Attended the Bunurong Land Council Immersion workshop
- Hosted horticultural students group from BCAL
- Attended BC Citizenship ceremony
- Visited Silverleaves beach to see the latest erosion issues
- Laid wreath and spoke at Remembrance Day ceremony in Grantville
- Investigated Grantville beach erosion concerns
- Attended Landcare Art awards night in Kernot
- Presented trophies and spoke at the Dalyston Show and Shine
- Attended the BC National Trust AGM in Rhyll

Coordinated between Bass Coast, Cardinia and Sth Gippsland shires to support a proposal regarding sand mining that benefits all involved: the environment, especially within the Western Port Woodlands, the sand miners and the local communities

Further discussed options to achieve our 'Urban Forest' objectives in a shorter period of time so that the 'canopy' is established by the time the current target dates are met. Urban Forest canopy is one of the rare infrastructure investments that actually increase in value, to mitigate the impacts of climate change and improve community amenity, as they age.

Received additional calls and further discussions re off leash dogs interfering with wildlife, concerns regarding vegetation loss in urban areas, numerous issues regarding the BURT, protection of Chicory Kilns on Phillip Island, damage to coastal vegetation etc.

4.4 Cr Ron Bauer - Councillor Report

Councillor Report October-November 2025

On Leave from 19/10-6/11

10-11 helped selling poppies at Coles for the RSL

11-11 laid a wreath together with Crs O'Brien and Bell at Cowes Cenotaph

16-11 attended the Phillip Island Jazz festival Helped the Mayor award the prizes

Miscellaneous attending residents calls and various issues

4.5 Cr Mat Morgan - Councillor Report

Another busy month!

It was fabulous to welcome new citizens in Wonthaggi, congratulations to all.

I was pleased to be joined by Greens Senator Steph Hodgins-May in Inverloch to call for urgent action on a strategy to deal with assets at risk from coastal inundation.

As we hit the halfway point of our climate plan, I'd like to thank everyone who has made submissions to the review, and those who joined me for the workshop in Cowes.

To the year 11 students who joined me at Inverloch beach to learn about coastal erosion and climate impacts, thanks for your time, questions, and enthusiasm. Let's fight for a safe climate future!

It was a wet and windy day for a bike ride, but my dad and I dragged ourselves out of bed and were thrilled to take part in the 2025 Bass Coast Challenge, raising funds for road safety.

I'm pleased to report a decrease in the number of dogs recorded on video around the wombat Burrows in San Remo since the DAMP was adopted on Oct 15. There have been 3 dogs at 2 burrows recorded since that date.

4.5 Reports Requiring Council Decision - Elections

4.5.1 Determination of the Period of Office for Mayor and Deputy Mayor

Council Decision

Moved: Cr. Mat Morgan / Seconded: Cr. Jan Thompson

That Council determine the term of office for the Mayor and Deputy Mayor as being for one year.

CARRIED UNANIMOUSLY

4.5.2 Election of Mayor

Council Decision

Moved: Cr. Mat Morgan / Seconded: Cr. Jan Thompson

That Council:

1. **Calls for nominations for the election of the Mayor and, if required undertakes the election process**
2. **Confirms Cr Rochelle Halstead to the position of Mayor effective immediately until the next election of the Mayor which must be held on a day to be determined by the Council that is as close to the end of the one year term as is reasonably practicable.**

CARRIED UNANIMOUSLY

CEO Greg Box removed themself from the position of Chair at 1:10pm

Cr Rochelle Halstead assumed the position of Chair at 1:10pm

4.5.3 Election of Deputy Mayor

Council Decision

Moved: Cr. Brett Tessari / Seconded: Cr. Ron Bauer

That Council:

1. **Calls for nominations for the election of Deputy Mayor and, if required, undertakes the election process.**
2. **Confirms Cr Brett Tessari to the position of Deputy Mayor effective immediately until the next election of the Deputy Mayor which must be held on a day to be determined by the Council that is as close to the end of the one year term as is reasonably practicable.**

CARRIED UNANIMOUSLY

Meeting Adjourned 1:14pm

Meeting Resumed: 1:23pm

5 Public Question Time

5.1 Oliver, Public Transport

As a regular public transport user I am often stung by a bus being late or missing a bus and having to wait hours. What is the council doing to improve our bus services in Bass Coast and will they commit to working with the state government to improve them?

Response:

The planning and provision of public transport is a State Government responsibility.

One of the key challenges that Council and the community identified in its Integrated Transport Strategy 2025 – 2045 is poor public transport.

Council is committed to improving bus services in Bass Coast through a set of advocacy actions the strategy outlines to present to the State Government and the Department of Transport and Planning.

5.2 Darren Murphy, Koala Estate road rehabilitation

Re, "Roads and Pathways", "are unsealed roads a health hazard?" The EPA states, "health risk to residents from occasional exposure to road dust would be considered low". EPA would comply with standard english dictionary definitions, can Council please explain their definition of the word occasional?.

Response:

The word occasional references the total time residents would be directly exposed to road dust, such as walking along the roadside in dusty conditions. Some community members and people with existing health issues may be at more risk from breathing in airborne dust than others.
During periods of high dust, such as hot and windy days and when there are high traffic volumes, the community should limit exposure to road dust.
Further information is available on the Council website under roads and pathway services via *www.basscoast.vic.gov.au/dust*

5.3 Louise Lyell, Signatures

At the June 2025 Council Meeting CEO Box stated "Council officers verify the name and address of each landowner when an Urban Roads and Drainage Petition is received. How does council verify the signature is correct and not forged to initiate a scheme, does council have ratepayer signatures on record?

Response:

Council does not have a record of ratepayer signatures.

Petitioners' names and addresses are verified against the property title.

5.4 Louise Lyell, Special Charge Scheme

Council said a special charge scheme is required to alleviate dust, drainage and safety issues. Council's engage page shows a proposed special charge scheme that addresses only one issue, dust. Can residents of other streets have ONLY the drainage issue addressed via a Special Charge Scheme?

Response:

Through the Mayor, Yes, property owners can request drainage only upgrades via a Special Charge Scheme.

5.5 Damian Walsh, Planning Policy and Special Charge Scheme

Q1. Council's Draft Statement of Planning Policy, published March 2022 and gazetted October 2025, requires informal streetscapes, soft edges and verges in Surf Beach and Sunderland Bay. Why did Council pursue special charge schemes for road and drainage on those estates after March 2022 which contravene the Planning Policy?
Q2. Before approving any special charge scheme for road and drainage in Surf Beach and Sunderland Bay since March 2022, were any councillors aware and or advised by council staff that the schemes could not proceed because the Draft Statement of Planning Policy prohibited them?

Response:

The Bass Coast Statement of Planning Policy became operationalized for Council officers' consideration when it was approved on 14 October 2025.

The Settlement section of the Bass Coast Statement of Planning Policy refers to verges when describing some townships and their character. This policy context does not conflict with Council's legislated obligation to afford opportunity for landowners to seek upgraded infrastructure through Special Charge Schemes under the Local Government Act.

Council officers managing Special Charge Schemes will consider the Statement of Planning Policy in the design for any Schemes moving forward.

5.6 Sue Chadwick, Heritage Items

The plaque honouring the volunteer ambulance drivers of yesteryear was discarded in a paddock. Our historical artifacts have disappeared as though the Shire of Phillip Island never existed.
Councillors, where are the remaining important heritage items missing from 2020?
It is shameful that they are not on display at Berninneit.

Response:

Council has located all the items that were in place at the time of construction.

Council officers will contact the questioner to determine which heritage items are still identified as missing.

5.7 Marnie Chadwick, Carnival Site

Q1. When the council reacquired the 40-acre site previously owned by Carnival, a tenure agreement allowing the Carnival to operate each summer for a specified number of years was agreed upon. Could you clarify the total fee the council will receive over this period?
Q2. Can you inform the ratepayers about the allocation of the payments received from the Carnival funds?

Response:

Council receives a licence fee payable for the Carnival each year. This amount is determined in accordance with market values and is commercial in confidence under section 11 of Councils Public Transparency Policy, in accordance with section 57 of the *Local Government Act 2020*.
The Carnival does not have a set total number of years for occupation of the site, and their continued occupation is subject to the needs of Council for the use of the site.
The Licence Fee received from the carnival operators contributes to Council's Budget and Long-Term Financial Plan.

5.8 Peter Fogarty, Community Engagement - DAMP Surveys and consultation.

What was the financial cost to council to undertake and complete Domestic Animal Management Plan 2025 to 2029?

Response:

Council officers engaged a consultant to assist with engagement, design, analysis, and drafting of the Plan, at a cost of $29,260.

5.9 Kym Lightfoot, Cowes Football Oval

What is councils plan for a new football oval for Phillip Island.

Response:

Two new football ovals are planned as part of the Phillip Island Recreation Reserve Master Plan adopted in September 2023.
Council has committed funds to commence the functional design of the precinct in its 2025/26 Annual Budget and is advocating for contributions from all levels of government.

5.10 Bill Wilson, Regional Skate Park

What is the progress for a Regional Skate Park in the shire.

Response:

Council reviewed its Skate Park Strategy in 2023. The review responded to challenges involved in locating a facility for a regional skate park which was a key action in the initial Strategy.

The Strategy now provides for two sub-regional facilities located in Wonthaggi and Cowes. Council will be engaging with the community to develop designs for Wonthaggi sub-regional facility in the coming months.

The Strategy and Review document is available on Council's website.

5.11 Melissa Dagg, Regional Skate Park

What is the current plan for a Regional Skate Park for the shire.

Response:

Council reviewed its Skate Park Strategy in 2023. The review responded to challenges involved in locating a facility for a regional skate park which was a key action in the initial Strategy.

The Strategy now provides for two sub-regional facilities located in Wonthaggi and Cowes. Council will be engaging with the community to develop designs for Wonthaggi sub-regional facility in the coming months.

The Strategy and Review document is available on Council's website.

5.12 Ernie Westergard, Waste Contract

When will the current waste contract end.

Response:

The current waste contract ends in August 2027.

5.13 Mal Pinkerton, Transfer Station

What is council's plan for a new transfer station for Phillip Island.

Response:

Council operates the Cowes Recycling Bank seven days a week.

Council has allocated resources under the Long-Term Financial Plan to progress plans for a refurbished or new transfer station on Phillip Island during the current term of Council.

5.14 Mal Pinkerton, Inverloch Dinosaurs

What is councils plan for a Dinosaur Trail for Inverloch.

Response:

Council is progressing the Dinosaur Trail project by prioritising the redevelopment of the Wyeth–McNamara Park Playground (commonly known as Rainbow Park) as the first stage.

The immediate next step is completing the detailed design work, which will guide future stages of the Trail's development. Further information on the project can be found on Council's Engage Bass Coast website.

5.15 Melissa Dagg, Inverloch Dinosaurs

What is the plan for the Inverloch Dinosaur Museum.

Response:

Council is progressing the Dinosaur Trail project by prioritising the redevelopment of the Wyeth–McNamara Park Playground (commonly known as Rainbow Park) as the first stage.

The immediate next step is completing the detailed design work, which will guide future stages of the Trail's development. Further information on the project can be found on Council's Engage Bass Coast website.

5.16 Kym Lightfoot, Inverloch Dinosaurs

What is councils plan for a Dinosaur Light Show for Inverloch.

Response:

Council is progressing the Dinosaur Trail project by prioritising the redevelopment of the Wyeth–McNamara Park Playground (commonly known as Rainbow Park) as the first stage.

The immediate next step is completing the detailed design work, which will guide future stages of the Trail's development. Further information on the project can be found on Council's Engage Bass Coast website.

5.17 Graham Jolly, Costings

Would council please publish a listing with costs of Subscriptions, Memberships, Memorandums of Understanding and Partnerships for the period 1st July 2024 to 31 October 2025.

Response:

All financial memberships and sponsorships handled by Council for the period from 1 July 2024 to 30 June 2025 have been made available on Council's website.

Because some larger memberships are paid annually during the first quarter, presenting data over a 16-month span would not provide an accurate representation.

Some Memorandums of Understanding and Partnerships do not involve financial commitments from Council.

5.18 Ernie Westergard, North Pier Hotel

What is the plan to repair the unsafe concrete roof platform to the toilet block on the Cowes foreshore in front of the North Pier Hotel that is currently closed to the public.

Response:

Due to the high cost of renewing the structure to its former capacity, there are no immediate plans for the repair of the platform. The public toilets are currently safe and operational.

5.19 Terry Parkin, Advocacy Listing

Would council please provide all details in a listing with costs for the 2025/26 current year Advocacy Listing.

Response:

Council's advocacy priorities for 2026-2028 are under development.

5.20 Bill Wilson, Solar Panels

Council has installed solar panels to a range of council owned buildings in the shire to reduce electricity cost.

What is the current feed in Tariff rate for solar energy fed back into the grid?

Response:

The feed in tariff Council receives for exporting excess solar power to the grid varies from 0.04 to 0.044 cents per kilowatt hour, depending on the size of the solar power system.

The main financial benefit to Council and the community arises from using the free solar power on site as it is generated, and from storing excess energy in a battery system for later use.

5.21 Kevin Griffin, Rate Capping

Last month Council advised that it does not plan to endorse a position on rate capping.
Rate capping was introduced in 2016 to reduce financial inefficiency and to stop excessive and uncontrolled annual rate hikes by Victorian Councils.
Why is this Council unwilling to endorse support for continued rate capping?

Response:

While rate capping was introduced in 2016 with the intention of improving efficiency and limiting excessive increases, it also affects Council's ability to keep pace with rising costs in areas such as construction, materials, insurance, labour, and essential community services. While this matter is not currently on the agenda, Council may resolve a position at any point during its term.

5.22 Kevin Griffin, Staff Numbers

Council's 2025 annual report states total Full Time Equivalent (FTE) staff of 312.91 at 30 June 2025, excluding vacancies.
Council's budget 2025-26 states forecast total FTE staff of 351.4 .
This is about 22% FTE increase.
Will council provide details for each of the almost thirty-nine additional budgeted FTE positions?

Response:

The 312.91 FTE reported in Council's 2025 Annual Report represents the number of staff actively employed as at 30 June 2025. This figure excludes a range of positions vacant at that time, including roles temporarily unfilled due to long-term leave, advertised vacancies, recruitment in progress, and positions affected by flexible work arrangements.
The approved FTE published in the Annual Budgets reflects Council's total approved staffing, with 348.3 FTE for 2024–25 financial year and 351.4 FTE for 2025–26 financial year.

5.24 Mario Boffa, Landfill Expenditure

Councils operational expenditure for Wonthaggi Landfill Rehabilitation resulted in cashflows of over $20 million for the first quarter (previous question 15 October 2025). Where in the first quarter does the $20 million become evident for reading. Please explain.

Response:

The total operational outflows are reported through the Cashflow statement of the Quarterly Performance Report, page 41 noting $26.978 million of outflows for Employee Costs, Materials and Services and Other payments.

The Wonthaggi Landfill Rehabilitation project has a year-to-date expenditure of $1,196,939 as at 30 September 2025. This has been reported on page 53 of the Capital Works Status Report in the Quarterly Performance Report.

5.25 Peter Fogarty, DAMP consultation

During the survey, it was alleged that members of a Bass Coast lobby group encouraged people to submit to the DAMP survey multiple times in order to influence the result. This behaviour was reported to Council.

Has Bass Coast Shire Council referred this matter to Victoria Police for investigation? If not, why not?"

Response:

Council's community engagement platform, Engage Bass Coast, provides controls to ensure that community engagement submissions are genuine and unique.

Through the Domestic Animal Management Plan engagement process, Council heard from a broad range of community members representing a diverse collection of interests.

5.26 Pauline Taylor, Golden Cypress

Community and Committee are angered that the iconic, healthy Golden Cypress tree at the bottom of Thompson Avenue will be removed to comply with Government regulations particularly as there is a lot of concrete available in that area and the Street will be one way. Were other options considered?

Response:

Yes, other options were considered in this design stage. The health, long-term viability of the tree, and Disability Discrimination Act (DDA) compliance were the key focus.

5.27 Johnny Cantone, Pump and Mountain bike track update

Q1. Can Council provide an update on the status, funding, and expected timeline for the development of the new pump track in Bass Coast, including any recent progress or delays?
Q2. Can Council outline the current progress on the proposed mountain bike tracks in Bass Coast, including planning, community consultation, and anticipated construction or completion dates?

Response:
Council is working on the delivery plan for its Mountain Bike/BMX/Pump Track Strategy which outlines high level concepts for a Pump Track at Cape Woolamai and Mountain Biking facilities at Sunset Strip, Ventnor and Wonthaggi.

Design work for the Pump Track at Sunnyside Reserve, Cape Woolamai is progressing in the current financial year, and the community will be consulted early next year.

Council is also working with The Bass Coast Mountain Bike Association to progress design at Sunset Strip, Gap Road at Ventnor and West Area Road at Wonthaggi sites.

Once complete, these designs will give Council shovel-ready projects ready to apply for external funding for construction, with opportunities already identified through Sport and Recreation Victoria and similar programs.

5.28 Graham Jolly, Carryover projects

Council has omitted to publish 22 projects in the 1st Quarter Report that were previously listed as carryovers to 2025/26 reported in the last 4th Quarter report 2024/25. Would council please explain why these financial details were not reported for the 19 November 2025 meeting.

Response:
As part of Council ongoing continuous improvement of the Quarterly Performance Reporting, Council has identified the two significant operational projects for inclusion in the 2025-26 Financial year.

The Operational Carry Over projects, disclosed in the Q4 Report for 2024-25 financial year, are forecasted in the consolidated financial results and given the nature and size of these projects, are not reported upon individually.

6 Notices of Motion

6.1 Neighbourhood Houses

Council Decision

Moved: Cr. Mat Morgan / Seconded: Cr. Jon Temby

Motion

That in support of the Keep Our Doors Open campaign, Council writes to the Hon Ros Spence, Minister for Carers and Volunteers requesting the State Government to:

1. **Restore funding of local neighbourhood houses to historical levels with a 25% funding increase.**
2. **Increase Neighbourhood Houses Victoria's core funding from $300,000 to $500,000 per year.**

CARRIED UNANIMOUSLY

Cr Rochelle Halstead removed themself from the position of Chair at 1:53pm

Cr Brett Tessari assumed the position of Chair at 1:53pm

6.2 Planning Amendment (Better Decisions Made Faster) Bill 2025

Council Decision

Moved: Cr. Rochelle Halstead / Seconded: Cr. Mat Morgan

Motion

1. **Request that the State Government immediately postpone the *Planning Amendment (Better Decisions Made Faster) Bill 2025* to allow for further consultation with local government and community;**
2. **Request that the State Government include improved consultation requirements within the *Planning Amendment (Better Decisions Made Faster) Bill 2025* to ensure third party review rights continue to be an integral part of the planning system;**
3. **Write to the Minister for Planning seeking an urgent meeting to discuss the *Planning Amendment (Better Decisions Made Faster) Bill 2025* and the implications it will have for the local government sector and communities of Bass Coast; and**
4. **Support the ongoing advocacy of the Municipal Association of Victoria on this matter.**

CARRIED UNANIMOUSLY

Cr Brett Tessari removed themself from the position of Chair at 2:00pm
Cr Rochelle Halstead returned to the position of Chair at 2:00pm.

7 Petitions and Joint Letters

There were no Petitions and Joint Letters.

8 Reports Requiring Council Decision

8.1 Planning Application PDPLANPER-2025/000218 - Construction of two dwellings on a lot in a General Residential Zone (GRZ1) and Design and Development Overlay (DDO1) - 30 Grossard Point Rd, VENTNOR

Council Decision

Moved: Cr. Mat Morgan / Seconded: Cr. Jon Temby

That in relation to Planning Permit application PDPLANPER-2025/000218 for the construction of two dwellings on a lot in a General Residential Zone (GRZ1) and Design and Development Overlay (DDO1) located at 30 Grossard Point Road Ventnor, Council resolves to issue a Notice of Decision to Grant a Permit subject to the following conditions:

Amended plans required

1. **Before the development commences, amended plans drawn to scale with dimensions must be submitted to and approved by the responsible authority. The plans must be generally in accordance with the plans prepared by Ramage Designs, dated 20/08/2025 but modified to show:**
   a) **Compliance with Standard B3-3 by including screening in front of all existing and proposed site services,**
   b) **Compliance with Standard B5-5 by including dimensioned internal waste and recycling storage space,**
   c) **Civil design plans in accordance with Condition 5.**

   All to the satisfaction of the responsible authority. When approved, the plans will be endorsed and will then form part of this Permit.

Layout not to be altered

2. **The layout of the site and size, design and location of buildings and works as shown on the endorsed plans must not be altered without the prior written consent of the responsible authority.**

Amenity

3. **The use and development must be managed so that the amenity of the area is not detrimentally affected, through the:**
   a) **Transport of materials, goods or commodities to or from the land**

b) **Appearance of any building, works or materials;**

c) **Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, wastewater, waste products, grit or oil, or otherwise;**

d) **Presence of vermin;**

Mandatory residential reticulated gas service connection condition

4. **Any new dwelling allowed by this permit must not be connected to a reticulated gas service (within the meaning of clause 53.03 of the relevant planning scheme). This condition continues to have force and effect after the development authorised by this permit has been completed.**

Site civil design plans

5. **Before the issue of a Building Permit, detailed civil construction plans must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will then form part of the permit. All construction plans submitted for approval must be consistent with this permit and must conform with the requirements of all relevant servicing authorities. The plans must be drawn to scale with dimensions and an electronic copy (PDF) must be provided. The plans must show:**

   a) **Drainage of the subject land, including levels or contours of the land (including relevant external catchments) and all hydraulic computations. The drainage plan must be prepared in accordance with the requirements of the Infrastructure Design Manual (IDM) as amended and must provide for the following:**

      i. **How the land including all buildings, open space and paved areas within each lot will be drained for a 20% AEP storm event to the legal point of discharge.**

      ii. **An underground pipe drainage system conveying stormwater to the legal point of discharge and connecting into Bass Coast Shire Council's stormwater drainage system.**

      iii. **The provision of stormwater detention within the site and prior to the point of discharge into Bass Coast Shire Council's drainage system. The stormwater detention system must be designed to ensure that stormwater discharges arising from the proposed development of the land are restricted to pre-development flow rates. The rate of pre-development stormwater discharge shall be calculated using an allowable discharge rate for the site 37 l/sec/ha.**

iv. **Provision of over-land surcharge routes for all storm events up to the 1% AEP. This must include cut-off drains and associated infrastructure for the safe and effective passage of stormwater flows arising from areas upstream of the subject land discharging into Bass Coast Shire Council's drainage system.**

v. **No part of any above ground stormwater detention system is to be located within a stormwater drainage easement or a sewerage easement unless with the responsible authority's written approval.**

vi. **Any above ground detention tanks to be deferred via a Section 173 agreement must be noted on the plans.**

b) **Vehicle and pedestrian access and car parking to the satisfaction of the responsible authority including:**

i. **A vehicle access to each dwelling, to be designed in accordance with IDM standards (SD 260). Clearance from obstructions including existing street trees, service authority assets, footpaths, kerb and channel, poles, rain gardens, pits, cables, pipes, bus shelters / stops, street furniture, signs, etc. must be shown on the plans.**

ii. **Building envelopes (existing or proposed), service authority assets on site, all easements (existing, proposed and implied) and other building, drainage and access restrictions / obstructions as applicable.**

Construction

6. **Before the issue of an occupancy permit, the following works must be completed to the satisfaction of the responsible authority including all necessary permits being obtained and inspections undertaken:**

a) **All civil construction works, must be constructed in accordance with the civil design plans for the property as endorsed by the responsible authority pursuant to this Planning Permit.**

b) **All drainage works (excluding any above ground detention tanks deferred via a Section 173 agreement) in accordance with the endorsed civil plans.**

c) **Photographic evidence of the legal point of connection to Council's drainage system must be provided if Council inspection cannot be arranged prior to backfilling.**

d) **As-constructed levels must be provided to AHD for any new Council assets constructed with the development.**

e) **Areas for common property, vehicle access and car parking within the land must be constructed in accordance with the endorsed civil design plans.**

f) **All proposed vehicle crossings and footpaths must be constructed in accordance with the endorsed plans and IDM standards,**

g) **All redundant infrastructure (including vehicle crossings) abutting the site shall be removed and the kerb, channel, naturestrip and footpath shall be reinstated.**

Maintenance of onsite drainage system

7. **The onsite stormwater drainage system including stormwater detention, installed in accordance with the endorsed plans, must not be removed or modified without the further approval (in writing) of the responsible authority.**

8. **No mud, dirt, sand, soil, clay, stones, oil, grease, scum, litter, chemicals, sediments, gross pollutants, animal waste or domestic waste shall be washed into, allowed to enter or discharged to the stormwater drainage system, receiving waters or surrounding land and road reserves, during the construction works hereby approved to the satisfaction of the responsible authority.**

Landscaping completion and maintenance

9. **Within 3 months from when the development is complete, the site whether occupied or not, must be landscaped in accordance with the endorsed landscape plan. The landscaping shown on the endorsed plans must be thereafter maintained to the satisfaction of the responsible authority, including that any dead, diseased or damaged plants are to be replaced within two months of any failing and any Trees to be retained or planted are to remain in situ for the life of the permit.**

10. **High quality photographs (from various angles and distances) to be provided within 3 months from when the development is complete demonstrating the trees as being planted in accordance with the endorsed plans. The responsible authority may require this to be accompanied by additional evidence including but not limited to receipts of the purchased trees or a formal written statement by an arborist confirming the landscaping has been undertaken in accordance with the endorsed plans.**

Permit expiry

11. **This Permit will expire if:**

a) **The development does not start within 2 years of the issued date of this Permit; or**

b) **The development is not completed within 4 years of the issued date of this Permit.**

In accordance with Section 69 of the Planning and Environment Act 1987, an application may be submitted to the responsible authority for an extension of the periods referred to in this condition.

Permit Notes

A. Planning permission

Nothing in the grant of this permit should be construed as granting any permission other than planning permission for the purpose described. It is the duty of the permit holder to acquaint themselves, and comply, with all other relevant legal obligations (including any obligation in relation to restrictive covenants and easements affecting the site) and to obtain other required permits, consents or approvals.

B. Failure to Comply

Any failure to comply with the conditions of this permit may result in action being taken to have an Enforcement Order made against some or all persons having an interest in the land and may result in legal action or the cancellation of this permit by the Victorian Civil and Administrative Tribunal.

C. Build Over Easement

Separate consent is required to build over the easement. It will be necessary to obtain consent from all relevant authorities prior to construction. Please note that consent may or may not be given, depending on specific site circumstances and conditions.

D. Permit to Building Surveyor

The permit holder/applicant/owner must provide a copy of the Planning Permit to any appointed Building Surveyor. It is the responsibility of the permit holder/applicant/owner and the Building Surveyor to ensure that the development approved by this Permit is consistent with any Building Permit approved and that all works are consistent with the endorsed plans approved under this Planning Permit."

CARRIED

Cr. Ron Bauer called for a division

For: Cr. Brett Tessari, Cr. Jan Thompson, Cr. Meg Edwards and Cr. Rochelle Halstead, Cr.Mat Morgan, Cr Jon. Temby

Against: Cr. Ron Bauer, Cr. Tim O'Brien and Cr. Tracey Bell

8.2 Planning Application PDPLANPER-2024/001949 34 Boyd Street Wonthaggi

Council Decision

Moved: Cr. Mat Morgan / Seconded: Cr. Tim O'Brien

That Council resolve to refuse to issue a planning permit for planning application PDPLANPER-2024/001949 under the following clauses of the planning scheme:

Planning scheme clause	Matter for which the permit has been granted
Clause 35.03-1 (Rural Living Zone)	The use of the land for a Section 2 Use (Contractor's Depot).
Clause 35.03-4 (Rural Living Zone)	Buildings and works associated with a use in Section 2 of Clause 35.03-1.
Clause 45.05-2 (Restructure Overlay Schedule 7)	Construction of a building.

Subject to the following grounds of refusal:

1. **The proposal is inconsistent with planning policy under Clause 13 (Environmental risks and amenity) which seeks to avoid incompatible land use planning and protect residential land from adverse offsite amenity impacts.**
2. **The proposal is at odds with Clauses 11-01-1L-02 (Wonthaggi) and Clause 17.03-1L (Industrial land supply) of the Planning Policy Framework which seek to facilitate industrial-like uses in appropriate locations and encourage the relocation of industrial activities from predominantly residential areas to industrial estates.**
3. **The proposal does not meet the objectives of transport planning policy including Clause 18.01-1S (Land use and transport planning) which seeks to plan movement networks and adjoining land uses to minimise disruption to residential communities and their amenity.**
4. **The proposal is inconsistent with the purpose and decision guidelines of Clause 35.03 (Rural Living Zone) which seeks to primarily facilitate and protect residential land use in a rural environment.**
5. **The proposal is at odds with the decision guidelines of Clause 45.05 (Restructure Overlay) in relation to the intended and existing rural-residential use, development and character of the surrounding area.**
6. **The proposal does not produce an acceptable outcome or uphold orderly planning in relation to the decision guidelines of Clause 65 of the Bass Coast Planning Scheme.**

CARRIED

Cr. Brett Tessari abstained

8.3 The Unlocking Rural Tourism Strategy and its relationship to the Statement of Planning Policy

Council Decision

That Council receive and note the report on the BURT Strategy in response to the motion carried on 17 September 2025.

Cr. Jan Thompson proposed an amendment
Moved: Cr. Jan Thompson / Seconded: Cr. Tim O'Brien
That Council:

1. **Receive and note the report on the Bass Coast Unlocking Rural TourismStrategy in response to the motion carried on 17 September 2025; and,**
2. **Discontinue the Bass Coast Unlocking Rural Tourism Strategy.**

CARRIED

Cr. Tracey Bell abstained

8.4 Wimbledon Heights Pedestrian Crossing

Cr. Meg Edwards left the meeting at 2:34 pm.

Council Decision

Moved: Cr. Tracey Bell / Seconded: Cr. Jon Temby

That Council:

1. **Continues to advocate to the Department of Transport and Planning and the State Government to lower the speed limit and fund the pedestrian crossing construction**
2. **Continues to advance planning for construction of a pedestrian crossing in line with the developed concept design.**

CARRIED

8.5 The Esplanade (Sunderland Bay Road to Zephyr Court)

Council Decision

Moved: Cr. Jon Temby / Seconded: Cr. Tracey Bell

That Council:

1. **Resolve not to proceed with the proposed Scheme in its current form**
2. **Initiate a new statutory process by presenting a revised scheme at a future Council Meeting**
3. **Notify all affected property owners of the updated status of the proposed Scheme and provide information regarding the timeline and opportunities to participate in the revised legislative process.**

CARRIED

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8.6 2025-2026 Q1 Performance Report

Cr. Meg Edwards returned to the meeting at 2:38 pm

Council Decision

Moved: Cr. Mat Morgan / Seconded: Cr. Jon Temby

That Council receives the September 2025 Quarterly Performance Report.

CARRIED UNANIMOUSLY

8.7 Rating Strategy - Rating Options for Consultation

Council Decision

Moved: Cr. Tim O'Brien / Seconded: Cr. Meg Edwards

That Council:

1. **Release the following three alternative rating differential options for public consultation and submissions:**
   - **Option 1 – Removal of the Land Management Rebate and proposes a reduced Farm rate differential of 65% and a higher Vacant Land differential of 200%.**
   - **Option 2 – Removal of the Land Management Rebate and proposes a reduced Farm rate differential of 70% and a higher Vacant Land differential of 175%.**

- **Option 3 – Removal of the Land Management Rebate and proposes a reduced Farm rate differential of 75% and a Vacant Land differential of 150%.**

2. **Release the following alternative Waste Charge distribution options for public consultation and submissions:**
   - **Option 1 – Inclusion of pensioner Waste Charge rebate of 20% funded through the Waste Charge cost recovery model.**
   - **Option 2 – Maintain the existing Waste Charge model excluding any pensioner rebates.**

CARRIED UNANIMOUSLY

8.8 Award of Tender No. 25014 Fuel Card Solutions

Council Decision

Moved: Cr. Brett Tessari / Seconded: Cr. Jon Temby

That Council:

1. **Endorse the participation in the collaborative contract established by Procurement Australia under Contract No. 2703/0110.**
2. **Authorise the Chief Executive Officer to execute all necessary documentation to formalise the contract with Business Fuel Cards Pty Ltd under the Procurement Australia Contract No. 2703/0110.**

CARRIED UNANIMOUSLY

8.9 Council Meeting Schedule 2026

Council Decision

Moved: Cr. Mat Morgan / Seconded: Cr. Jan Thompson

That Council adopt the meeting schedule for 2026 as follows:

Date	Venue	Time
18 February 2026	Wonthaggi, Civic Centre Chamber	1.00pm
18 March 2026	Berninneit, Large Meeting Room	1.00pm
15 April 2026	Wonthaggi, Civic Centre Chamber	1.00pm
20 May 2026	Wonthaggi, Civic Centre Chamber	1.00pm
17 June 2026	Wonthaggi, Civic Centre Chamber	1.00pm
15 July 2026	Berninneit, Large Meeting Room	1.00pm
19 August 2026	Wonthaggi, Civic Centre Chamber	1.00pm
16 September 2026	Wonthaggi, Civic Centre Chamber	1.00pm
21 October 2026	Berninneit, Large Meeting Room	1.00pm
18 November 2026	Wonthaggi, Civic Centre Chamber	1.00pm
9 December 2026	Wonthaggi, Civic Centre Chamber	1.00pm

CARRIED UNANIMOUSLY

8.10 Appointment to Council Audit and Risk Committee

Council Decision
Moved: Cr. Jon Temby / Seconded: Cr. Jan Thompson
That Council

1. **Appoints Councillor representatives to the following Council committees for a period of 1 year:**

Audit and Risk Committee	**Mayor & Cr Tessari**

CARRIED UNANIMOUSLY

8.11 Independent Membership - Audit and Risk Committee

Council Decision

Moved: Cr. Brett Tessari / Seconded: Cr. Jon Temby

That Council:

1. **Formally acknowledge and thank Mr Bruce Potgieter for his contribution as an independent member of Council's Audit and Risk Committee; and**
2. **Establish a panel consisting of the Mayor, General Manager Innovation and Engagement, and Manager Governance and Communications to assess and interview candidates for appointment to the Audit and Risk Committee, in accordance with the committee charter.**

CARRIED UNANIMOUSLY

8.12 Instruments of Appointment and Authorisation

Council Decision
Moved: Cr. Jan Thompson / Seconded: Cr. Mat Morgan

That Council in the exercise of the powers conferred by s 147(4) of the *Planning and Environment Act 1987*, resolves that:

1. **The members of Council staff referred to in the attached instrument be appointed and authorised as set out in the instrument:**
   - **Ellie Kennedy**
   - **Jericho Perez**
   - **Kate Clarke**
   - **Vivienne O'Farrell**
2. **The instrument comes into force immediately it is signed by Council's Chief Executive Officer and remains in force until Council determines to vary or revoke it.**

CARRIED UNANIMOUSLY

9 Statutory Reports

9.1 Informal Meeting of Councillors

Council Decision

Moved: Cr. Ron Bauer / Seconded: Cr. Jon Temby

That Council receive the attached Informal Meeting of Councillors records.

CARRIED UNANIMOUSLY

9.2 Planning and Building Statistics - September 2025

Council Decision

Moved: Cr. Mat Morgan / Seconded: Cr. Jon Temby

That Council:

1. **Receives and notes the Planning Permits issued under delegation report for September 2025; and**
2. **Receives and notes the Planning and Building Activity Report for September 2025.**

CARRIED UNANIMOUSLY

9.3 Contracts Awarded and or Extended under CEO Delegation for September 2025

Council Decision

Moved: Cr. Jan Thompson / Seconded: Cr. Jon Temby

The Council notes that the above contracts were awarded and or extended under the delegated authorities in accordance with the Procurement Policy during September 2025.

CARRIED UNANIMOUSLY

9.4 Councillor Allowances and Expenses for the Council Term 11 November 2024 to 30 September 2025

Council Decision
Moved: Cr. Brett Tessari / Seconded: Cr. Mat Morgan

That Council receive the report on Councillor Allowances and Expenditure for the Council term between 11 November 2024 and 30 September 2025.

CARRIED UNANIMOUSLY

10 Urgent Business

There was no Urgent Business.

11 Mayoral Announcement of Next Meeting of Council

The next Council Meeting will be held on 10 December 2025 in the Bass Coast Civic Centre Council Chamber, Baillieu Street East, Wonthaggi commencing at 1.00pm.

12 Meeting Closed

The meeting closed at 2.55pm.