



Port of Port Fairy Delegated Committee Meeting

Unconfirmed Minutes

Date: Tuesday 11 October 2022

Time: 3.00pm

Venue: Port Fairy Office – Old Council Chambers

Committee Members

Cr Jordan Lockett (Chair)

Cr Jim Doukas

Mr Daniel Hoey

Mr Rex Grady

Mr John Sproal

Mr Russell Allardice

Mr Garry Stewart

Mr Peter O’Keeffe

Officers (non-voting attendees)

Mr Kane Church – Acting Manager Environment and Regulatory Services

Ms Brett Anders – Personal Assistant I & E Directorate (Minutes)

Apologies

Ms Edith Farrell – Director Infrastructure and Environment

Acknowledgment of Country

The Chair will read the following:

We begin by acknowledging the Traditional Custodians of the land on which we meet today and pay our respects to their Elders past and present. We extend that respect to Aboriginal and Torres Strait Islander peoples here today.

Recording of Delegated Committee Meetings

The Chair will read the following:

Please note that today’s meeting is being recorded on zoom and will be uploaded to Council’s website. By participating in and addressing those present at the meeting, you consent to any information you disclose (including any personal information or sensitive information) being recorded and uploaded to the website.

Declarations of Conflict Interest

Reference: Local Government Act 2020 – Sections 130 (1)(a) and 130(2) Disclosure of Conflict of Interest in respect of a matter to be considered at a Council Meeting

A relevant person who has a conflict of interest in respect of a matter must:

- a) disclose the conflict of interest in the manner required by the Council's Governance Rules [Refer to Governance Rules – Division 2 Councillor conflict of interest disclosures] and
- b) exclude themselves from the decision making process in relation to that matter, including any discussion or vote on the matter at any Council meeting or delegated committee, and any action in relation to the matter.

Members of Staff

If a member of Council staff has a conflict of interest in a matter which they are providing advice to Council:

- a) if the advice is included in a report, the report must disclose the conflict of interest
- b) if the officer is speaking in the Council meeting, the officer must disclose the conflict of interest before speaking on the matter.

Confirmation of Minutes

Mr John Sproal moved, Cr Jim Doukas seconded that the Minutes and Confidential Minutes of the previous meeting held on 31 May 2022 be confirmed.

Carried 8:0

Public Participation

Refer to Governance Rules - Division 5 – Clause 62 Public Participation/Clause 63 Public questions/Clause 64 Public statements

62. Public participation in scheduled meeting

The agenda for every scheduled meeting must include provision for public participation.

The Council must suspend standing orders for the period of public participation.

Public participation in a Delegated Committee meeting may include:

- (a) questions from members of the public in accordance with clause 63; or
- (b) statements from members of the public in accordance with clause 64.

Unless an extension is granted by a ruling of the Delegated Committee Chair, a member of the public asking a question or making a statement under this Division must not speak for more than five minutes.

If the Delegated Committee Chair considers that a member of the public is making comments that are offensive or defamatory when given an opportunity to ask a question or make a statement:

- (a) the Delegated Committee Chair must direct the person to cease speaking; and
- (b) the meeting must proceed to the next matter.

63. Public questions

A member of the public may ask a question at a delegated committee meeting if they comply with this clause.

A person wishing to ask a question must, no later than 12 noon on the business day before the scheduled meeting, give the Delegated Committee Chair:

- (a) their name and address; and
- (b) the text of the question they wish to ask.

The Delegated Committee Chair may reject a question that is offensive or defamatory of any person, including of a Councillor or a member of Council staff.

At the discretion of the Delegated Committee Chair a question may be answered by the Delegated Committee Chair or a member of staff nominated by the Delegated Committee Chair.

If a question cannot be answered at the meeting, the Delegated Committee Chair must provide a written response to the question as soon as is practicable to:

- (a) the person asking the question; and
- (b) the Delegated Committee.

64. Public statements

A member of the public may make a statement at a delegated committee meeting if they comply with this clause.

A person making a statement may:

- (a) speak on behalf of themselves or another person or group of persons;
- (b) speak to a matter on the agenda for the scheduled meeting; or
- (c) speak on any other matter that falls with responsibilities.

A person wishing to make a statement must, no later than 12 noon on the business day before the scheduled meeting, give the Delegated Committee Chair:

- (a) their name and address;
- (b) the name of any person or group they wish to represent; and
- (c) a general description of the statement they wish to make.

The Delegated Committee Chair may reject a request to make a statement if it appears to be:

- (a) offensive or defamatory of any person, including of a Delegated Committee member or a member of Council staff; or
- (b) not a matter that falls within the responsibilities of the Council.

[Public Participation attendees for this meeting:](#)

Ashley King - succession planning for Committee members, shipwrights courses, and a proposal for enhanced signage and pathways.

1. Business Arising from Previous Meeting

Action item	Responsible Officer	Comments
Continue to work towards removal of Mary S from the Port.	Port Coordinator	ONGOING – Suggestion to create a memorial for Mr Rodgers, plaque to recognize, boat submerged out to sea as artificial reef. Another suggestion to remove the boat from the water and place in King George Square (look at feasibility of this or another vessel).
Budget bid through Tourism Department for media centre at bait shed.	Sub Committee	COMMENCED
Request DOT/AMSA lighthouse lumens upgrade	Port Coordinator	COMMENCED
Pursue outstanding debtors	Port Coordinator	COMMENCED
Port of Port Fairy Training wall assessment	Port Coordinator	ONGOING Investigate options for repair, action plan and report required.
Funding for Boat Ramp	Director Infrastructure and Environment	Outcome from masterplan. Committee unaware of Minister visit to announce funding.
Griffiths Street footpath, from rivers edge to boat ramp for safety	Director Infrastructure and Environment	Has path been scoped? Costings to be presented to Nov meeting.
Battery Hill Signage requires updating	Port Coordinator	Suggestion from Community Bank of Sponsorship of interpretive signage.
Landscaping footbridge pathway, Rotary Club	Port Coordinator	Offer by Rotary to undertake landscaping of area beside footbridge path
Pylon repairs – Fenders replacement	Port Coordinator	Replacement of fenders required on pylons. Concerns with boats trapped under the pylons. To be investigated.

2. Port Quarterly Operations Report

Overview: This report contains information pertaining to the operation and management of the Port of Port Fairy for the period from May 2022 to August 2022.

Mr Peter O’Keeffe moved, Mr Russell Allardice seconded that the Port of Port Fairy Delegated Committee note and receive the Port of Port Fairy Quarterly Operations Report for the period from May 2022 to August 2022

Carried 8:0

3. Correspondence In/Out

Overview: Update of correspondence in and correspondence out since the last Port of Port Fairy Delegated Committee meeting.

Cr Jim Doukas moved, Mr Daniel Hoey seconded that the Port Delegated Committee note and receive that no correspondence in has been received and no correspondence out has been sent since the last delegated committee meeting.

Carried 8:0

4. Port of Port Fairy Annual Report DRAFT

Overview: Update of Port of Port Fairy Draft Annual Report for 2021-2022

Mr Peter O’Keeffe moved, Cr Jim Doukas seconded that the Port Delegated Committee note and receive the Port of Port Fairy DRAFT Annual Report for 2021-2022, with correction of typo errors.

Carried 8:0

5. Port of Port Fairy Budget Update

Overview: Update of the Port of Port Fairy 2021-2022 Budget actuals, and adopted 2022-2023 Budget.

Cr Jim Doukas moved, Mr John Sproals seconded that the Port Delegated Committee note and receive the Port of Port Fairy 2021-2022 budget actuals and the adopted 2022-2023 budget

Carried 8:0

6. General Business

- Better Boating Victoria (BBV) in participation with the Victorian Government is investing more than \$33 million in the Better Boating Fund, making recreational boating cheaper and more accessible for Victorians to enjoy.

The Department of Transport and Better Boating Victoria will manage the fund's distribution. In the first year of the fund, the \$33 million investment will contribute to enhanced infrastructure and facilities, maintenance and management, improved access, safer waterways, boating destinations, enhanced data, and boating promotion.

Council has met with the Director of Better Boating Victoria to discuss the extent of funding and opportunities for improvements and works in conjunction to Councils PoPF Master Plan. The Master Plan has been issued to BBV, which outlines the intended improvements for the Port, subject to funding.

An invitation has been extended to the Director of BBV to outline the funding criteria to Council. BBV have been invited to attend the next PoPF Delegated Committee meeting, to present information on the funding scheme.

Action: Follow up with Edith/Robert on funding allocation, circulate details with Minutes.

Next Meeting

Tuesday 22 November 2022 at 3pm

Mr John Sproals moved Mr Peter O'Keefe seconded that the Port of Port Fairy Delegated Committee meeting be closed to consider confidential items.