

**MINUTES OF PLOnQ INC MEETING
HELD ON THURSDAY 17 SEPTEMBER 2020**

NAME	BUSINESS	ATTENDANCE/APOLOGY
Soula Mantalvanos (President)	Queenscliff Gallery	Present
Theo Mantalvanos (Treasurer)	Queenscliff Gallery	Present
Zelda Walters (Secretary)		Present
Sally Denahy (Committee Member)	Circa 1902	Present
Chris Dinneen (CDD) (Committee Member)	Circa 1902	Present
Laurel Hill (Committee Member)	Athelstane House	Present
John Begg	JWB Consultancy Pty Ltd	Apology
Warren Hobbs (Committee Member)	Architect j3Design & Warren Hobbs Architects	Apology
IN ATTENDANCE		
Ross Ebbells	BOQ Councillor	In attendance
Martin Gill	In attendance	In attendance
Tracey Carter	Tourism Greater Geelong and Bellarine (TGGB)	Apology
Carly Douglas	BOQ	In attendance
Shannon Di Lisio	BOQ	In attendance

	ITEM	DISCUSSION/ACTIONS
Meeting Chair		Chair, Theo Mantalvanos, welcomed everyone to the meeting and gave acknowledgement to the Wadawurrung people as the Traditional Owners of the land.
Minutes		Minutes of the Meeting of 20 August 2020 were approved and to be posted on the PLOnQ website. <u>ACTION:</u> SDD/SM
Vice President		Sally Denahy was welcomed as PLOnQ's New Vice President. Her appointment was ratified at the meeting.
New Members		TM welcomed Laurel Hill and John Begg. They were welcomed onto the PLOnQ Committee. Noted John Begg was an apology for the meeting.
	General Note:	MG (BOQ) requested matters relating to BOQ be dealt with at the start of the meeting to allow officers to return to work. <u>ACTION:</u> Future agendas to reflect this.

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Covid-19 19 - Current Situation for Businesses		<p>MG reported:</p> <ul style="list-style-type: none">• BOQ was talking to DHHS about Covid-19 restrictions.• Meetings had been held between State Government departments, DHHS, peak bodies of local government and Regional Development Victoria to decipher Step Three for regional areas.• Some measures were simple eg, opening up.• Others such as outdoor activation, required approvals from multiple agencies.• State Government working towards support and fast tracking to help local government.• BOQ to receive State Government support grant of \$250,000.• Guidelines on structure of grants were still being worked through. <p><u>BOQ Hardship Policy</u></p> <ul style="list-style-type: none">• Has been extended to December 31 2020.• Policy includes rate payment deferrals.• No interest being charged on rate deferrals.• Other permit fees for businesses exempted.• Lease assistance being provided to tenants utilising Council owned premises. <p><u>Outside Dining</u></p> <ul style="list-style-type: none">• Outside dining being fast tracked.• TM asked if there was anything Council could do to assist businesses with this.• MG said BOQ could fast track where businesses only had to deal with BOQ• Liquor licence – State Government (SG) looking to get outside permit process down from 60 days to three – four days.• Vic Roads (VR) – occupation of roads for dining – VR looking at ways to expedite this approval process.• SG trying to short circuit process but it will take a week or two for this to happen.• SM raised Vue Grand faced issues with outside dining due to the bus stop. SM enquired if this could be addressed – any possibility of having the bus stop moved.• MG stated Vic Roads and bus lines would need to be involved. There would need to be community consultation. This could be worked on but would take time. <p><u>Council Election</u></p>
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		<ul style="list-style-type: none"> • Ten eligible people had completed the candidate training. • It would be a good and competitive election. • There were articles in The Rip and Queenscliff Herald on candidates. <p><u>TGGB Update:</u> Deferred to next meeting as Tracy Carter not present.</p>
	<p>Signage and Promotional Materials</p>	<p><u>3225 Love Local Shop Local campaign:</u></p> <ul style="list-style-type: none"> • SDL stated campaign was tracking well – no figures currently available. • Working with contact manager to develop imagery and the way forward. • SM asked if it was time to grow the campaign - drop 3225 and look to reach a wider community. • RE – would this double up with Click for Vic campaign or would work in with it. • SM – Click for Vic was more general and did not include enough access to/information on specific businesses in areas. <p><u>ACTION:</u> SDL to update on 3225 at the next meeting.</p>
<p>Updates:</p>	<p>Tourism Greater Geelong and Bellarine</p> <p>Promotional material and signage</p>	<p><u>TGGB > Greater Than promotion:</u></p> <ul style="list-style-type: none"> • SM and TM stated PLOnQ had received feedback from businesses, residents and community that the TGGB campaign was not representing BOQ correctly. • Colours and information do not fit with the community identity. • PLOnQ happy to share information with Council. • Would like meeting with Council, TGGB and PLOnQ to look at how best to represent BOQ and how advertising funds are spent. • PLOnQ concern – don't have the right media going out for BOQ. • A vast and diverse area being promoted made it difficult for the advertising agency to incorporate all areas under the one campaign. • MG happy to receive feedback. He had already received some feedback that campaign hadn't been well received. • SM stated PLOnQ's Strategic Plan (already presented to Council) addressed some of these issues. • MG stated funds for the campaign had come from

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		<p>State Government. He was happy to follow up and look at original concepts that businesses agreed with.</p> <ul style="list-style-type: none"> • RE – the original consultation was good but moving from the concept stage to design stage had not hit the mark. <p><u>ACTION:</u> MG and PLOnQ to discuss further with TGGB.</p>
	<p>Funding Proposal and Grants Process</p>	<p><u>Future Grants:</u></p> <ul style="list-style-type: none"> • Possible Projection Festival. • Would like to see if TGGB could assist with this. • Would it be possible for BOQ to use some of TGGB material/equipment? • Would give people opportunity to see the same projections in two different locations. • SDL had discussions with Geelong previously. There were difficulties in relocating equipment. This may have changed with updated equipment. • May be possible to include in the Low Light Festival. • SM mentioned Gerturde Street Festival. GSF worked with Councils to put projection festivals on. • RE mentioned possible use of the Fort walls as a projection site. • Andrew Orvis of QMF had been invited to participate in PLOnQ discussions but to date had not accepted the invitations. <p><u>ACTION:</u> SDL to follow up with TGGB. SM to follow up with GSF.</p> <p><u>Business Victoria (BV) Grants:</u></p> <ul style="list-style-type: none"> • MG reported BV had several grants available for traders and sole traders (which had come out as a result of Covid-19) and complemented State Government grants. <p><u>ACTION:</u> CD and SDL to update businesses.</p>
	<p>Transport Collective And Advertising</p>	<p>CDD reported:</p> <ul style="list-style-type: none"> • A draft letter to courtesy bus owners had been sent out to meeting attendees. • Once Committee gave approval the letter would be sent. • The best way to move forward with contacting

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		<p>Searoad Ferries was discussed.</p> <ul style="list-style-type: none"> • CDD to make initial contact with Searoad Ferries. • MG was happy to be part of the delegation. • TGGB to be followed up requesting a representative be part of the delegation. <p><u>ACTION:</u> CDD to follow up regarding TGGB involvement and organise meeting with Searoad Ferries.</p>
	<p>Visitor Information Centre (VIC)</p>	<p>The Hub and VIC design:</p> <p>TM stated:</p> <ul style="list-style-type: none"> • Feedback on the design for the new building and VIC was very positive. • There was a lot of concern from community and businesses regarding access to after hours toilets. <p>ZW commented:</p> <ul style="list-style-type: none"> • Many people disgruntled at the removal of after hours toilets. • People wanted to know the time frame and location for installation of new after hours toilets. • Some members of the community were feeling Council had not listened to them on this issue. <p>MG reported:</p> <ul style="list-style-type: none"> • The anticipated Hub build start date was November/December. • Some issues were still to be resolved. • BOQ was meeting with QCA to try to resolve concerns with the design. • Evidence suggested not many people were using after hours toilets. • Council needed to communicate better with the community on the best location. • Toilets to be closed be for 12 – 18 months during construction. • Council had committed to undertake a review on the best location for a 24 hour toilet. • If events were running (eg, hot rod festival) the VIC toilets would be open after hours. <p><u>ACTION:</u> Council to update the community in the next weeks.</p>
<p>Other Matters</p>	<p>Flags/ Christmas</p>	<p>SDL reported this was a work in progress:</p>

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	Decorations	<ul style="list-style-type: none"> • The Shop Local campaign would be creatively enhanced by Christmas Flags (in Hesse Street and Point Lonsdale) as well as a media campaign and web presence. • Working with designers on the campaign. • Planning underway to have infrastructure for the flags installed at the Northern end of Hesse Street. <p>CD (BOQ) reported:</p> <ul style="list-style-type: none"> • Banner style flags had been investigated to better suit location. • Advice had been sought from the flag producer regarding installation and fitting to ensure there would be no problems. • Flags were being designed for longevity. • To be installed in Point Lonsdale and Queenscliff. <p>SD commented:</p> <ul style="list-style-type: none"> • Businesses being able to have tables and wares on the street would give a good festive feeling to the Queenscliff and Point Lonsdale main streets. • Important part of presentation of the BOQ to visitors. <p><u>ACTION:</u> Update progress at next meeting.</p>
Other Business	Doggie Bags	<p>Philip Carruthers (BOQ) had been looking into the feasibility of installing doggie bags in Hesse Street.</p> <ul style="list-style-type: none"> • Sites needed to be identified. • Did the town want to be welcoming of dogs in the main street. <p>TM & SM commented:</p> <ul style="list-style-type: none"> • BOQ had a massive dog community. • 2-7% of people visiting her business had dogs with them. • Could 'dogs welcome' be included in 3225 campaign. • What steps would need to be taken to make and advertise BOQ as a dog friendly town. <p>SDL said the initiative could be good for mental health message.</p> <p><u>ACTION:</u> SDL to follow up inclusion in the 3225 campaign.</p>
	Late Night	TM commented:

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	<p>Christmas Trading</p>	<ul style="list-style-type: none"> • Looking to make changes last year's two late night trading evenings. • Promote to businesses - to extend daily trading for an additional 1-2 hours. • Promote shop local for Christmas. • Need to get a large number of businesses on board. <p>SDL stated there was a possibility some of the State Govt recovery grant could be allocated to a campaign.</p> <p><u>ACTION:</u> SDL to look into. For further discussion.</p>
	<p>Roundabouts</p>	<p>Discussion on ways to beautify roundabouts – eg, removal of some bluestones and garden beds being planted.</p> <p>MG reported the initiative was progressing:</p> <ul style="list-style-type: none"> • Designs were being worked through. • Relevant authorities (eg Vic Roads) were being spoken to. • Some budget was available for work to be undertaken. • Timing an issue at present. <p>RE commented:</p> <ul style="list-style-type: none"> • Current roundabouts were not originally part of the streetscape. • Would assist to brighten and improve the Borough's appearance. • He hoped the community come on board.
	<p>Heritage/Disability accessibility in Borough</p>	<ul style="list-style-type: none"> • SM stated BOQ needed to comply with the Government Disability Discrimination Act regarding access. • Business owners and community members had raised the issue. • Businesses in heritage buildings were not able to make changes to outside of buildings - clarification required. • Who was responsible and could be talked to at Council. • Several community members not happy with the inability to access some of the heritage buildings in the Borough. • The issue of water sitting on footpath and in gutters after rain, needed to be addressed by Council and Vic Roads.

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		<p>MG to follow up:</p> <ul style="list-style-type: none"> • Talk to BOQ planners, building surveyor and BOQ's heritage consultant. • Happy to have a meeting with a PLOnQ delegation to work out what was and was not possible. • Look to work through the process. <p><u>ACTION:</u> - MG to follow-up with Vic Roads at next scheduled meeting. - TM to forward PDF previously sent to Council (PC) to MG.</p>
Deferred Items		<p>The following items were deferred until the Covid-19 lockdown was clearer:</p> <ul style="list-style-type: none"> • Borough "Whats On" guide • Calendar of Events • Summer Advertising Campaign
Next Meeting (via Zoom)		<p>Thursday 15 October 2020 at 8.30am via Zoom.</p> <p>Chair: To be advised.</p>

SIGNED AS A CORRECT RECORD:

PRINT NAME:

DATED:15 October 2020.