



**ORDINARY  
MEETING OF  
COUNCIL**

**AGENDA**

**22 JUNE 2009**

# Ordinary Meeting of Council

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## Welcome

Welcome to this Meeting of the Port Phillip City Council.

Council Meetings are an important way to ensure that your democratically elected representatives are working for you in a fair and transparent way. They also allow the public to be involved in the decision making process of Council.

## About this meeting

There are a few things to know about tonight's meeting. The first page of tonight's Agenda itemises all the different parts to the meeting. Some of the items are administrative and are required by law. In the agenda you will also find a list of all the items to be discussed this evening.

The agenda may include new items that have not previously been considered before at a Committee Meeting, these items are known as Orders of the Day. The agenda may also include supplementary reports which provide additional information requested by Council. Recommendations from Council's Strategy and Policy Review Committee and at times the Statutory Planning Committee (which both have met during the month) will also be presented.

Each Order of the Day and supplementary information will have reports written by a Council officer outlining the purpose of the report, all relevant information and a recommendation. Council will consider the report and either accept the recommendation or make amendments to it. All decisions of Council are adopted if they receive a majority vote from the Councillors present at the meeting.

## Public Question Time

Provision is made at the beginning of the meeting for question time from members of the public. Question time is limited to 20 minutes unless the meeting resolves to extend this time.

If you would like to ask a question tonight, please fill in the blue 'Do You Wish to ask a Question or make a Public Comment' form located outside the chamber and give it to the Administrative Officer.

## Public Comment

Any person who has made a written submission on an item and requested that she or he be heard in support of that written submission pursuant to section 223 of the Local Government Act will be entitled to address Council. Any other public comment at this meeting is at the discretion of the Chairperson.

If you would like to address the Council on any of the items being discussed tonight, please fill in the blue 'Do You Wish to ask a Question or make a Public Comment' form located outside the chamber and give it to the Administrative Officer. When your item is being discussed the Chairperson will call your name and ask you to address the Council. The length of time available to each speaker will be at the Chairpersons discretion, noting that time available may be limited.



CITY OF PORT PHILLIP

# PORT PHILLIP CITY COUNCIL BUSINESS PAPER

## To Councillors

Notice is hereby given that an **Ordinary Meeting** of the **Port Phillip City Council** will be held in the **Council Chamber, St Kilda Town Hall** on **Monday, 22 June 2009 at 6.00pm.**

## AGENDA

1. **APOLOGIES**
2. **CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**
  - Minutes of the Ordinary Meeting of the Port Phillip City Council held on 25 May 2009.
  - Minutes of the Special Meeting of the Port Phillip City Council held on 11 June 2009.
3. **DECLARATION OF CONFLICTS OF INTERESTS**
4. **PETITIONS AND JOINT LETTERS**
5. **SEALING SCHEDULE**
6. **CORRESPONDENCE**
7. **PUBLIC QUESTION TIME**
8. **COUNCILLOR QUESTION TIME**
9. **PRESENTATION OF REPORTS AND RECOMMENDATIONS FROM S86 SPECIAL COMMITTEE MEETINGS**
  - Reports of the Strategy and Policy Review Committee – 1 June 2009.
    - A1 - *Review of Heritage Overlay 3 - Amendment C72 to the Port Phillip Planning Scheme*  
**Committee's Recommendation**  
**That Council:**
      1. **Defer this item to the Ordinary Meeting of Council to be held on Monday, 22 June 2009 to allow further discussion and analysis of the consultant's report.**
    - A2 - *Amendment C74 (Updates and Corrections to the Port Phillip Planning Scheme) - Consideration for Adoption*
    - A3 - *Review of Submissions for Footpath Activities Local Law 7 2009*

A4 - *Clarendon Children's Centre Feasibility Study*

**Committee's Recommendation**

**That Council:**

1. Consider the following recommendation at the Ordinary Meeting of Council to be held on Monday, 22 June 2009.
  - a) Proceed to detailed design on the concept for 400-412 Clarendon St, to increase the capacity of Clarendon Children's Centre by 20 licensed places, and create two new maternal and child health consulting suites, shared space and associated facilities by incorporating the existing tenancy at 400 Clarendon St.
  - b) Conduct consultations with Clarendon Children's Centre and the Maternal and Child Health Service on the detailed design.
  - c) Note that Napier St Hostel will also be consulted around any impact on car parking and access to their facility.

A5 - *St Kilda Festival Review (See Supplementary Report)*

**Committee's Recommendation**

**That Council resolves to:**

1. Undertake a broad public review of St Kilda Festival.
2. Use the results of this review to inform and revise (if necessary) other Council policies relevant to St Kilda Festival such as the 2003 Festivals Framework.
3. Note that officers will consider the following criteria in the appointment of an independent consultant:
  - Experience in stakeholder and community consultation, community development, arts, and music.
  - Understanding / experience with strategic planning for major festivals and events.
  - Price.
4. Note the intention to advertise for expressions of interest for the establishment of a Community Reference Group under the Terms of Reference referred to in Attachment 1.

**Committee's Recommendation**

**That Council request a supplementary report to be presented to Council outlining the scope of the proposed consultants brief.**

A6 - *10 Mitford Street Bus Shelter*

A7 - *Bank Street/Moray Street – Safety and Amenity Improvements (See Supplementary Report)*

**Committee's Recommendation**

**That Council defer this item to the Ordinary Meeting of Council to be held on Monday, 22 June 2009 for further advice in relation to analysis of the improvements at Bank Street and Moray Street.**

A8 - *Shopping Centre Speed Limits*

A9 - *Appointment of Councillor to Rupert Bunny Foundations Subcommittee*

A10 - *North Port Oval*

A11 - *Draft Fitzroy Street Streetscape Plan*

## AGENDA - ORDINARY MEETING OF COUNCIL – 22 JUNE 2009

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A12 - *St Kilda Skate Park Site Recommendations (See Supplementary Report)*  
**Committee's Recommendation**

That Council resolves to:

1. Note that the St Kilda Skate Park Community Reference Group, was established and conducted in accordance with Council resolutions of 18 December 2008 and the 23 February 2009, and came to a consensus view that the Marina Reserve site was the preferred site for a skate park.
2. Note that the Independent Assessor, Mr. Richard Simon concluded that the preferred site for the proposed St Kilda skate park is the Marina Reserve – Parkland Area.
3. Commence a process of engagement with the local community to identify issues to be addressed regarding the preferred location and in the design or the skate park at Marina Reserve.
4. Formally commence a process to facilitate development of a skate park on the Marina reserve site by writing to the relevant Minister(s) and requesting the cooperation of the relevant government Department or Authorities to gain approval for this site.
5. Request a further report be presented to Council, following community feedback and a response to the request for relevant approvals.
6. Thank the community members of the CRG for the considerable effort and time they put into the process.

A13 - *West Beach Lease Submission*  
**Committee's Recommendation**

1. That Council having heard and considered submissions notes that a supplementary report will be prepared for the Ordinary Meeting of Council on 22 June 2009.
2. That the supplementary report address the issues raised by the presenters at this Strategy and Policy Review Committee held on Monday, 1 June 2009.

A14 - *Audit Committee Activities Update*

A15 - *Proposed Discontinuance and Sale of ROW – Rear 27 Philipson Street, Albert Park*

A16 - *Proposed Discontinuance and Sale of ROW – Rear 5 Finlay Street, Albert Park*

UB1 *St Kilda Film Festival*

- Reports of the Statutory Planning Committee – 9 June 2009.
  - B4 – Delegate Report

### 10. CHIEF EXECUTIVE OFFICER'S REPORT

### 11. ORDERS OF THE DAY

- Order 1 - Road Management Plan Review
- Order 2 – Appointment of Community Representatives to the Liardet St Family and Children's Centre Steering Committee
- Order 3 – Meeting Process Review
- Order 4 – Proposed Expression of Interest Process – Lease of 129 Beaconsfield Parade, Albert Park
- Order 5 - 2009-2010 Community Grants Program
- Order 6 - 2009-2010 Cultural Development Fund

- 12. REPORTS BY COUNCILLOR DELEGATES APPOINTED TO OTHER BODIES**
- 13. URGENT BUSINESS**
- 14. CONFIDENTIAL MATTERS**

17 June 2009

## 4. PETITIONS AND JOINT LETTERS

### Item 1

A Joint Letter was received from 7 residents in regards to traffic treatments in Ross Street, Port Melbourne.

The Joint Letter states as follows:

*We the undersigned residents of Ross Street Port Melbourne are requesting the Port Phillip City Council investigate our proposal for the following:*

- 1. Close the left hand road opening from Ingles Street into Ross Street, Port Melbourne.*
- 2. Erect safety metal traffic barriers along the boundary of Williamstown Road and the top end of Ross Street with a garden bed along Williamstown Road.*
- 3. Re-design the parking area and the end of Ross Street where it ends at Williamstown Road.*
- 4. Landscape the garden area with appropriate plants as in other public garden areas in the Council.*
- 5. Consult with the local residents in Ross Street regarding this proposal.*

Officer Comment:

***The multi-signed letter has been logged and referred to Council's Coordinator Traffic, Transport and Parking to investigate and liaise with local residents further.***

## **5. SEALING SCHEDULE**

The following document are submitted for signature and sealing:

DEED OF NOVATION between PORT PHILLIP CITY COUNCIL, TOWER SOFTWARE and HEWLETT-PACKARD (HP), for the ongoing TRIM contract.

Item not considered by Council.

Responsible Manager: Ellen Lee, Chief Financial Officer

### **RECOMMENDATION**

That the Common Seal of the Port Phillip City Council be affixed to the above document.

**6. CORRESPONDENCE**

**7. PUBLIC QUESTION TIME**

**8. COUNCILLOR QUESTION TIME**

**9. PRESENTATION OF REPORTS AND RECOMMENDATIONS  
FROM S86 SPECIAL COMMITTEE MEETINGS**

**9(A) REPORTS OF THE STRATEGY AND POLICY REVIEW COMMITTEE HELD AT THE  
ST KILDA TOWN HALL ON 1 JUNE 2009**

**A1 REVIEW OF HERITAGE OVERLAY 3 - AMENDMENT C72 TO THE PORT PHILLIP  
PLANNING SCHEME**

**Purpose**

To consider the Review of Heritage Overlay 3 (affecting properties across the suburbs of Middle Park, South Melbourne, Albert Park and West St Kilda) and determine whether to implement the review through Amendment C72 to the Port Phillip Planning, by introducing new Citations and grading changes into the Scheme.

**COMMITTEE'S RECOMMENDATION**

That Council resolves to:

1. Defer this item to the Ordinary Meeting of Council to be held on Monday, 22 June 2009 to allow further discussion and analysis of the consultant's report.

**A2 AMENDMENT C74 (UPDATES AND CORRECTIONS TO THE PORT PHILLIP PLANNING SCHEME) - CONSIDERATION FOR ADOPTION**

**Purpose**

For Council to consider adoption of Amendment C74 which is required to correct and update various provisions of the Port Phillip Planning Scheme. Council must also determine to forward the adopted amendment to the Secretary of the Department of Planning and Community Development for certification, prior to its final approval.

**COMMITTEE'S RECOMMENDATION**

That Council resolves to:

1. Adopt Amendment C74 to the Port Phillip Planning Scheme pursuant to section 29 of the *Planning and Environment Act 1987*, in accordance with the Explanatory Report and List of Changes included as Attachment 1, including the correction to page 14 in regards to the suburb of property '14 Hennessey Avenue, East St Kilda' should read '*14 Hennessey Avenue, Elwood*'.
2. Request the Secretary of the Department of Planning and Community Development to Certify Amendment C74 pursuant to section 35A of the *Planning & Environment Act 1987*.
3. Authorise the Executive Director Community Development and Planning to finalise all amendment documentation, consistent with Attachment 1.
4. Authorise the Executive Director Community Development and Planning to approve Amendment C74 pursuant to section 35B of the *Planning and Environment Act 1987*, subject to the certified amendment being generally consistent with Amendment C74 as adopted by Council.
5. Formally advise the Minister for Planning of any decision made to approve Amendment C74, pursuant to section 35B of the Planning and Environment Act 1987.

**A3 REVIEW OF SUBMISSIONS FOR FOOTPATH ACTIVITIES LOCAL LAW 7 2009**

**Purpose**

The Council is required to consider submissions relating to the creation of the new Footpath Activities Local Law 7 (2009), under s223 of the Local Government Act.

**COMMITTEE'S RECOMMENDATION**

That Council resolves to:

1. Make the Footpath Activities Local Law No 7 (2009) in the form of that attached to the officer's report.
2. Give notice in the Government Gazette and by public notice that it has made the Footpath Activities Local Law No 7 (2009) in accordance with section 119(3) of the Local Government Act 1989.
3. Send a copy of the Footpath Activities Local Law No 7 (2009) to the Minister in accordance with section 119(4) of the Local Government Act 1989.
4. Affix the Common Seal to Footpath Activities Local Law No 7 (2009).

**COMMITTEE'S RECOMMENDATION**

That Council resolves to:

1. Invite community submissions to the current review of Footpath Trading Guidelines and notes that this might require further amendment to the Local Law.

**A4 CLARENDON CHILDREN'S CENTRE FEASIBILITY STUDY**

**Purpose**

To provide councillors with the results of the feasibility study into the expansion of the Clarendon Children's Centre Co-operative.

**COMMITTEE'S RECOMMENDATION**

That Council resolves to:

1. Consider the following recommendation at the Ordinary Meeting of Council to be held on Monday, 22 June 2009.
  - a) Proceed to detailed design on the concept for 400-412 Clarendon St, to increase the capacity of Clarendon Children's Centre by 20 licensed places, and create two new maternal and child health consulting suites, shared space and associated facilities by incorporating the existing tenancy at 400 Clarendon St.
  - b) Conduct consultations with Clarendon Children's Centre and the Maternal and Child Health Service on the detailed design.
  - c) Note that Napier St Hostel will also be consulted around any impact on car parking and access to their facility.

**A5 ST KILDA FESTIVAL REVIEW  
(SEE SUPPLEMENTARY REPORT)**

**Purpose**

This report presents to Council a proposal for review of the St Kilda Festival.

**COMMITTEE'S RECOMMENDATION**

That Council resolves to:

1. Undertake a broad public review of St Kilda Festival.
2. Use the results of this review to inform and revise (if necessary) other Council policies relevant to St Kilda Festival such as the 2003 Festivals Framework.
3. Note that officers will consider the following criteria in the appointment of an independent consultant:
  - Experience in stakeholder and community consultation, community development, arts, and music.
  - Understanding / experience with strategic planning for major festivals and events.
  - Price.
4. Note the intention to advertise for expressions of interest for the establishment of a Community Reference Group under the Terms of Reference referred to in Attachment 1.

**COMMITTEE'S RECOMMENDATION**

That Council request a supplementary report to be presented to Council outlining the scope of the proposed consultants brief.

**A6 10 MITFORD STREET BUS SHELTER**

**Purpose**

To advise Council on the outcome of investigations to the requested removal of this bus stop and shelter.

**COMMITTEE'S RECOMMENDATION**

That Council resolves to:

1. Maintain the bus stop and shelter in its present location adjacent to No.10 Mitford Street, St. Kilda, at this time.
2. Note the State Government in conjunction with the City of Port Phillip will shortly commence the 'Metropolitan Bus Service Review', which will include consideration of the shelter adjacent to No.10 Mitford Street.
3. Advise the signatories' that their joint letter will be forwarded to the Department of Public Transport for its consideration as part of the imminent State Government's 'Metropolitan Bus Service Review' within the City of Port Phillip.

**A7 BANK STREET/MORAY STREET – SAFETY AND AMENITY IMPROVEMENTS  
(SEE SUPPLEMENTARY REPORT)**

**Purpose**

To update Council on the safety and amenity improvements at Bank Street and Moray Street.

**COMMITTEE'S RECOMMENDATION**

That Council defer this item to the Ordinary Meeting of Council to be held on Monday, 22 June 2009 for further advice in relation to analysis of the improvements at Bank Street and Moray Street.

**A8 SHOPPING CENTRE SPEED LIMITS**

**Purpose**

To provide some background information on the impact of speed in a road safety context, and its relationship to speed limit reductions in Victoria and the City of Port Phillip.

**COMMITTEE'S RECOMMENDATION**

That Council resolves to:

1. Note council officers' active investigations to reduce speed limits from 60km/h to 40km/h in Clarendon Street, South Melbourne, Carlisle Street, St. Kilda, Bay Street, Port Melbourne, Barkly Street, St. Kilda and Glen Eira Road, Ripponlea.
2. Support the reduction of speed limits from 60km/h to 40km/h in Clarendon Street, South Melbourne; Carlisle Street, St. Kilda; Bay Street, Port Melbourne; Barkly Street, St. Kilda; and Glen Eira Road, Ripponlea.
3. Advise VicRoads of Council's support for the implementation of 40km/h speed limits in Clarendon Street, South Melbourne, Carlisle Street, St. Kilda, Bay Street, Port Melbourne, Barkly Street, St. Kilda and Glen Eira Road, Ripponlea.
4. Advise affected residents and businesses of Council's decision as outlined in the community and stakeholder engagement section of this report.

**A9 APPOINTMENT OF COUNCILLOR TO RUPERT BUNNY FOUNDATIONS  
SUBCOMMITTEE**

**Purpose**

That Council appoint a Councillor to the Rupert Bunny Foundation Subcommittee.

**COMMITTEE'S RECOMMENDATION**

That Council resolves to:

1. Appoint Councillor Touzeau to the Rupert Bunny Foundation Subcommittee.

**A10 NORTH PORT OVAL**

**Purpose**

This report proposes the creation of the North Port Oval Redevelopment Community reference Group in accordance with the generic model for community stakeholder consultation for key Council projects adopted by Council in April 2009.

**COMMITTEE'S RECOMMENDATION**

That Council resolves to:

1. Note the previous resolution of Council on this matter held on 25 August 2008.
2. Approve the terms of reference for the North Port Oval Redevelopment Community reference Group.
3. Note that expressions of interest will be sought from key local community groups and organizations to be represented on the Community Reference Group.
4. Appoint the Sandridge Ward Councilor and the Mayor as the Councilor representatives to the North Port Oval Redevelopment Community Reference Group.

**A11 DRAFT FITZROY STREET STREETScape PLAN**

**Purpose**

This report provides Council with an overview on the progress made in the development of the Fitzroy Street Streetscape Plan. This report seeks Council's approval to exhibit the Consultation Draft Plan to obtain wider public comment and response.

**COMMITTEE'S RECOMMENDATION**

That Council resolves to:

1. Receive and note the Draft Fitzroy Street Streetscape Plan (May 2009) and ancillary Consultation Draft Summary (June 2009).
2. Note the contribution provided by the Fitzroy Street Streetscape Plan Steering Committee.
3. Exhibit the draft of the Fitzroy Street Streetscape Plan during July and August 2009.
4. Receive a further report in the October or November cycle of Council meetings, to consider a final Fitzroy Street Streetscape Plan.

**A12 ST KILDA SKATE PARK SITE RECOMMENDATIONS  
(SEE SUPPLEMENTARY REPORT)**

**Purpose**

This report summarises the process of reviewing a number of sites as to their suitability for the St Kilda Skate Park in accordance with Council resolutions and recommends a preferred site of Marina Reserve –Parkland Area and 2 other suitable sites (Albert Park Reserve (north east of MSAC) and Albert Park Reserve (Vert Ramp) for the St Kilda's skate park.

**COMMITTEE'S RECOMMENDATION**

That Council resolves to:

1. Note that the St Kilda Skate Park Community Reference Group, was established and conducted in accordance with Council resolutions of 18 December 2008 and the 23 February 2009, and came to a consensus view that the Marina Reserve site was the preferred site for a skate park.
2. Note that the Independent Assessor, Mr. Richard Simon concluded that the preferred site for the proposed St Kilda skate park is the Marina Reserve – Parkland Area.
3. Commence a process of engagement with the local community to identify issues to be addressed regarding the preferred location and in the design of the skate park at Marina Reserve.
4. Formally commence a process to facilitate development of a skate park on the Marina reserve site by writing to the relevant Minister(s) and requesting the cooperation of the relevant government Department or Authorities to gain approval for this site.
5. Request a further report be presented to Council, following community feedback and a response to the request for relevant approvals.
6. Thank the community members of the CRG for the considerable effort and time they put into the process.

**A13 WEST BEACH LEASE SUBMISSION**

**Purpose**

To advise Council of the outcome of the statutory advertising and submission process for the proposed lease of West Beach Pavilion (330A Beaconsfield Parade, St Kilda West) to West Beach Development Consortium Pty Ltd.

**COMMITTEE'S RECOMMENDATION**

1. That Council having heard and considered submissions notes that a supplementary report will be prepared for the Ordinary Meeting of Council on 22 June 2009.
2. That the supplementary report address the issues raised by the presenters at this Strategy and Policy Review Committee held on Monday, 1 June 2009.

**A14 AUDIT COMMITTEE ACTIVITIES UPDATE**

**Purpose**

To present to Council the matters dealt with at the April 2009 meeting of the City of Port Phillip Audit Committee and to seek Council approval of the Audit Committee's 2009 Annual Work Plan.

**COMMITTEE'S RECOMMENDATION**

That Council resolves to:

1. Receive and note the report outlining the matters dealt with at the April 2009 meeting of the City of Port Phillip Audit Committee, including the Committee's work plan and the internal audit program, a contracting and tendering update from the organisation, as well as, presentation of a contracting and tendering audit by the internal auditor, an OH&S annual update and presentation of Council's Fraud Control and Management Policy; and
2. Approve the Audit Committee's 2009 Annual Work Plan attached to this report.

**A15 PROPOSED DISCONTINUANCE AND SALE OF ROW – REAR 27 PHILIPSON STREET, ALBERT PARK**

**Purpose**

Make a decision to complete the procedures and finalise the matter.

**COMMITTEE'S RECOMMENDATION**

That Council resolves to:

1. Form the opinion that the road at the rear of 27 Philipson Street, Albert Park as shown on the plan attached to this report is not reasonably required as a road for public use.
2. Discontinue the road.
3. Direct that a notice be published in the Government Gazette.
4. Direct that the land from the road be sold to the abutting owner of 27 Philipson Street, Albert Park.
5. Direct that the discontinuance and sale will not affect any right power or interest held by service authorities in connection with assets under the control of the authority in or near the road.
6. Authorise the use of the Common Seal of the Port Phillip City Council to be affixed to the Transfer of Land.

**A16 PROPOSED DISCONTINUANCE AND SALE OF ROW – REAR 5 FINLAY STREET, ALBERT PARK**

**Purpose**

This report is to commence the process for the discontinuance and sale of a section of Right of Way No. R1229 at the rear of 5 Little Finlay St, Albert Park in accordance with statutory procedures set out in the LGA 1989.

**COMMITTEE'S RECOMMENDATION**

That Council resolves to:

1. Form the opinion that the road at the rear of 5 Little Finlay Street, Albert Park as shown on the plan attached to this report is not reasonably required as a road for public use.
2. Discontinue the road and the land from the road be sold to abutting owners.
3. Direct that under Section 206 and Schedule 10 Clause 3 of the Local Government Act 1989, statutory procedures be commenced to discontinue the road and that under Section 207A (a) and Section 223 of that Act, public notice of the proposed discontinuance be given in the Port Phillip Leader and that Council's Strategy and Policy Review Committee be appointed to hear and consider any submissions received in response to the public notice at an appropriate time and date.

**UB1 ST KILDA FILM FESTIVAL**

**COMMITTEE'S RECOMMENDATION**

That Council expresses its congratulations to the staff involved in the successful running of the St Kilda Film Festival 2009.

**9(B) REPORTS OF THE STATUTORY PLANNING COMMITTEE HELD AT THE ST KILDA TOWN HALL ON 11 MAY 2009**

Note: Business items B1, B2 and B3 were resolved by the Statutory Planning Committee held on 11 May 2009 in accordance with Section 86 of the Local Government Act 1989.

**B4 DELEGATE REPORT**

**Purpose**

To present Council with a summary of all Planning Permits issued under Delegation.

**COMMITTEE'S RECOMMENDATION**

That the Council receive and note the report regarding the summary of all Planning Decisions issued in accordance with the Schedule of Delegation made under Section 98 of the Local Government Act 1989 and Section 188 of the Planning & Environment Act 1987 adopted by Council on 24 July 1996 and as amended, for the Port Phillip Planning Scheme.

**10. CHIEF EXECUTIVE OFFICER’S REPORT**

## **11. ORDERS OF THE DAY**

### **ORDER OF THE DAY 1 ROAD MANAGEMENT PLAN REVIEW**

*(Refer to attached report)*

### **ORDER OF THE DAY 2 APPOINTMENT OF COMMUNITY REPRESENTATIVES TO THE LIARDET ST FAMILY AND CHILDREN'S CENTRE STEERING COMMITTEE**

*(Refer to attached report)*

### **ORDER OF THE DAY 3 MEETING PROCESS REVIEW**

*(Refer to attached report)*

### **ORDER OF THE DAY 4 PROPOSED EXPRESSION OF INTEREST PROCESS – LEASE OF 129 BEACONSFIELD PARADE, ALBERT PARK**

*(Refer to attached report)*

### **ORDER OF THE DAY 5 2009-2010 COMMUNITY GRANTS PROGRAM**

*(Refer to attached report)*

### **ORDER OF THE DAY 6 2009-2010 CULTURAL DEVELOPMENT FUND**

*(Refer to attached report)*

**12. REPORTS BY COUNCILLOR DELEGATES APPOINTED TO  
OTHER BODIES**

**13. URGENT BUSINESS**

**14. CONFIDENTIAL MATTERS**

**ORDINARY MEETING OF COUNCIL  
22 JUNE 2009**

**SUPPLEMENTARY**

<b>A5</b>	<b>ST KILDA FESTIVAL REVIEW - CONSULTANCY BRIEF</b>
<b>LOCATION/ADDRESS:</b>	<b>N/A</b>
<b>RESPONSIBLE EXECUTIVE DIRECTOR:</b>	<b>GEOFF OULTON, EXECUTIVE DIRECTOR, COMMUNITY DEVELOPMENT AND PLANNING</b>
<b>AUTHOR:</b>	<b>IAN HICKS, MANAGER CULTURE AND RECREATION &amp; DEIDRE PELLIZZER, COORDINATOR ARTS AND FESTIVALS</b>
<b>FILE NO.:</b>	<b>32/04/605</b>
<b>ATTACHMENTS:</b>	<b>NIL.</b>

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**1. EXECUTIVE SUMMARY**

- 1.1. This report presents Council with the draft consultancy brief and revised timelines for the review of St Kilda Festival.

**2. BACKGROUND AND CONTEXT**

- 2.1. A report on the review of St Kilda Festival was presented to the Strategy and Policy Review Committee held on June 1, 2009. At that meeting, Council requested officers to present an outline of the consultancy brief and reconsider the timelines.
- 2.2. The proposed consultancy brief and revised review timelines are outlined below.

**3. SUPPLEMENTARY INFORMATION**

- 3.1. Outline of Consultant Project Brief and Timelines:

Project Purpose	Assess the sustainability and value of continuing to produce and host St Kilda Festival in its current form beyond 2010
Key Stakeholders /Engagement	The review will require broad community consultation with the following: <ul style="list-style-type: none"> <li>• Residents within St Kilda;</li> <li>• The wider Port Phillip community;</li> <li>• State government;</li> <li>• Sponsors &amp; partners</li> <li>• Trader associations;</li> <li>• Relevant arts industry representatives</li> </ul>

	<p>The review will additionally involve consultation with a reference group of Councillors &amp; City of Port Phillip representatives, community representatives (reflecting residential amenity considerations), Festival participants and audience and local traders) and artists.</p>
Project Outcomes	<p>Conduct a review of St Kilda Festival that addresses the following key questions:</p> <ul style="list-style-type: none"> <li>• Does the St Kilda Festival deliver on this Council's strategic objectives and is it consistent with this Council's policies?</li> <li>• Does the community benefit of St Kilda Festival outweigh the community impact?</li> <li>• Is the St Kilda Festival sustainable?</li> </ul>
Role of Consultant	<ul style="list-style-type: none"> <li>• Analyse information pertaining to the Festival's current outputs including but not limited to market research and economic impact, resident &amp; community impact survey and participant feedback;</li> <li>• Consult with the Festival reference group and key stakeholders as outlined above ensuring all views are known and given full consideration;</li> <li>• Collate information from other festivals to benchmark all aspects of the St Kilda Festival;</li> <li>• Develop various reports on the St Kilda Festival's current impact and benefit and provide a Festival Review, including recommendations that address the project outcomes.</li> </ul>
Consultant Selection Criteria	<ul style="list-style-type: none"> <li>• Experience in stakeholder and community consultation, community development, music and the arts;</li> <li>• Understanding / experience with strategic planning for major festivals and events;</li> <li>• Price</li> </ul>
Deliverables & Resourcing	<ul style="list-style-type: none"> <li>• Up to a maximum of 4 meetings during the course of the entire project with CoPP Management, Councillors and the Festival reference group</li> <li>• The consultant will be responsible for the collation, production, and preparation of all materials.</li> <li>• The consultant will provide CoPP with 20 copies (1 bound) of issues paper and draft review reports and 20 copies (1 bound) of any final report.</li> </ul>

Key Milestones / Process Timing	<ul style="list-style-type: none"><li>• July 2009: Appointment of Consultant</li><li>• August 2009: Compile research and consult with Reference Group to confirm brief.</li><li>• September 2009: Undertake data analysis and develop issues paper</li><li>• September / October 2009: Undertake consultation on issues paper</li><li>• October 2009: Produce Draft report for and brief Council</li><li>• November 2009: Undertake community consultation on Draft St Kilda Festival Review report</li><li>• February 2010: Council to consider Final St Kilda Festival Review report and associated revised policies (as required)</li></ul>
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**4. RECOMMENDATION**

That Council resolves to:

- 4.1. Undertake a broad public review of St Kilda Festival.
- 4.2. Use the results of this review to inform and revise (if necessary) other Council policies relevant to St Kilda Festival such as the 2003 Festivals Framework.
- 4.3. Note the consultant project brief and proposed timelines for review of St Kilda Festival.
- 4.4. Note that officers will consider the following criteria in the appointment of an independent consultant:
  - 4.4.1. Experience in stakeholder and community consultation, community development, music and the arts.
  - 4.4.2. Understanding / experience with strategic planning for major festivals.
  - 4.4.3. Price.
- 4.5. Note the intention to advertise for expressions of interest for the establishment of a Community Reference Group under the Terms of Reference referred to in attachment 1.
- 4.6. Note that the 2010 St Kilda Festival will proceed in accordance with Council's 2009/10 Budget.
- 4.7. Note that City of Port Phillip staff will be undertaking further consultation with St Kilda Residents in planning for the 2010 St Kilda Festival.

**ORDINARY MEETING OF COUNCIL  
22 JUNE 2009**

**SUPPLEMENTARY**

<b>A7</b>	<b>BANK STREET/MORAY STREET – SAFETY AND AMENITY IMPROVEMENTS – SUPPLEMENTARY REPORT</b>
<b>LOCATION/ADDRESS:</b>	<b>BANK STREET/MORAY STREET, SOUTH MELBOURNE</b>
<b>EXECUTIVE DIRECTOR:</b>	<b>GEOFF OULTON, EXECUTIVE DIRECTOR COMMUNITY DEVELOPMENT AND PLANNING.</b>
<b>PREPARED BY:</b>	<b>STEFAN MITRIK, COORDINATOR TRAFFIC, TRANSPORT AND PARKING</b>
<b>FILE NO.:</b>	<b>78/03/06</b>
<b>ATTACHMENTS:</b>	<b>NIL.</b>

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**1. EXECUTIVE SUMMARY**

- 1.1 Council at its Strategy and Policy Review Committee meeting on Monday, 1 June 2009 resolved to defer the report to seek more detailed analysis of other possible countermeasures to address the existing crashes at the intersection of Bank Street with Moray Street in South Melbourne.
- 1.2 This supplementary report provides further discussion on two traffic management countermeasures; 1/ kerb extensions only and 2/ kerb extensions with median closure.

**2. RECOMMENDATION**

That Council resolves to:

- 2.1 Support the closure of the centre median and associated works at the intersection of Bank Street with Moray Street.
- 2.2 Further consult with immediately affected parties on elements of design details.
- 2.3 Notify all residents and businesses in the area bounded by Park Street, Eastern Road, Dorcas Street and Clarendon Street of Council's decision.

**3. BACKGROUND AND CONTEXT**

- 3.1 Council considered a report titled Bank Street / Moray Street – Safety and Amenity Improvements at the Strategy and Policy Review Committee of 1 June 2009. The Committee resolved:-

*That the Strategy and Policy Review Committee defer this item to the Ordinary Meeting of Council to be held on Monday, 22 June 2009 for further advice in relation to analysis of the improvements at Bank Street and Moray Street*

**4. DISCUSSION**

- 4.1 Five (5) countermeasure options were outlined in the report presented to the Strategy and Policy Review Committee on 1 June 2009.
- 4.2 Consideration of additional options with VicRoads was conducted. However, in the context of ensuring the root cause of the crash problem would be responded to, no further options were identified.
- 4.3 Officers subsequently reviewed the 'kerb extension' only option (subject of the 1 June 2009 report) to understand if this option could both 1/ improve the safety of the intersection sufficiently, while 2/ maintaining the cross Bank Street traffic movement (considered the predominant adverse impact associated with the median closure option).
- 4.4 Council officers sought a traffic engineering assessment from VicRoads. Advice was sought as follows:-
1. The ability of the 'kerb extension only' option (countermeasure) to improve the road safety of the Bank Street / Moray Street intersection; and
  2. Impact (if any) of this alternative option, on federal funding already secured for the median closure and kerb extension option
- 4.5 VicRoads Team Leader Road Safety Projects (Metropolitan North West Region), Mr Stan Januszkiewicz responded by e-mail on the 5 June 2009 as follows:-

I refer to your email below regarding a proposal to exclude the median closure from the scope of the funded AusLink project at the Moray Street / Bank Street intersection.

As the intersection is located on Council's local road network it is considered that Council will need to be satisfied that any road safety improvement works sufficiently address the crash history at this site and that the works fit within the operation of the local road network.

Notwithstanding the above, as the proposed change is a significant shift from the original project scope, it is considered that the remaining works (i.e. kerb out stands) will do little to address the existing crash trend at this site. Please note that the crash reduction factor associated with kerb out stands relate to treating pedestrian crashes. There have been no recorded pedestrian crashes at this site over the last five years and as such the crash reduction factor for kerb out stands cannot be utilised.

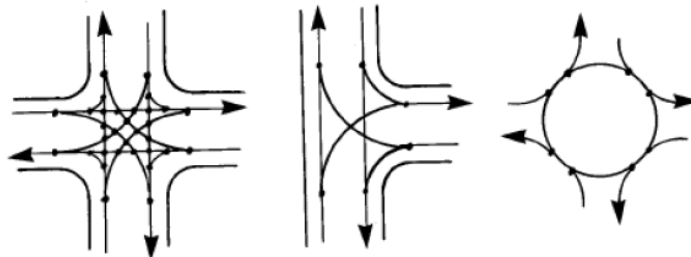
Unless other measures can be implemented that directly address the crash trend, there may be a greater community benefit to fund sites that will achieve definite road safety outcomes from the treatments implemented.

Can I suggest that Council re-evaluate the scope at this site to either maintain the median closure or propose/investigate alternative treatments to address the crash history. Otherwise, consideration may need to be given to nominating other sites for funding consideration which would benefit from road safety improvement works.

- 4.6 In summary, the VicRoads officer suggests the 'kerb extension only' option would assist to improve safety for pedestrian type crashes (based on improved sight distance and smaller crossing distances), however is not an effective response to the cross traffic type crashes present at this intersection.
- 4.7 Further, the kerb extension only option would be a significant change of scope – while also not responding to the crash problem – and thus approved federal funding would likely be withdrawn.

**5. ADDITIONAL DISCUSSION**

- 5.1 As shown in the figure below, a simple cross intersection has 32 conflict points (kerb extension only option), whereas at a T intersection the number of conflict points is reduced to 9 (kerb extension and median closure option). (R.T. Underwood, Traffic Management - An Introduction, page 61). While a roundabout has just 8 conflict points, a roundabout is not considered an appropriate countermeasure at this intersection for the reasons already explained in the previous report.



- 5.2 The sign posted speed limit on Moray Street is 60kph. There is no evidence to suggest that the closure of the central median would result in a higher travel speed of Moray Street vehicles over Bank Street. Other existing impediments influencing the current speed of traffic would remain, such as: on-street parking, driveways, and left turning traffic at the Moray Street / Bank Street intersection. The 85% speed in Moray Street between Park Street and Bank Street was recorded to be 49kph in 2005, well below the signed speed limit.
- 5.3 An option of providing just the kerb extensions without the median closure, while expected to highlight the presence of the intersection, slow down turning vehicles and provide for a shorter distance for pedestrians to cross, will maintain the number of conflict points unchanged at 32 and therefore not address the identified cause of existing crashes.

**ORDINARY MEETING OF COUNCIL  
22 JUNE 2009**

**SUPPLEMENTARY**

<b>A12</b>	<b>ST. KILDA SKATE PARK</b>
<b>LOCATION/ADDRESS:</b>	<b>ST. KILDA &amp; ENVIRONS</b>
<b>RESPONSIBLE EXECUTIVE DIRECTOR:</b>	<b>GEOFF OULTON, EXECUTIVE DIRECTOR COMMUNITY DEVELOPMENT AND PLANNING</b>
<b>AUTHOR:</b>	<b>GEOFF OULTON</b>
<b>FILE NO.:</b>	
<b>ATTACHMENTS:</b>	<b>1. SUMMARY OF KEY ISSUES 2. COMPLETE LIST OF ISSUES RAISED (CIRCULATED SEPARATELY)</b>

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**1. EXECUTIVE SUMMARY**

- 1.1. Further to the report considered at the Strategy & Policy Committee on 1 June, a consultation meeting was held with residents of Marine Parade who are concerned about the potential location of the skate park on Marina Reserve.
- 1.2. The meeting, held on Monday 15 June in the Council Chamber at St. Kilda Town Hall, was attended by 30 residents, council staff and Councillors O'Connor and Thomann.
- 1.3. The outcome from the meeting was a prioritized list of issues. The complete list of issues raised, along with a prioritized summary of key issues, is presented to Council for consideration.
- 1.4. This report should be read and considered in conjunction with the original report to Council of 1 June.

**2. RECOMMENDATION**

That Council resolves to:

- 2.1 Note the outcome of the consultation meeting held on 15 June 2009 and the range and importance of issues raised.
- 2.2 Include in any design brief for a skate facility at Marina Reserve a requirement to consider the issues raised by the community at the 15 June 2009 meeting as attached to this report.
- 2.3 Note that the St Kilda Skate Park Community Reference Group, was established and conducted in accordance with Council resolutions of 18 December 2008 and the 23 February 2009, and came to a consensus view that the Marina Reserve site was the preferred site for a skate park.

- 2.4 Note that the Independent Assessor, Mr. Richard Simon concluded that the preferred site for the proposed St Kilda skate park is the Marina Reserve – Parkland Area.
- 2.5 Adopt the Marina Reserve site as the preferred site for a skate park in St. Kilda.
- 2.6 Thank the community members of the CRG for the considerable effort and time they put into the process.
- 2.7 Formally commence a process to facilitate development of a skate park on the Marina reserve site by writing to the relevant Minister(s) and requesting the cooperation of the relevant government Department or Authorities to gain approval for this site.
- 2.8 Continue a process of engagement with the local community to identify issues to be addressed in the design and operation of the skate park.
- 2.9 Request a further report be presented to Council, following a response to the request for relevant approvals for the Marina reserve site and, subsequently, feedback from the community on a potential design of a skate park.

### **3 DISCUSSION**

- 3.1 **CONSULTATION MEETING:** Following media reports and the publication of the Council report on the internet prior to the Strategy and Policy Committee meeting, a number of residents of Marine Parade and surrounding area approached Council with concerns about the proposed location for the skate park.
- 3.2 To enable the issues of concern to be understood and communicated to Council, a consultation meeting was held on 15 June to identify and prioritise issues of concern.
- 3.3 The meeting included a welcome from the Mayor, a short description of the process to date from the Executive Director Community Development & Planning, followed by a facilitated discussion at round tables.
- 3.4 The discussion and recording of issues was done under the following headings:
  - Resident amenity.
  - Management issues.
  - User behaviour issues.
  - Site issues.
  - Other issues.

- 3.5 Once the complete list of issues was developed, the table groups then discussed and agreed the major issues of concern.
- 3.6 The major issues of concern from each table were then collated into a summary list for each category.
- 3.7 The summarized lists were then used as a basis for prioritization of the issues by the residents. Each person was given 10 red dots and they placed them against the issues of most concern to them. They were able to place dots in any way they felt appropriate.
- 3.8 **ISSUES:** The outcome of this process was that the most important issues identified, in priority order, were:
- Various safety related issues.
  - Loss of green space.
  - Proximity to residential issues.
  - Flawed Process.
  - Hours of use.
  - Inappropriate location on foreshore.
  - Impact on view lines.
- 3.9 Should Council proceed with designing a skate park at this location, it will be important that these issues are considered as part of the design process.
- 3.10 **PROPOSED PROCESS:** The next logical steps required to progress the establishment of a skate park at Marina Reserve are:
- Gain State Government support for use of the site.
  - Develop a design informed by the concerns of the community.
  - Consult the community on the proposed design.
  - Council endorse a final design, after considering the further consultation. This would also be the appropriate point in the process to consider any additional issues such as management protocols.
  - Prepare construction drawings and documentation.
  - Advertise and award a construction tender.
  - Operate and maintain the skate park.

**ORDINARY MEETING OF COUNCIL  
22 JUNE 2009**

**ORDER OF THE DAY**

<b>ORDER 1</b>	<b>ROAD MANAGEMENT PLAN REVIEW</b>
<b>LOCATION/ADDRESS:</b>	<b>CITY OF PORT PHILLIP</b>
<b>EXECUTIVE DIRECTOR:</b>	<b>DAVID YEOUART, EXECUTIVE DIRECTOR COMMUNITY ASSETS AND SERVICES</b>
<b>PREPARED BY:</b>	<b>DAVID ELSON, PROJECT MANAGER INFRASTRUCTURE PLANNING</b>
<b>FILE NO.:</b>	<b>78/20/08</b>
<b>ATTACHMENTS:</b>	<b>CITY OF PORT PHILLIP - ROAD MANAGEMENT PLAN – NOVEMBER 2004  ROAD MANAGEMENT PLAN – COUNCIL REPORT 22 NOVEMBER 2004  ROAD MANAGEMENT ACT 2004 DELEGATIONS FROM COUNCIL TO COUNCIL STAFF - COUNCIL REPORT 2 MAY 2005</b>

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**1. EXECUTIVE SUMMARY**

- 1.1. Road Management (General) Regulations 2005 require Council to review its Road Management Plan. The Plan outlines how Council will manage and maintain its road assets and the relevant levels of service it will provide to the community. The Plan gives Council a policy defence to public liability claims.
- 1.2. The Regulations detail the procedure to be followed in the review, including the public notice requirements, receiving submissions, preparing a report and amending the Plan
- 1.3. The purpose of this report is to commence the statutory review process of the Road Management Plan.

**2. RECOMMENDATION**

That Council resolves to:

- 2.1. Commence a review of its Road Management Plan in accordance with the Road Management (General) Regulations 2005.
- 2.2. Advertise the review of its Road Management Plan in the Government Gazette, a daily newspaper generally circulating in the area and a local paper, allowing at least 28 days for people to make submissions.

### **3. BACKGROUND AND CONTEXT**

- 3.1 The intent of the Road Management Act 2004 is to introduce a coordinated management system for public roads that promotes safe and efficient state and local public road networks and the responsible use of road reserves for other legitimate purposes, such as the provision of utility infrastructure. The Act gives road authorities a policy defence against public liability claims resulting from road condition, provided they develop and adopt a Road Management Plan. The Plan must detail how a road authority will manage and maintain its road assets and the relevant levels of service it will provide.
- 3.2 At the meeting on 22 November 2004 Council adopted a Road Management Plan and on 2 May 2005 Council approved the delegation of various powers, duties and functions under the Road Management Act to nominated staff.
- 3.3 In the last quarter of 2008 an internal review of the Road Management Plan was undertaken by Council's Internal Auditor. The objective of the review was to:
- Identify Council's obligations under its Road Management Plan.
  - Consider the adequacy of recording and complying with the Plan's road asset inspections.
  - Consider the adequacy of recording, prioritizing and complying with the Plan's road maintenance standards and defects response.
  - Review the adequacy of the reporting of Road Management Plan compliance to senior management.

The audit report noted that Council's Road Management Plan addressed the primary responsibilities of the Road Management Act and is, for the most part, consistent with the current practices, and that Council has in place effective processes for responding to emergency requests and for making areas safe, without delay, as significant hazards are identified. However it recommended that internal reports should be implemented to monitor compliance with inspection frequencies, that the tree inspection program be brought into alignment with the Plan, that the inspection of laneway traffic control devices be brought into alignment with the Plan and that an in-depth management review of the inspection program be undertaken.

### **4. CONSULTATION AND STAKEHOLDERS**

- 4.1 The Regulations require that the review be formally advertised in the Government Gazette and a daily newspaper generally circulating in the area allowing at least 28 days for people to make submissions. It is intended to also advertise the review in the local paper. A written report must be produced summarising the findings and conclusions of the review. The report will be presented to council to consider the adoption of the revised Road Management Plan.

**5. DISCUSSION**

**5.1 OPTIONS**

5.1.1 It is a requirement of the Road Management (General) Regulations 2005 that Council now formally review the current Plan to ensure that the standards in relation to, and the priorities to be given to, the inspection, maintenance and repair of the roads and classes of road to which the plan applies are appropriate. The review will permit Council to continue to use the Road Management Plan as a policy defence in public liability claims.

5.1.2 Council has the option not to proceed with the review but it will no longer be able to use the Road Management Plan as a policy defence in public liability claims. The weakening of Council's defence in these matters is considered to be unacceptable and this is not considered a viable option.

**5.2 ALIGNMENT TO COUNCIL PLAN**

5.2.1 The report aligns with the 4 key directions in the adopted Council Plan, specifically with Direction 1 engaging and governing the City and the commitment to service.

**5.3 POLICY IMPLICATIONS PLAN**

5.3.1 The Infrastructure Asset Management Policy adopted by Council in February 2004 relates to this report. The policy mission is 'Effective stewardship of community assets is a function of Council under the Local Government (Democratic Reform) Act 2003.

**5.4 FINANCE / RESOURCE IMPLICATIONS**

5.4.1 The costs associated with the review will be met within the allocated budget.

**6. IMPLEMENTATION STRATEGY**

**6.1 TIMELINE**

The proposed review process is as follows:

- Council commence the review on 22 June 2009.
- The review be advertised in the Government Gazette, a daily newspaper generally circulating in the area and a local paper.
- At least 28 days be allowed for people to make submissions.

- Review and consider any public submissions.
- Prepare a report for Council for the adoption of a revised Plan.
- If Council changes the Plan to affect the maintenance schedule
- it will need to seek public comment for another 28 days.
- Following the adoption of the Plan, place an advertisement in the Government Gazette and a daily newspaper generally circulating in the area that the revised Plan has been adopted and that copies are available.

**ORDINARY MEETING OF COUNCIL  
22 JUNE 2009**

**ORDER OF THE DAY**

<b>ORDER 2</b>	<b>APPOINTMENT OF COMMUNITY REPRESENTATIVES TO THE LIARDET ST FAMILY AND CHILDREN'S CENTRE STEERING COMMITTEE</b>
<b>LOCATION/ADDRESS:</b>	<b>85 LIARDET ST, REAR OF 85 LIARDET ST AND 186 ESPLANADE WEST, PORT MELBOURNE</b>
<b>EXECUTIVE DIRECTOR:</b>	<b>DAVID YEOUART, EXECUTIVE DIRECTOR COMMUNITY ASSETS AND SERVICES</b>
<b>PREPARED BY:</b>	<b>SHEENA FROST, SPECIAL PROJECTS COORDINATOR COMMUNITY SERVICES</b>
<b>FILE NO.:</b>	<b>36/02/40</b>
<b>ATTACHMENTS:</b>	<b>1. RECRUITMENT ADVERTISEMENT</b>

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**1. EXECUTIVE SUMMARY**

- 1.1 In April 2009 Council resolved to add two new community member positions on the Liardet St Family & Children's Centre Steering Committee.
- 1.2 Applications were sought from community members from 18 May to 3 June 2009 and eight applications were received.
- 1.3 This report is to appoint the two new members, following assessment of the applications by councillors.

**2. RECOMMENDATION**

That Council resolves to:

- 2.1 Appoint \_\_\_\_\_ and \_\_\_\_\_ as community representatives on the Liardet St Family & Children's Centre Steering Committee.

**3. BACKGROUND AND CONTEXT**

- 3.1 A steering committee to inform the design and configuration of the Liardet St Family & Children's Centre was formed in June 2008, comprising representatives from Lady Forster Kindergarten, Albert Park College Childcare, Port Melbourne Rostered Playgroup, Department of Education and Early Childhood Development (DEECD), ward councillor and council officers.

- 3.2 In December 2008 Council resolved to expand the committee to an additional councillor and a representative from Childcare Access Port Phillip
- 3.3 In April 2009 Council resolved to expand the Committee to include two community representatives.
- 3.4 Applicants were required to have had no direct involvement with the services already represented on the Steering Committee over the past five years, in order to represent the wider community on the Committee.
- 3.5 Following advertisements for the new positions, eight applications were received by close of business 3 June for consideration by councillors.

#### **4. CONSULTATION AND STAKEHOLDERS**

- 4.1 An advertisement seeking applications from community members to join the Steering Committee was placed in the Emerald Hill Weekly and the Port Phillip Leader in the week commencing 18 May 2009. In addition it was advertised on the Port Phillip website. The local area surrounding the site was also letter-boxed on 25 May, with a letter from the Mayor and advising of the opportunity to apply for the new community member positions on the Steering Committee.

#### **5. DISCUSSION**

##### **5.1 OPTIONS**

- 5.1.1 The main options are to appoint two community members to the Steering Committee from the existing applicants, vary the number of community members appointed or re-advertise the positions.

##### **5.2 ALIGNMENT TO COUNCIL PLAN**

- 5.2.1 This is aligned to 3.1.6 Ensure the quality and accessibility of children's services

##### **5.3 POLICY IMPLICATIONS**

- 5.3.1 These appointments are consistent with council decisions on consultation for key community projects.

##### **5.4 FINANCE / RESOURCE IMPLICATIONS**

- 5.4.1 There is no resource or financial implications from these appointments

##### **5.5 LEGAL & RISK IMPLICATIONS**

- 5.5.1 There are no legal or risk implications.

**6. IMPLEMENTATION STRATEGY**

**6.1 TIMELINE**

6.1.1 All applicants will be advised of the result by 24 June 2009.

**ORDINARY MEETING OF COUNCIL  
22 JUNE 2009**

**ORDER OF THE DAY**

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<b>ORDER 3</b>	<b>MEETING PROCESS REVIEW</b>
<b>LOCATION/ADDRESS:</b>	<b>N/A</b>
<b>EXECUTIVE DIRECTOR:</b>	<b>SALLY CALDER, EXECUTIVE DIRECTOR ORGANISATION SYSTEMS AND SUPPORT</b>
<b>PREPARED BY:</b>	<b>NORM MCCLELLAND, GOVERNANCE ADVISOR</b>
<b>FILE NO.:</b>	<b>N/A</b>
<b>ATTACHMENTS:</b>	<b>ATTACHMENT 1 – PROPOSED COUNCIL MEETING CYCLE</b>

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**1. EXECUTIVE SUMMARY**

- 1.1 This report is presented to Council so that it can consider amending various matters regarding its meeting process including locations of meetings; the 'order of business' for those meetings; the timing of publishing agendas on Council's website and the Council / Committee meeting cycle.

**2. RECOMMENDATION**

That Council resolves to:

- 2.1 Rotate the location of its Ordinary Council meetings between the St Kilda Town Hall Council Chamber, the Port Melbourne Town Hall Council Chamber and the South Melbourne Town Hall Hub Theatre.
- 2.2 Adopt the Ordinary Council / Statutory Planning Committee meeting cycle for the period July 2009 to January 2010 as contained in Attachment 1.
- 2.3 Adopt the following 'order of business' for Ordinary Council / Statutory Planning Committee meetings:
- 2.3.1 Apologies.
- 2.3.2 Minutes of previous meeting.
- 2.3.3 Declarations of conflicts of interest.
- 2.3.4 Petitions and joint letters (Council meetings only).
- 2.3.5 Sealing Schedule (Council meetings only).

- 2.3.6 Public question time.
- 2.3.7 Presentation of reports.
- 2.3.8 Notice of motion (only when required).
- 2.3.9 Reports by Councillor delegates.
- 2.3.10 Urgent business.
- 2.3.11 Confidential matters (only when required).
- 2.4 Note Ordinary Council and Statutory Planning Committee meeting agendas and reports will be published on the Council website by 12 noon on the Thursday prior to the meeting.
- 2.5 Note that a review of Council's Meeting Procedure Local Law will be undertaken in the second half of 2009.
- 2.6 Adopt the following as its monthly Ordinary Council / Statutory Planning meeting cycle commencing July 2009:
  - 2.6.1 Second Monday of the month – Ordinary Council meeting.
  - 2.6.2 Third Monday of the month – Statutory Planning Committee meeting.
  - 2.6.3 Fourth Monday of the month – Ordinary Council meeting.

**3. BACKGROUND AND CONTEXT**

- 3.1 Council through its draft 2009 - 2013 Council Plan has indicated its intention to review the way it conducts its meetings to ensure that its decision-making is both transparent and democratic and that community input and engagement is maximised.
- 3.2 To this end Council has requested options on improvements that can be implemented immediately in relation to the location, type, structure and timing of its meetings.

**4. CONSULTATION AND STAKEHOLDERS**

- 4.1. A Councillor briefing was held on this matter on 9 June 2009.

**5. DISCUSSION**

**5.1 OPTIONS:**

5.1.1 Location of meetings –

5.1.1.1 Currently all Ordinary Council, Statutory Planning Committee and Strategy and Policy Review Committee meetings are held in the St Kilda Town Hall Council Chamber unless Council resolves otherwise.

5.1.1.2 The draft 2009 – 2013 Council Plan contains a specific action to review the locations of meetings. This report recommends that every second month an Ordinary Council meeting is to be held at either the Port Melbourne Town Hall Council Chamber or the South Melbourne Town Hall Hub Theatre. Both of these venues are logistically suitable and have disabled access. The aim of this proposed change is to strengthen opportunities for community engagement.

5.1.1.3 It is proposed that the St Kilda Town Hall is still the appropriate venue for key meetings that relate to the adoption of the budget and Council Plan, striking of the rate and election of the Mayor.

A schedule of meeting locations is attached (Attachment 1) for Council's approval.

5.1.2 Order of business –

5.1.2.1 Council through its Meeting Procedure Local Law has the power to determine the order of business for Ordinary Council and Special Committee meetings.

5.1.2.2 It is recommended that Council adopt the order of business for Ordinary Council and Statutory Planning Committee meetings as proposed in recommendation 2.3. The changes relate to the deletion of obsolete items such as correspondence and CEO's report and the addition of new items relating to the declaration of conflicts of interest and notice of motion by a Councillor.

5.1.3 Publishing reports on the web –

5.1.3.1 It is proposed that all reports will be available to the public on Council's website by 12 noon on the Thursday prior to the Monday meeting. This will increase the time that members of the public have to access Council reports.

5.1.4 Council / committee meeting cycle –

5.1.4.1 Council's current meeting cycle is as follows: First Monday of the month – Strategy and Policy Review Committee; Second Monday – Statutory Planning Committee; and Fourth Monday – Ordinary Council meeting.

5.1.4.2 The Strategy and Policy Review Committee is a Special Committee of Council, comprising all Councillors but has no delegated power. All recommendations from this committee require ratification by the Ordinary meeting of Council which is held three weeks later. This can be confusing for the public as it can be difficult to differentiate between the two meetings. In addition this cycle only allows for formal Council decision-making once a month.

5.1.4.3 It is proposed to simplify the structure by having two Ordinary Council meetings each month (on the second and fourth Mondays) and a Statutory Planning Committee meeting on the third Monday. This cycle allows Council to formally make decisions twice monthly and if necessary Council can defer consideration of an item and request further information at the next meeting to be held in two weeks time. It is not proposed to amend the starting time of 6.00pm.

5.1.5 Other matters –

5.1.5.1 Council's Meeting Procedure Local Law will be reviewed in the second half of 2009 and will address matters including the conduct of public question time and public comment relating to items on the agenda. The review will also amend the Local Law to align it with recent changes to the Local Government Act 1989.

**5.2 ALIGNMENT TO COUNCIL PLAN**

5.2.1 The proposals contained in this report are consistent with Council's key direction of 'Engaging and governing the City' as contained in Council's draft 2009 – 2013 Council Plan. The Plan under strategy 1.2.2 commits to 'Provide for more community friendly Council committee structures and Council meeting arrangements' and it contains a specific action to 'review locations, logistics and types of meetings'.

**5.3 POLICY IMPLICATIONS**

5.3.1 Council's Meeting Procedure Local Law regulates the proceedings at all Council meetings and Special Committee meetings comprised solely of Councillors. All changes proposed in this report are consistent with Council's Local Law.

**5.4 FINANCE / RESOURCE IMPLICATIONS**

5.4.1 There will be minimal additional costs associated with the holding of meetings at alternate venues and these costs will be covered within existing budgets.

**5.5 LEGAL & RISK IMPLICATIONS**

5.5.1 Legal and risk implications are minimal. If Council decides to change its meeting cycle then appropriate notice will need to be given to the public of these changes via Council's website and through the local newspapers.

**6. IMPLEMENTATION STRATEGY**

**6.1 TIMELINE**

6.1.1 This report recommends implementing these changes effective from the July Council meeting cycle. A full review of the Meeting Procedure Local Law is expected to occur over the period July – December 2009.

**6.2 COMMUNICATION**

6.2.1 An advertisement will be placed in the local newspaper advising of Council's newly adopted timetable. Individual advertisements are also placed for each meeting. Council's website will also be updated to reflect any changes made by Council.

**ORDINARY MEETING OF COUNCIL  
22 JUNE 2009**

**ORDER OF THE DAY**

<b>ORDER 4</b>	<b>PROPOSED EXPRESSION OF INTEREST PROCESS – LEASE OF 129 BEACONSFIELD PARADE, ALBERT PARK</b>
<b>LOCATION/ADDRESS:</b>	<b>129 BEACONSFIELD PARADE, ALBERT PARK</b>
<b>RESPONSIBLE EXECUTIVE DIRECTOR:</b>	<b>SALLY CALDER, EXECUTIVE DIRECTOR ORGANISATION SYSTEMS AND SUPPORT</b>
<b>AUTHOR:</b>	<b>JEANENE SIMMONS, SENIOR PROPERTY ADVISOR</b>
<b>FILE NOS.:</b>	<b>0514/129-04</b>
<b>ATTACHMENT:</b>	<b>1 – LOCATION PLAN, 129 BEACONSFIELD PARADE, ALBERT PARK</b>

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**1. EXECUTIVE SUMMARY**

- 1.1 To inform Council of the upcoming expiry of the commercial lease agreement for Belucci's Restaurant at 129 Beaconsfield Parade Albert Park. This agreement is due to expire on 30 November 2009.
- 1.2 As the site is Crown Land managed by Council on behalf of the Department of Sustainability and Environment ("DSE"), Council is required to comply with DSE's "Commercial Leasing Principles for Crown Land" and run a competitive expression of interest and or tender process to select a future tenant.
- 1.3 This report seeks Council's endorsement to the proposed approach and sets out an indicative timeline for the Expression of Interest process.

**2. RECOMMENDATION**

That Council resolves to:

- 2.1 Undertake an Expression of Interest process for the future lease of 129 Beaconsfield Parade, Albert Park; and
- 2.2 Advertise this opportunity for commercial or community use in The Age, The Port Phillip Leader and the Emerald Hill Weekly newspapers.

**3. DISCUSSION**

Council is the appointed Committee of Management under the provisions of the Crown Land (Reserves) Act 1978 (“CLRA”) for the subject property. The lease agreement for this site is due to expire on 30 November 2009.

In line with DSE’s “Commercial Leasing Principles for Crown Land”, Council is required to run a competitive, open process such as an expression of interest or tender to allocate any future lease agreement.

The maximum lease term available under the provisions of the CLRA is 21 years and the proposed future use should be consistent with the DSE land reservation.

Further information regarding the property is shown in the following table:

Table 1: Summary Details – Belucci’s Restaurant

<b>Item</b>	<b>Details</b>
Tenant	Billy Murelli.
Property Address	129 Beaconsfield Parade, Albert Park. (Refer to Attachment 1 – Location Plan).
Land Status	Crown Land – Council is the appointed Committee of Management.
Land Reservation	Temporarily reserved for Public Recreation.
Current Permitted Use	A quality low cost restaurant.
Lease Area	Approximately 279 square metres.
Value of Land and Buildings (prior to construction)	\$1.33 million.
Yield	2.8%.
Lease Details (ie commencement, expiry etc)	Lease commencement date – 1 December 2000 Lease expiry date – 30 November 2009 No further options are provided under the lease.
Current Rental	\$37,520.40 (agreed rental amount - this represents 50% of the assessed market rent. This rent relief has enabled the current tenant to sustain a business at the site).
Market Rent Reviews	7% per annum fixed increase. Market rent reviews in Years 4 and 7.
Additional Information	<ul style="list-style-type: none"> <li>• The current tenant purchased the business nearly two years ago.</li> <li>• The current and previous tenants claim that the lack of car parking in the vicinity inhibits the ability of the restaurant to flourish.</li> <li>• Medium to low interest is anticipated in the future lease of this property.</li> </ul>

3.5 The Property Advisory Board considered the future use of this property at its meeting held on 9 April 2009.

3.5.1 It was noted that:

3.5.1.1 The site has not proven to be a viable proposition for a restaurant to date.

3.5.1.2 Alternative uses could include art storage, artist studio or community use.

3.5.1.3 As medium to low interest is anticipated in this property an Expression of Interest process is deemed appropriate.

3.5.1.4 The Expression of Interest document is to include standard provisions pertaining to the reservation of Council's rights.

3.6 Council is required to comply with the provisions of the Retail Tenancies Reform Act 1998 and serve a "Notice of Landlord's Intention Not to Offer a Renewal of Lease" on the current tenant. This Notice was duly served on 6 May 2009.

3.7 In issuing any new lease agreement for the property, Council is also required to comply with Sections 190 and 223 of the Local Government Act 1989. These Sections include the requirement to publish a notice regarding the intention to enter into a lease agreement and receive submissions on the matter.

3.8 An indicative project timeline is shown below:

Table 2: Project Timeline

Council resolution to commence proposed Expression of Interest Process	22 June 2009
Advertise Expression of Interest	July 2009
Evaluation Submissions	September 2009
Council Decision on New Occupant / Tenant	October 2009

**ORDINARY MEETING OF COUNCIL**

**22 JUNE 2009**

**ORDER OF THE DAY**

**ORDER 5**

**2009-2010 COMMUNITY GRANTS  
PROGRAM**

**LOCATION/ADDRESS:**

**RESPONSIBLE EXECUTIVE DIRECTOR:**

**GEOFF OULTON, EXECUTIVE DIRECTOR  
COMMUNITY DEVELOPMENT AND  
PLANNING**

**AUTHOR:**

**MICHELE LEONARD, MANAGER  
COMMUNITY DEVELOPMENT &  
ENGAGEMENT**

**FILE NO.:**

**40/03/88**

**ATTACHMENTS:**

**ATTACHMENT 1: LIST OF  
RECOMMENDED SUCCESSFUL  
APPLICANTS (CONFIDENTIAL)**

**ATTACHMENT 2: STATISTICAL  
INDICATORS**

**ATTACHMENT 3: ASSESSMENT PANEL  
TERMS OF REFERENCE**

**ATTACHMENT 4: ASSESSMENT PANEL  
ANNUAL REPORT**

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**1. EXECUTIVE SUMMARY**

- 1.1. The Community Grants Program provides funding to community organisations to deliver programs that build on local strengths to develop active, connected communities.
- 1.2. This report presents Council with a list of successful applicants as recommended by the Community Grants Panel 2009-10.

- 1.3. This year the Community Grants Program received 112 applications asking for a total of \$400,259. Of these 94 were recommended for funding, to a total value of \$209,748.
- 1.4. A further \$27,000 was funded to 9 projects from 3 organisations, as part of a trial of longer term funding which started in 2008-09.
- 1.5. In all, \$236,748 has been recommended for funding in the 2009-10 program.

## **2. RECOMMENDATION**

That Council resolves to:

- 2.1 Endorse the recommendations of the Community Grants Assessment Panel.
- 2.2 Thank the members of the Community Grants Assessment Panel for their assistance and their recommendations.

## **3. DISCUSSION**

- 3.1. The Community Grants Program aligns with draft Council Plan strategy 3.1.3 'Build on local strengths to develop active, connected communities'. The grants program aims to support a broad range of initiatives that respond to community identified needs, enhancing the health and wellbeing of Port Phillip communities
- 3.2. **Structure of the Grants Program**
  - 3.2.1. There are two categories of funding for the Community Grants Program: Social Support, and Community Strengthening.
  - 3.2.2. The Social Support category recognises that many small groups require funding to run their activities which are not necessarily project based but form an important part of people's lives and wellbeing. For instance, many culturally and linguistically diverse groups apply to this category in order to maintain their social groups and ongoing activities, rather than distinct projects. Maximum funding under the Social Support category is \$950.

3.2.3. The Community Strengthening category funds projects that strengthen the capacity of local groups and small organisations to survive now and into the future to be more sustainable, or for projects that contribute to the health and well-being of the community, are designed to meet local need and encourage participation, and / or support environmental sustainability. Maximum funding under the Community Strengthening category is \$10,000.

**3.3. Long term project funding**

3.3.1. Funding under the Community Grants program is currently for one year. Projects that apply for funding in subsequent years will be considered for funding. Projects that can demonstrate sustainability will be favourably viewed.

3.3.2. In the 2008-09 Community Grants Program, \$27,000 was granted to three organisations (Sacred Heart Mission, Inner South Community Health Service, Port Phillip Community Group) to trial multiple year project funding. It is recommended that this funding be continued in 2009-10.

**3.4. Process**

3.4.1. Applications for Community Grants Program 2009-10 opened on 23 February 2009 and closed on 3 April 2009. Three information sessions were held for prospective applicants in February and March 2009.

3.4.2. Applications were assessed by two Assessment Panels, each made up of one Councillor, two local community members, and one City of Port Phillip Council officer. See attached Community Grants Assessment Panel Report for more details.

3.4.3. All applications are assessed against whether they meet the program priorities; can demonstrate longer term sustainability, can demonstrate scope vision and need for the project; have demonstrated effective planning and management; and have a produced an effective and realistic budget. Organisations that had been funded in previous years must also demonstrate sound accountability practices.

3.4.4. Applications that are not being funded this year generally represent those that are either the funding responsibility of another level of government or those that did not score highly enough on the weighted scoring tool.

**3.5. Panel feedback for Council’s consideration**

<b>FEEDBACK</b>	<b>ACTION</b>
<b>Assessment process</b>	
Additional information shared in the panel could be made more accessible by projecting it onto a screen, rather than listening to Council staff reading.	To be implemented in next year’s program.
Financial reports of applicants should be made available to the panel.	Financial reports have always been made available to the panel. We will endeavor to make this clearer in future years and allow panel members to arrive earlier to meetings to review supplementary information should they wish.
Easier access could be made to last year’s accountability reports.	Ease of access to be reviewed next year’s program.
Applications to the Community Strengthening category should be assessed prior to the Social Support applications. This will allow more time to the review larger applications without rushing.	To implement in next year’s program.
<b>Application form design</b>	
Ensure questions align better with selection criteria	To review questions and selection criteria for next year’s program.
The quality of applications could be improved. Perhaps the questions could be made clearer.	To review questions and selection criteria for next year’s program.
<b>Selection Criteria</b>	
The sustainability criterion needs to include sustainable project outcomes or impact, not just sustainability of the program itself.	To consider for next year when application questions and criteria are reviewed.
Criteria should reflect Council’s Priorities.	To consider for next year when application questions and criteria are reviewed.
Review selection criteria and simplify descriptions of each criterion. There should be no more than 2 concepts per criteria.	To consider for next year when application questions and criteria are reviewed.
Cut down the number of Program Priorities to make it easier for applicants to understand and comply.	To consider for next year when application questions and criteria are reviewed.
The criteria need to be more specific to make it	To consider for next year when application

easier to decide between applications. eg. budget should be both about the accuracy and addition of the budget as well as its relevance to the project.	questions and criteria are reviewed.
A criterion could be the number of people to benefit from a project. Projects addressing the needs of more people could score higher.	Programs may respond to an identified need and have a great impact regardless of the number of beneficiaries. For further discussion.
Need should be its own criterion.	To consider for next year when application questions and criteria are reviewed.
<b>Program Design</b>	
The panel recommends that Council investigate amending Community Grants program criteria, guidelines and conditions in order to formalise multiple year funding arrangement in future Community Grants Programs.	For further discussion and review for next year.
<b>Guidelines</b>	
Encourage use of public transport in guidelines	To consider including next year.
What is/ isn't eligible to be funded needs to be clearer. Too many blurred lines eg. Funding staff costs, venue hire etc.	For further discussion and review for next year.
Make Public Liability Insurance cover an eligibility criteria	To implement next year
<b>Social Support Applications</b>	
Maximum of one Social Support application from each community group should be permitted.	This is not viable as one organisation may coordinate a number of social support programs that address various needs in the community. To consider limiting the number of social support grants a group can apply for that target the same group of people and address a similar need.
Assessing applications to the Social Support category take a significant amount of time. If Council has an ongoing commitment to funding these smaller groups, perhaps allow them to apply for multiple years of funding subject to satisfactory accountability reports annually.	For further discussion.
<b>Promote inter-agency partnerships</b>	
Indicate in the scoring that bonus points will be awarded for collaboration between organisations that work together.	This is already addressed in the Program Priorities, which forms the basis of one of the criterion in the Community Strengthening category.

**3.6. Implementation and next steps**

- 3.6.1. Successful applicants will be presented with cheques at a Community Grants celebration event in July 2009.
- 3.6.2. Successful projects will be listed on Council's website and promoted through the community events listing.
- 3.6.3. Feedback is offered to unsuccessful applicants.

**3.7. Key messages**

3.7.1. The Community Grants Program directly supports Council Plan Strategy 3.1.3.

3.7.2. The panel has undergone a thorough and transparent assessment process that has been applied consistently and made recommendations in line with Council's priorities and policies.

**ORDINARY MEETING OF COUNCIL  
22 JUNE 2009**

**ORDER OF THE DAY**

<b>ORDER 6</b>	<b>2009-2010 CULTURAL DEVELOPMENT FUND</b>
<b>LOCATION/ADDRESS:</b>	<b>N/A</b>
<b>RESPONSIBLE EXECUTIVE DIRECTOR:</b>	<b>GEOFF OULTON, EXECUTIVE DIRECTOR COMMUNITY DEVELOPMENT AND PLANNING</b>
<b>AUTHOR:</b>	<b>DEIDRE PELLIZZER, COORDINATOR ARTS AND FESTIVALS</b> <b>IAN HICKS MANAGER CULTURE &amp; RECREATION</b>
<b>FILE NO.:</b>	<b>40/05/58</b>
<b>ATTACHMENTS:</b>	<b>ATTACHMENT 1: LIST OF RECOMMENDED SUCCESSFUL APPLICANTS (CONFIDENTIAL)</b> <b>ATTACHMENT 2: STATISTICAL INDICATORS BY TOPIC AND LOCATION</b>

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**1. EXECUTIVE SUMMARY**

- 1.1. The Community Development Fund is another key opportunity for Council to deliver on its Active and Creative City Framework and specifically the Creative Futures Strategy.
- 1.2. The Cultural Development Fund aims to assist and encourage the community to be active participants and creators, in a way that contributes significantly to the cultural richness of the city and community.
- 1.3. This report presents Council with a list of successful applicants as recommended by the Cultural Development Fund Committee 2009/2010;
- 1.4. This year the Fund received 60 applications of which 22 were funded a total of \$145,150. The Committee noted that this year's applications were of a particularly high standard.

**2. RECOMMENDATION**

That Council resolves to:

- 2.1 Endorse the recommendations of the Cultural Development Fund Committee;
- 2.2 Explore options for changing the funding model in order to provide operational grants to arts companies and venues as part of the proposed 'Housing the Arts' strategy (as proposed in the Draft Council Plan 2009 – 2013);
- 2.3 Thank the members of the Cultural Development Fund Committee for their assistance;
- 2.4 Make public the list of successful applicants.

**3. DISCUSSION**

**3.1. Purpose of the Cultural Development Fund**

The Cultural Development Fund is aligned with the draft Council Plan 2009 – 13 strategy to facilitate a 'Creative, active and culturally diverse life' and the action of 'Ensuring the city continues to be a vibrant and affordable place for a diversity of artists to live and work'.

The Fund specifically aims to assist and encourage local artists and arts organisations to develop projects that are highly creative and innovative in nature and enhance the cultural life of the City. Further positive outcomes of the Cultural Development Fund include:

- 3.1.1. Building the capacity of our community members to be involved in cultural projects directly as audience members;
- 3.1.2. Encouraging positive community engagement;
- 3.1.3. Enabling projects that are of a non-commercial nature offering low cost inclusive activities for a wide audience;
- 3.1.4. Funding of the projects contributes to the development of financial and budgetary skills of those involved as well as the economic value in the local community generated by the projects;
- 3.1.5. Applications for funding of cultural projects are required to be environmentally responsible. Applicants seem to be increasingly aware of environmental concerns as a topic for both project process and content.

**3.2. Process**

Information about the Fund including the guidelines, contact details for advice and application forms are available on the Council website. An information session is which includes a presentation by prior successful applicants. Applicants must adhere to the following selection criteria:

Essential:

- 3.2.1. Projects must demonstrate creativity, artistic intention and innovation
- 3.2.2. Funded activities must be based in the City of Port Phillip
- 3.2.3. Applications should indicate the projects value to City of Port Phillip audiences, readers, viewers, users
- 3.2.4. Applicants must live or work in the City of Port Phillip
- 3.2.5. Project participants living or working in the City of Port Phillip are involved in the project
- 3.2.6. Project expenditure equals project income (applicant must demonstrate that the project can proceed if other funding applications are unsuccessful)

Desirable:

- 3.2.7. Support the development and presentation of new work
  - 3.2.8. Promote the City's cultural heritage
  - 3.2.9. Enhance the profile of the City of Port Phillip as an outstanding, vibrant arts environment
  - 3.2.10. Encourage participation in the arts
  - 3.2.11. Explore the identity and diversity of the City and its residents
  - 3.2.12. Explore issues related to access and equity
  - 3.2.13. Demonstrate a high level of community involvement and interest
  - 3.2.14. Demonstrate an attempt to source other funding where applicable
  - 3.2.15. Support partnerships with other organisations
- 3.3. Members of the Cultural Development Fund Committee for this year's round are Professor Paul Clarkson (Chair), Dr Helen Light, Rosemary Joy, Malcolm Blaylock and Cllr Serge Thomann.
- 3.4. The Committee has noted the following points for Council's consideration:
- 3.4.1. Quality and professionalism of applications continues to improve; this year's standard was noted to be very high;
  - 3.4.2. Timing - a number of applications have starting dates very soon after funding becomes available in July 2009 (as part of Council annual budget cycle). The Committee asks that council consider if it is possible to approve this part of the annual budget any earlier in the year;

- 3.4.3. It is an important role of the Cultural Development Fund to support creative development for new works. However some of these projects do not have major public/community outcomes in the funding year. The Committee noted that it is preferable for a balance to be sought between public performance outcomes and creative development outcomes in the spread of projects funded;
- 3.4.4. It would be a positive outcome for Council to investigate an alternative funding structure that might support those cultural groups and venues in the municipality that continually present and support substantial creative and community outcomes. That is, to consider a recurrent operational funding stream as well as the current project based Cultural Development Fund;
- 3.4.5. There are an increasing number of public art proposals coming to the Cultural Development Fund, which can be difficult for the Committee to consider without a wider Council context; members were of the view that Council would do well to consider a public art funding stream over a two to three year period for commissions and proposals.
- 3.5. There are no known legal risks associated with adopting this recommendation.
- 3.6. The proposed expenditure assumes no change to the draft budget and is in line with the proposed budget allocation for 2009/10 financial year.
- 3.7. **Implementation/Next Steps:**
  - 3.7.1. The successful applicants will be presented with their funding at a 'Cheque Handover' event in late July, being a good opportunity for both celebration and networking among the arts community;
  - 3.7.2. Successful projects will be listed on Council's website and promoted through the community events listing;
  - 3.7.3. Feedback is offered to unsuccessful applicants.
- 3.8. **Key Messages:**
  - 3.8.1. This is an Active and Creative City.
  - 3.8.2. The Cultural Development Fund is one mechanism by which the City of Port Phillip can support and recognise the importance of the arts in the community;
  - 3.8.3. In 2009-10 the Cultural Development fund will support 22 projects with funding of \$145,150.