

# Exercise of Delegation by the Chief Executive Officer during a declared State of Emergency – COVID-19, 2020



DATE	TYPE OF DECISION	TYPE OF SERVICE	DESCRIPTION OF EXERCISE OF DELEGATION	LOCATION
19/03/20	Service Level Change	Discretionary	<b>Supported Playcentres</b> - Moved to a model of service provision on “play advice” that is conducted primarily via skype and phone. Limited face to face in-home service delivery for families identified as “at-risk” is provided on a case by case basis with approval for this required by a team leader and appropriate safety and prevention measures in place.	Whole of Municipality
19/03/20	Service Level Change	Discretionary	<b>Parent Information Sessions</b> - Suspended face to face service delivery and investigating ways to develop alternate peer supports.	Whole of Municipality
19/03/20	Service Level Change	Discretionary	<b>Skinnners and St Kilda Adventure Playgrounds</b> - (Opening hours and programming) – Closed playgrounds to general public and continue to provide adjusted programming for vulnerable groups such as continued face to face support and programs for priority groups with appropriate safety measures, including the possibility of smaller groups. Develop facilitated online or phone groups and supports for the broader community via resource pack of activities to undertake while at home.	St Kilda
19/03/20	Service Level Change	Discretionary	<b>Youth Events</b> – Events have been postponed at this stage due to restriction on gatherings of 100+.	Whole of Municipality
19/03/20	Service Level Change	Discretionary	<b>Youth Leadership Program</b> - Scheduled youth leadership program will be postponed as it may breach restrictions on gatherings of 100+.	Whole of Municipality
19/03/20	Service Level Change	Discretionary	<b>Family Youth and Children Case Management and Lead Workers</b> - Continue service provision but limit delivery to skype and phone. Approval for face to face service delivery must be provided by team leader with appropriate safety measures.	Whole of Municipality
19/03/20	Service Level Change	Discretionary	<b>Integrated Family Services</b> – Continue service provision but limit delivery to skype and phone. Approval for face to face service delivery must be provided by team leader.	Whole of Municipality

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19/03/20	Service Level Change	Discretionary	<b>Integrated Family Services</b> - Continue service provision but limit delivery to skype and phone. Approval for face to face service delivery must be provided by team leader.	Whole of Municipality
19/03/20	Service Level Change	Discretionary	<b>Diversity Magazine</b> – cancel the upcoming edition of Diversity and replace with a short publication delivered to all mailboxes on current COVID situation.	Whole of Municipality
23/03/20	Service Level Change	Discretionary	<b>Face-to-face (F2F) community engagement activities</b> planned for April - cancelled.	Whole of Municipality
23/03/20	Service Level Change	Non-Discretionary	<b>Front ASSIST Counters (Port, South and St Kilda Town Hall)</b> closed to the public. Call centre & Eservices including emails continue to be available and call centres are running from 3 locations South Melbourne, St Kilda town Hall and working from home.	Whole of Municipality
23/03/20	Service Level Change	Discretionary	<b>Events</b> – permitted events cancelled until further notice.	Whole of Municipality
23/03/20	Service Level Change	Non-Discretionary	<b>Waste management - Resource &amp; Recovery Centre</b> (Transfer Station) in South Melbourne is remaining open but is no longer accepting cash for payment to reduce the physical interaction between members of the public and staff.	South Melbourne
24/03/20	Service Level Change	Discretionary	<b>April Citizenship</b> ceremony cancelled.	Whole of Municipality
24/03/20	Service Level Change	Discretionary	<b>Esplanade Market</b> postponed until further notice.	St Kilda

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26/03/20	Service Level Change	Discretionary	<b>School travel program</b> – Ride to School Day event at South Melbourne Primary School cancelled.	Whole of Municipality
26/03/20	Service Level Change	Non-Discretionary	<b>Children’s Services/ Childcare Centres</b> - implemented changes to the parent pickup and drop off process to reduce people walking through the centres to collect their children. Parents drop off and collect children from the front of the centres. Social distancing measures implemented at pick up and drop off times.	Whole of Municipality
26/03/20	Service Level Change	Discretionary	<b>Adventure playgrounds</b> - Further reviews have taken place regarding the Adventure Playgrounds and it is not possible to continue programming and meet the social distancing safety requirements. Minimal online and phone service will only be provided.	Whole of Municipality
27/03/20	Service Level Change	Discretionary	<b>Update on Amendment C186port: Montague Commercial Precinct Heritage</b> - Given the on-going nature of, and uncertainty surrounding the impacts of COVID-19 referral of Amendment C186port to a planning panel is delayed.	Montague Commercial Precinct Heritage
27/03/20	Service Level Change	Non-Discretionary	<b>Port Phillip Beaches &amp; Botanical Gardens</b> - All Port Phillip beaches and the St Kilda Botanical Gardens closed from 6 pm on 27 March. People still able to access the beaches as a thoroughfare, such as for a run or walking a dog, the closure is aimed at beaches not being used as a gathering place during the COVID-19 crisis. Swimming is allowed at this stage, as long as social distancing and mass gathering rules are obeyed. Boat launches at St Kilda Marina are unaffected.	Port Phillip Beaches & Botanical Gardens
27/03/20	Service Level Change	Discretionary	<b>Skate Park &amp; Exercise Stations</b> - On Friday 27 March skate parks, volleyball site and fitness stations were closed.	Whole of Municipality

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30/03/20	Service Level Change	Discretionary	<b>Access to Showers - Peanut Farm Reserve Pavilion</b> - Access to change rooms / showers has been provided to the Salvation Army, to enable use by their vulnerable and disadvantaged clients. This will commence Monday and operate 5 days per week with specific hours. Closure of other facilities and gatherings around remaining services has prompted this initiative. Council will be assisting with cleaning and staff presence (together with Salvation Army staff) to help support social distancing behavior and health and safety for all. The Salvation Army will manage all communications regarding availability of this facility direct to its clients, to ensure access is limited to the needs of vulnerable persons.	Peanut Farm Reserve
31/03/20	Service Level Change	Discretionary	<b>Playgrounds</b> - In line with Government requirements 12 sites with playgrounds that are fenced with gates have been padlocked with a closure sign on each gate. 38 sites that are not fenced have closure signs installed to meet Government requirements.	Whole of Municipality
06/04/20	Service Level Change	Discretionary	<b>St Kilda Botanical Gardens</b> - were reopened to the public for use as a site to exercise from Monday 06/04/2020. Signage placed at the entrances and throughout the gardens instructs people they are not permitted to congregate within the gardens. Council's Local Laws officers patrolling the gardens. In addition to the patrols, playground roped off and signed to state that it is closed and public access to the glasshouse not permitted. At this stage, the intent is to open the gardens from Monday 06/04/2020 through Thursday 09/04/2020 as a trial. The gardens will then be closed over the Easter long weekend and subject to the results of the trial, and the social distancing measures in place at the time, be reopened on Tuesday 14/04/2020 and remain open during weekdays and weekends.	St Kilda
08/04/20	Service Level Change	Discretionary	<b>Children Services</b> - On 6 April, the Barring Djinang Kindergarten temporarily closed until further notice, due to COVID-19, however the parents were offered places at Coventry Street Children's Centre and we now have an average of five children attending CoventryCC.	South Melbourne

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08/04/20	Service Level Change	Discretionary	<p><b>Community Facilities Update</b> Council resolved to close Council managed community facilities until 13 April 2020, including the Town Hall Auditoriums and other bookable community facilities, with this date to be revised in line with further State announcements. These facilities are to be used only for priority Council activities that support key service provision. Refunds to be provided for events and programs that have been cancelled within this timeframe. Given that the status of the government restrictions has not changed, Officers will extend the closures for another month to 13 May.</p>	Whole of Municipality
16/04/20	Service Level Change	Discretionary	<p><b>Face to Face consultation</b> in May cancelled.</p>	Whole of Municipality
24/04/20	Service Level Change	Discretionary	<p><b>Seniors Meal Delivery</b> Council boosts seniors meal delivery amid COVID-19 demand increase. Council has successfully applied to double its funding received from the federal government to support our most vulnerable residents who are in self-isolation at home due to Covid-19 concerns. As a result, we saw an 80% increase in our Delivered Meals program at council so far as Stage 3 measures came into place. Since the pandemic hit the nation, delivered meals has seen a 250 percent national increase in new meal service users, which is causing extreme pressure on the delivery. The funding supports the availability of prepared meals and essential services to provide more flexibility for the Commonwealth Home Support Programme (CHSP). Operating costs have gone up as we are also experiencing an increased demand from existing service users as well who now need more meals delivered to them at home. They may have been going to group programs or social gatherings with friends or family, or once or twice a week they may have been eating out, those options are closed to them now. They are needing more meals delivered at home. As a result, we anticipate there will be elderly people who will be seeking hardship provisions from Council for their Delivered Meals service.</p>	Whole of Municipality