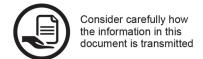


ORDINARY MEETING OF COUNCIL

AGENDA

6 MARCH 2019







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.

Each report is 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 general question time from members of the public. Questions relating to a topic on the agenda are not permitted during this time but can be asked prior to the discussion of that item.

If you would like to ask a question during Public Question Time, 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 / Question

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.

If you would like to address the Council and / or ask a question 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.





PORT PHILLIP CITY COUNCIL ORDINARY MEETING OF COUNCIL

To Councillors

Notice is hereby given that an **Ordinary Meeting of Council** of the **Port Phillip City Council** will be held in **South Melbourne Town Hall** on **Wednesday, 6 March 2019 at 6.30pm.** At their discretion, Councillors may suspend the meeting for a short break at 8pm and 10pm as required.

AGENDA

1	APOLOGIES
2	MINUTES OF PREVIOUS MEETINGS
	Minutes of the Ordinary Meeting of the Port Phillip City Council held on 20 February 2019.
3	DECLARATIONS OF CONFLICTS OF INTEREST
4	PETITIONS AND JOINT LETTERS
5	SEALING SCHEDULE
	Nil
6	PUBLIC QUESTION TIME
7	COUNCILLOR QUESTION TIME
8	PRESENTATION OF CEO REPORT8
9	PEOPLE AND COMMUNITY
	We Embrace Difference, and People Belong
	Nil
10	TRANSPORT AND PARKING
	We are Connected and it's Easy to Move Around
	10.1 Community and Stakeholder Engagement Approach - Move, Connect, Live - Parking Policy





11	SUSTAINABILITY
	We Have Smart Solutions for a Sustainable Future
	Nil
12	PLANNING
	We are Growing and Keeping our Character
	Nil
13	ARTS, CULTURE & ECONOMIC DEVELOPMENT
	We Thrive by Harnessing Creativity
	Nil
14	ORGANISATIONAL PERFORMANCE
	Our Commitment to You
	14.1 Lifting of the confidentiality status of information considered by Council in closed meetings of Council51
	14.2 Review of Council's Strategic Memberships 59
15	NOTICES OF MOTION89
16	REPORTS BY COUNCILLOR DELEGATES
17	URGENT BUSINESS
18	CONFIDENTIAL MATTERS91
	The information contained in the following Council reports is considered to be Confidential Information in accordance with Section 77(2)(a) and Section 89(2) of the Local Government Act 1989 (as amended).
	18.1 Notice of Motion to Alter a Previous Resolution
	18.2 Governance Processes



3. DECLARATIONS OF CONFLICTS OF INTEREST

4. PETITIONS AND JOINT LETTERS

<u>Item 4.1</u> Request for Cooling Fans at South Melbourne Market

A Petition containing 126 signatures, was received from a shopper of the South Melbourne Market.

The Petition states the following:-

"I am a regular shopper at South Melbourne Market and have been for some years and it has come to my attention that the only aisle in the market without any cooling (fans) is aisle G. On behalf of all the shop keepers and your patrons I think that every aisle need to have some form of cooling, but it appears that one aisle has been missed, Aisle G, but why? I cannot understand why this has not been addressed. I think that it would be a priority for Council to make sure that the customers are as comfortable as possible whilst shopping during these extreme temperatures that we are experiencing.

I have taken it upon myself to collect signatures from a variety of customers shopping in Aisle G. These signatures were collected over one weekend, 2nd and 3rd of February 2019.

I trust you will look into this oversight as soon as possible."

OFFICER COMMENT

The comfort and wellbeing of our stallholders and visitors to South Melbourne Market is of upmost importance. Due to the construction and nature of South Melbourne Market, there are a number of limiting factors to maintaining a cool environment during periods of excessive heat. Typically, Aisle G is less susceptible to heat events due to a number of factors including ceiling height, location of openings and natural airflow, heat sources, as well as being located beneath the Market's car park and upper roof. This said, Market Management are aware that we experienced a number of hot days during January and February this year and acknowledge the concerns raised.

During excessive heat events, temperatures are monitored within the market and appropriate action is taken where required to ensure the comfort and safety of our customers, staff, stallholders and contractors and to minimise the impact on produce. In addition to this, fans have also been installed in and around Aisle G, to aid air movement on hot days which will be monitored by Market Management as to their effectiveness.

OFFICER RECOMMENDATION

That Council:

Receives and notes the Petition and requests that the matter be brought to the attention of the South Melbourne Market Committee for noting and consideration.

TRIM FILE NO: F19/1
ATTACHMENTS Nil



5. SEALING SCHEDULE

Nil

- 6. PUBLIC QUESTION TIME
- 7. COUNCILLOR QUESTION TIME



8. PRESENTATION OF CEO REPORT

8.1 PRESENTATION OF CEO REPORT - ISSUE 52

EXECUTIVE MEMBER: KYLIE BENNETTS, DIRECTOR OFFICE OF THE CEO

PREPARED BY: SALLY HORNER, PLANNING AND PERFORMANCE ADVISOR

1. PURPOSE

1.1 To provide Council with a regular update from the Chief Executive Officer regarding Council's activities and performance.

2. EXECUTIVE SUMMARY

- 2.1 In March 2014, the City of Port Phillip introduced a program of more regular performance reporting through the CEO Report.
- 2.2 The attached CEO Report Issue 52 (Attachment 1) focuses on Council's performance at the end of January 2019.
- 2.3 Where information is available, the report includes activities up to the time of publication (end of February 2019).

3. RECOMMENDATION

That Council:

3.1 Notes the CEO Report Issue 52 (provided as Attachment 1) including changes to budget forecasts and project portfolio identified in January 2019.

4. OFFICER DIRECT OR INDIRECT INTEREST

4.1 No officers involved in the preparation of this report have any direct or indirect interest in the matter.

TRIM FILE NO: 16/02/204

ATTACHMENTS 1. CEO Report - Issue 52



CEO Report



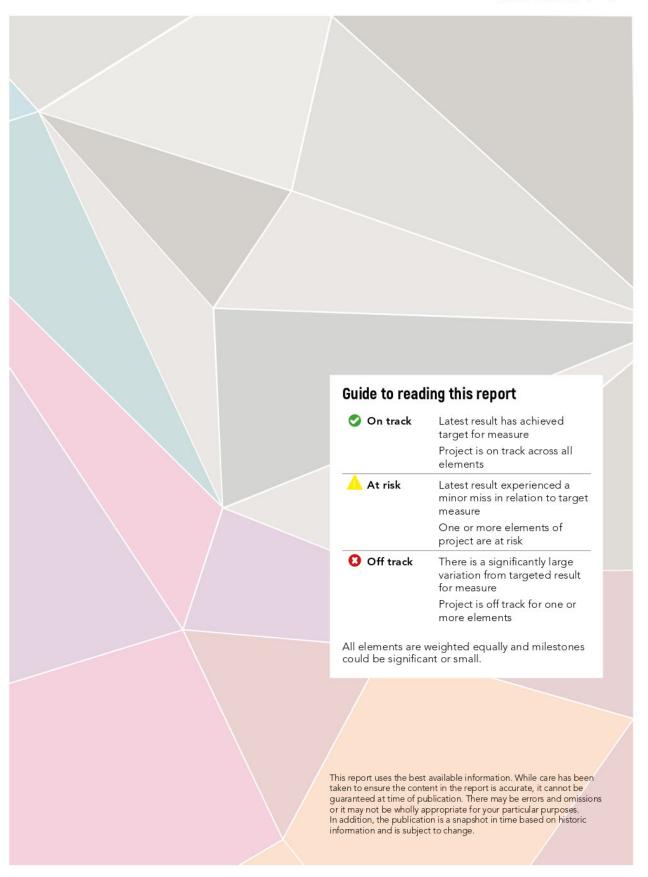
Issue 52

Message from the CEO	4
Transforming the City	5
Council scorecard	7
Project delivery update	9
What's happening in your neighbourhood? \dots	17
Financial performance	18
Changes to portfolio	22
Organisational scorecard	23
Legislative update	24

Council respectfully acknowledges the Yalukut Weelam Clan of the Boon Wurrung.

We pay our respect to their Elders, both past and present.

We acknowledge and uphold their continuing relationship to this land.



MESSAGE FROM THE CEO

"Each year we seek to understand residents perceptions of our services."

PETER SMITH

CEO City of Port Phillip

Welcome to the March issue of the CEO Report.

Every twelve months the City of Port Phillip elects to take part in a survey of residents to monitor perceptions about Council services and living in the City of Port Phillip.

Community Satisfaction Survey

This survey is facilitated by Local Government Victoria which is benchmarked across Victorian councils. Sixty three councils are participating in the survey this year.

This information is used to report on Council performance, gain insight into community sentiments about living in the City of Port Phillip and identify areas for further investigation and improvement potential.

This year's annual survey is running from late January into March 2019.

A report is expected to be presented to Council in June 2019.



Major events calendar 2019/20

An expression of interest (EOI) was undertaken in December 2018 seeking submissions to build the major events calendar and secure long-term markets for 2019/20.

As a result of the EOI, the major events calendar was finalised in February including 35 outdoor major events and two long term markets. While most major events are located in St kilda due to proximity of public transport, size of sites, separation from residents and branding of event, efforts have been made to move suitable events outside St Kilda and across the municipality. The calendar of events hold a mix of sporting, cultural, music and food events, catering for all ages and attract people with varying interests and backgrounds.

South Melbourne Market appointment of committee

I would like to thank the outgoing members of the South Melbourne Market Management Committee, Councillor Voss, Councillor Simic and Councillor Brand. The committee oversees the market's performance and direction, ensuring its financial viability, its pre-eminent position as a community resource and its position as a dynamic retailer.

St Kilda Marina lease

A public notice went out to invite submissions from interested parties on an interim three-year lease to the current lease holder of St Kilda Marina. Submissions close on 12 March and Council will hear submissions on 20 March.

Appointment of General Manager

Tony Keenan was announced as General Manager Community and Economic Development after joining us as Interim General Manager in November 2018. Tony brings extensive and highly relevant senior leadership experience from the not-for-profit sector. He is a well known leader in public policy, homelessness, youth issues and social inclusion and has made a significant contribution in community leadership roles. I welcome him to the Executive Leadership Team.

Recycling crisis

Port Phillip is disappointed to divert recyclable materials to landfill while recyclables processor SKM responds to an EPA order to close and manage its stockpiled recyclables at four plants.

From 18-22 February, we have diverted approximately 200 tonnes of recyclables from our scheduled weekly collections to landfill.

The Metropolitan Waste and Resource Recovery Group, who manages Council's contract with SKM, have asked SKM to inform councils as soon as possible on when it expects its operations to resume. In the meantime, we will continue to collect recycled and waste as scheduled and are doing what we can to minimise the amount of recyclables going to landfill.

Transforming the City

The Council Plan 2017-27 sets out four areas where Council will focus its effort to see significant transformation over the next 10 years.

Fishermans Bend

What has happened?

- · Precinct planning work continued.
- Commenced work on community engagement approach.
- Streetscape works continued, with majority of the works in Railway Place and Douglas Street.
- · Officers received the first draft of modelling

What's coming up?

- · Precinct and service planning will continue.
- Complete landscaping at Ferrars Street.

Waste Management

What has happened?

- Recruitment and commencement of two officers to implement strategy programs
- Commenced assessment options for pilot trials of food waste recycling program.
- Commenced new e-waste collection service at Libraries at Albert Park, Port Melbourne and St Kilda enabling residents to easily recycle any unwanted electronic items with a cord or battery.

What's coming up?

- Undertake market research to better understand how to create change within the community relating to waste generation and recycling habits.
- Finalise the use of recycled plastics within road base for three streets in the municipality.

TRANSFORMING THE CITY

CEO REPORT ISSUE 52 - MARCH 2019

6

Water management

What has happened?

- Refer to page 12 for an update on Albert Park and Alma Park stormwater harvesting schemes.
- Commenced planning for Water Sensitive Urban Design, increased permeability and Stormwater Harvesting opportunities as part of the development of the Water Sensitive City Plan

What's coming up?

- Issue request for quote for stormwater harvesting opportunity assessment and flood planning to feed into Water Sensitive City Plan.
- Invite attendees to participate in workshop providing input into Water Sensitive City Plan.

Transport and parking

What has happened?

- Completed the design of intersection treatments, cross sections as inputs into precinct planning, and as the basis for Infrastructure Contributions Plan for Fishermans Bend.
- Commenced data collection recent implementation of parking machine and time restrictions in Fishermans Bend.
- Work is underway to install 16 new on-street car share bays by June 2019.
- Continue to liaise with the Victorian Government to progress the delivery of transport commitments, including St Kilda Road Central Bike Lanes, Shrine to Sea corridor, Park Street Tram Link and the development of a Movement and Place Strategy for St Kilda Junction.

What's coming up?

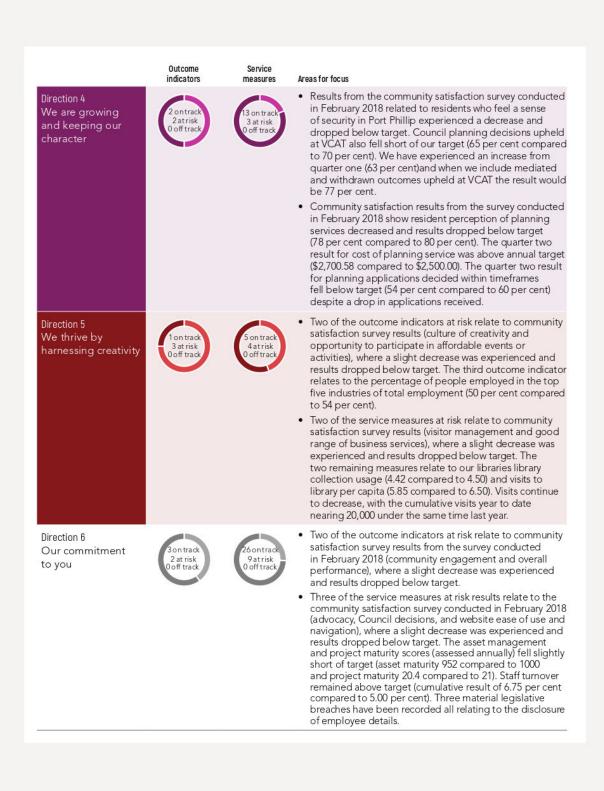
- Review applications for round two of new car share bays.
- Continue to liaise with the Victorian Government to progress the delivery of multiple transport related projects.

Council scorecard

This section summarises the most current results for the outcome indicators and service performance measures in the Council Plan 2017-27.

Where possible measures are updated on a monthly basis, otherwise data from previous period are reported below.

	Outcome indicators	Service measures	Areas for focus
Direction 1 We embrace difference, and people belong	2 ontrack 1 atrisk 0 off track	Sontrack 7 atrisk 0 off track	 The outcome indicator at risk relates to residents that agree Port Phillip is welcoming and supportive for everyone (annual survey conducted in February 2018) which remained stable and just below target (93 per cent compared to >95 per cent). Four of the service measures at risk relate to community satisfaction survey results (conducted in February 2018), conducted in (recreational facilities, services contributing to health and wellbeing of the community, supporting older people and people with disabilities and family, youth and children), where a slight decrease was experienced and results dropped below target. Participation in first MCH home visit and participation in MCH service fell slightly below target (95.62 per cent and 62.17 per cent respectively compared to 100 per cent). These measures are cumulative measures and are expected to increase as the year progresses, although slightly below the same period last year.
Direction 2 We are connected and it's easy to move around	3 on track 0 at risk 0 off track	6 ontrack 2 atrisk 0 off track	 Two of the service measures at risk relate to the community satisfaction survey conducted in February 2018 (transport planning policy, safety and design and sealed local roads), where a slight decrease was experienced and results dropped below target.
Direction 3 We have smart solutions for a sustainable future	5 on track 0 atrisk 0 off track	9 ontrack 4 atrisk 0 off track	 Three service measures at risk relate to the community satisfaction survey conducted in February 2018 (making Port Phillip more environmentally sustainable, street cleaning and waste and recycling), where a slight decrease was experienced and results dropped below target. One annual measure at risk relates Council waste production, data from 2017/18 year end indicates that 59.6T of waste is produced



Project delivery update

The Council Plan 2017-27 commits us to a project portfolio worth more than \$66 million in 2018/19. This section provides a detailed update on the status of each major initiative identified in the plan and the overall project portfolio for each of the six directions as at the end of January.

 $oldsymbol{0}$ indicates this project contributes to the delivery of a transformation.

Stage	Status	Comments	Original completion	Forecast completion	2018/19 Budget \$'000	2018/19 Forecast \$'000
In Our Bac	kyard str	ategy implementation				
Deliver	•	Project is on track. The review of the implementation for In Our Backyard was completed in December 2018, with adoption of the IOBY Action Plan 2018-19. This redefined the targets and priority actions, to be then reflected in a 2018/19 implementation plan - Program Delivery Guidelines. Delivery of the first 'pop-up' housing project has been completed. A number of other projects within the program are on-track for completion: assessment of the preliminary short-list of sites for Council's property pipeline, facilitation of the Marlborough Street project being delivered by Housing First, and preparation of a Housing Needs Framework. The Program Delivery Guidelines (December 2018 - May 2019) will outline the service model Council will use to implement In Our Backyard, through a range of housing interventions, initiatives and projects across the 2018/19 - 2020/21 years.	Jun 2021	Jun 2021	226	226
JL Murph Deliver	y Reserve	Pavilion upgrade Project is on track. Demolition of the redundant sections of the pavilion and removal of asbestos-containing materials has been completed. Preparation is being made for construction of the new facilities. The temporary facilities for the clubs to operate from during construction have been installed.	May 2020	May 2020	1,368	1,368
North Por	t Oval upg	ırade				
Plan	0	Project is on track. Works were completed in January 2019 including importation and consolidation of the sand base, cricket wicket construction, installation of synthetic turf at interchange benches and installation of turf on the oval surface. The maintenance and establishment commenced and is anticipated to be completed for Round three of the competitive season in April 2019.	Jun 2019	Jun 2019	1,950	1,950
Peanut Fa	rm Reser	ve Sports Pavilion upgrade	2,3,000	0,000	in the	
Deliver	0	Project is on track. The pavilion works were completed at the end of February and landscaping around the building and netball courts has commenced. All landscaping works are due to be completed by June. Clubs will be transitioning into the building from mid March.	Mar 2019	Apr 2019	2,315	2,315

CEO REPORT ISSUE 52 - MARCH 2019

10

Stage	Status	Comments	Original completion	Forecast completion	2018/19 Budget \$'000	2018/19 Forecast \$'000
South Me	lbourne L	ife Saving Club redevelopment				
Deliver	•	Project is on track. Construction is 65 per cent complete, with works currently focussed on the internal building linings and fit-out. On 20 February Council allocated a further \$280,000 to the project budget to replenish the contingency funds which had been used to fund major unplanned costs including the seawall.	Jun 2019	Jun 2019	100	100

Overall project status



There are 22 projects contributing to the outcomes in this direction. At the end of January the Health and Wellbeing Strategy Implementation projects was considered off track

Off track non-major initiative project status

Health and Wellbeing Implementation Strategy 🚨

Project is off track. A number of tasks under initiative one and two have been deferred until the Community Safety Action Plan is developed and community safety and place-making roles are consolidated. A number of tasks under initiative three and four have been deferred as the new homelessness collective impact response role is established in the context of the Homelessness Action Strategy and review of Council's affordable housing program. Project timelines and scope are under review and the project will be re-baselined.

CEO REPORT

Direction 2 - We are connected and it's easy to move around 2018/19 2018/19 Original completion Budget \$'000 Stage Status Comments Integrated Transport Strategy implementation 🕕 Program is at risk due to potential delays associated with two actions (Parking Permit Policy and Parking Control Jun Jun 300 300 2019 2019 Policy), changes to the policies is dependent on outcomes of community engagement program and subsequent decisions made in relation to parking. Details provided on page 6. Kerferd Road safety improvements Plan Project is on hold until the scope and scale of the Victorian 175 175 Government's funding commitment for the 'Shrine to Sea'

Overall project status



There are 22 projects contributing to the outcomes in this direction. At the end of January no projects were considered off track.

Completed major initiative projects

Integrated Transport Strategy development



Project is completed. Council adopted the ten-year strategy, Move, Connect, Live, on 20 September following extensive community feedback.

Stage	Status	Comments	Original completion	Forecast completion	2018/19 Budget \$'000	2018/19 Forecasi \$'000
Albert Pa Deliver	rk Stormv	Project is at risk due to delays incurred in 2018 in the appointment of a new Project Manager to complete the final feasibility tasks. The following pieces of work are nearing completion and will inform the scheme's viability assessment: social and environmental impact of water harvesting from Albert Park Lake an assessment of potential scheme governance models further investigations into the locations for water tanks at the various Council reserves.	Jun 2019	Jun 2019	100	100
Alma Par l Deliver	k Stormw	Project is on track. Construction of the two water storage tanks is complete. Backfilling and oval reinstatement will commence in early March. The full scheme is expected to be completed by end June 2019. Officers continue to work closely with key stakeholders (sports clubs, schools and park users) to ensure that any interruptions to park and oval use are kept to a minimum during construction.	Jun 2019	Jun 2019	2,815	2,815
Sustainab Deliver	le Enviror	Program is on track. Highlights for January 2019 include: Commencing lighting upgrades in Bubup Nairm Commenced procurement to upgrade six solar hot water systems, install three solar PV systems and install Electric vehicle charging stations in Council buildings Work is underway to plan for Water Sensitive Urban Design, increased permeability and Stormwater Harvesting opportunities as part of the development of the Water Sensitive City Plan.	Jun 2019	Jun 2019	280	280
Waste St Plan	rategy im	plementation ① Program is on track. Details provided on page 5.	Jun 2019	Jun 2019	280	280
4 a 0 of Complet	on track at risk f track	There are 23 projects contributing to the outcomes January no projects were considered off track.	in this dire	ection. At t	he end of	

Stage	Status	Comments	Original completion	Forecast completion	2018/19 Budget \$'000	2018/19 Forecast \$'000
Ferrars St	reet Edu	cation and Community Precinct - Streetscape Upgrade 🕡				
Deliver	^	Project is at risk. Ferrars Street streetscape is due for completion by the end of March 2019. The majority of works have been completed in Railway Place and Douglas Street. In March 2019, Ferrars Street section and landscaping will be completed (with limited soil excavation remaining).	Dec 2018	Mar 2019	2,434	2,434
Gasworks	Arts Pai	k Contamination Management Plan				
Deliver	0	Project is on track. Council officers continue to work with the Victorian Government to complete the groundwater analysis to complete a draft Contamination Management Action Plan. Community engagement on the draft and draft park plan will occur in the second half of 2019.	Jun 2018	Jan 2020	20	20
Public Spa	ces Stra	itegy development				
Plan	0	Project schedule is off track. This is due to staff constraints. Revised project management and work re-allocation has occurred to ensure community engagement that will inform development of the strategy occurs in April 2019 as scheduled.	Jun 2020	Oct 2019	125	125
St Kilda M	arina					
Plan	<u> </u>	Project timeline is off track due to additional time required to work through complex issues to inform development of the Site Brief and procurement approach. Additional engagement with the community panel and further technical investigations have been required to ensure Council have the information required to inform their decision making. This additional work has also placed pressure on the budget. The budget will be monitored carefully to manage the additional costs.	Jun 2021	Jun 2021	460	460
Overall	projec	t status				
16 on tra 9 at ris 2 off tra	k	There are 27 projects contributing to the outcomes in the Elwood wall and playspace upgrade and Maritime considered off track.				

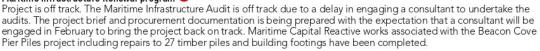
CEO REPORT ISSUE 52 - MARCH 2019

Off track non-major initiative project status



Elwood wall and playspace upgrade Project is off track. The project has experienced some delay due to necessary alterations required to the design of the proposed wall. These delays associated with the wall will result in the playspace works being completed in August 2019, not June 2019.

Maritime Infrastructure Renewal program 😉



CEO REPORT

Direction 5 - We thrive by harnessing creativity

January to gain insight.

Stage	Status	Comments	Original completion	Forecast completion	2018/19 Budget S'000	208/19 Forecast \$'000
Creative a	and Prosp	erous City Strategy implementation				
Plan	0	Program is on track with planning and implementation of actions underway. Highlights for January include: Concluding community consultation for the Special Rate renewal for Acland Street and Fitzroy Street. Collaboration between departments to explore options for public art on hoardings and chosen three test sites. Highlights relating to Placemaking include: Completed recruitment of final team member who commenced in February and will see the team actively carry out actions of the Creative and Prosperous City Strategy Carried out customer surveys at the Market in	Jun 2019	Jun 2019	640	640

Overall project status



There are 18 projects contributing to the outcomes in this direction. At the end of January the South Melbourne Town Hall Lifts upgrade, Gasworks Theatre seat replacement and South Melbourne Market Strategic Business case projects were considered off track.

Completed major initiative projects

Linden Gallery



Project has been completed.

Off track non-major initiative project status

South Melbourne Town Hall Lifts upgrade Project is off track due to closure of the South Melbourne Town Hall following the collapse of an internal ceiling, impacting access to the building to undertake works and causing a delay in project completion. The western lift works are nearing practical completion with minor compliance items to be finalised to satisfy the Building Surveyor requirements. Replacement of a new accessible compliant lift in the east side of the building and identification during the project of the western ramp being non-compliant will determine the issuing of the final certificate for this project.

Gasworks theatre seat replacement 4



Project is off track due to delays in schedule to deliver project as a result of long lead times for procurement. Officers have worked with Gasworks to identify a suitable delivery window informed by the programming requirements of the theatre and delivery will be March 2020. The consultant is working on documentation to progress the building permit application.

South Melbourne Market Strategic Business Case 🚨



Project is off track. Consultants were appointed in February 2019 to prepare a South Melbourne Market: Existing Conditions and Opportunities Analysis. This analysis, together with the Building Compliance Assessment Workscoping Study (BCAWS) project will inform future strategic investment in the market and the need for a business case.

CEO REPORT

Direction 6 - Our commitment to you

Stage	Status	Comments	Original completion	Forecast completion	2018/19 Budget \$'000	2018/19 Forecast \$'000
Customer	Experien	ce Program				
Deliver	•	Program is on track. The request for tender for core technology solutions, including Finance, Procurement, Asset Management, Property and Rates, and Customer Service systems and a layer that connects these to each other was released to market and closed on 25 January and evaluation commenced. The payment plan development project commenced with the aim to provide options for an improved consistent payment solution across Council.	Jun 2021	Jun 2021	8,180	8,180

Overall project status



There are 15 projects contributing to the outcomes in this direction. At the end of January the Building safety and accessibility program and Health and safety improvement project were considered off track.

Off track non-major initiative project status

Building safety and accessibility program 🔾

Program is off track due to increased time required to deliver the Front Counter Security Design project. A more minimalistic approach and review of functional requirements was required to maintain visual amenity and user experience. Building safety corrective actions is currently on track. All contractors and consultants have been engaged and procurement documentation was prepared. The successful contractor is expected to be selected next month and works will commence.

All other projects within the program are on track to be delivered.

Health and safety improvement project 🛂

Project is off track. The new Head of Safety and Wellbeing role is undertaking a review of the timeframes prescribed in the project and accountability of each of the elements. Detailed project plans are being developed to ensure improved monitoring and effective implementation.

Property Policy development 1



Project is off track due to the complexity of the policy and the significance of any policy changes which has caused a delay in engagement from December 2018 to March 2019.



Montague

· Continued works on streetscape works at Douglas and Ferrars streets intersection

South Melbourne

- · Completed works at South Melbourne Community Centre to improve accessibility and use of the space.
- Continued works upgrading South Melbourne Town Hall.
- · Evaluated tender responses for solar PV panels and safe roof safety equipment at South Melbourne Market.

Port Melbourne

• Completed works at North Port Oval.

St Kilda Road

· Continued to work closely with partners to deliver on the Metro Tunnel project.

Albert Park / Middle Park

- · Continued construction to redevelop the South Melbourne Life Saving Club building and public amenities.
- Worked with the Victorian Government to develop a draft Park Plan in accordance with the Gasworks Arts Park Contamination Management Action Plan.
- Consultants commenced assessment of social and environmental impact of water harvesting.

St Kilda / St Kilda West

- · Hosted the annual Pride March on Fitzroy Street, St Kilda.
- · Continued construction of the pavilion at Peanut Farm Reserve.
- Completed work on O'Donnell Gardens wall.
- Installed 8 cameras at Little Grey Street.

Elwood / Ripponlea

· Commenced preliminary concept design work for a new adult fitness station at Elwood Foreshore.

Balaclava / St Kilda East

- Worked with HousingFirst to satisfy the conditions of transfer of land including lodgement of development application.
- Commenced construction of stormwater harvesting system at Alma Park.

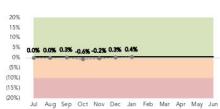
Financial performance

Council's decision-making is reflected by the principles of sound financial management, to ensure our financial position is sustainable. We assess our financial performance using the Victorian Auditor General Office (VAGO) financial sustainability indicators.

- As highlighted by the six VAGO financial indicators below, the full year forecast as at January indicates an
 overall low risk financial sustainability rating for Council.
- Council expects to achieve a cumulative cash surplus of \$0.8 million for 2018/19.

Financial sustainability indicators

1.1 Net Result % (Net Surplus over Total Income)



Year-end
Target: Greater than 0% forecast: (0.4%) Status:

Comments: This financial indicator assesses Council's ability to generate sufficient funds for asset renewals.

A small surplus is budgeted for 2018/19 which includes non-recurrent Customer Experience Program expenditure.

Council is expected to deliver an operating surplus of \$0.81 million, 0.4 per cent of total income. This is mainly due to successful

negotiation settlement of an open space land assessment which resulted in addition \$1.8milion of open space contributions.

1.2 Working Capital % (Current Assets over Current Liabilities)



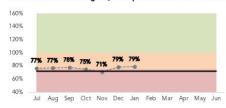
Year-end
Target: Greater than 100% forecast: 240% Status:

Comments: This financial indicator assesses Council's ability to pay

Comments: This financial indicator assesses Council's ability to pay short term liabilities as they fall due.

The Budget 2018/19 had a working capital ratio of 216 per cent. The actual financial position for 2017/18 compared favourably to the forecast position for 2017/18 when the 2018/19 budget was prepared. This will continue for the rest of the 2018/19 which is reflected in the current full year forecast as at January of 240 per cent. Council has no issues in paying suppliers and employees when payments fall due.

1.3 Internal Financing % (Net Operational Cashflows compared to Net Cash Capital Outlay)



Year-end
Target: Greater than 100% forecast: 79% Status:

Comments: This financial indicator assesses Council's ability to generate sufficient cash from operations to fund new assets. The Budget 2018/19 includes the Customer Experience program expenditure, non-recurrent operating expenditure to improve systems and processes for external and internal customers in a cloud-based platform which could not be classified as capital expenditure.

The full year forecast as at January shows Council is on track to achieve budget.



FINANCIAL PERFORMANCE

Comprehensive Income Statement Converted to Cash - January 2019

We use the Comprehensive Income Statement Converted to Cash to ensure prudent financial management by maintaining a cumulative cash surplus. The current forecast for 2018/19 is a cumulative cash surplus of \$0.80m which compares marginally unfavourable against the budgeted cash surplus of \$0.68m.

_	(\$'000)	(\$'000)	(\$'000)	%	(\$1000)	(\$1000)	(\$'000)	%
ncome								
Rates and Charges	73,431	73,333	98	0%	125,195	124.899	296	0%
Statutory Fees and Fines	13,706	13,965	(259)	(2%)	23,896	23,896	290	0%
Jser Fees	22,857	22,622	235	1%	37,048	38,254	(1,206)	(3%)
Grants - Operating	6,489	6,379	110	2%	10,220	9,233	987	11%
Grants - Capital	1,520	1,542	(21)	(1%)	4,124	3,573	551	15%
Contributions - Monetary	4,275	4,258	17	0%	9,571	7,124	2,447	34%
Contributions - Non Monetary	7,273	4,230	0	0%	0	7,124	2,447	0%
Other Income	8,019	7,905	113	1%	14,102	14,477	(375)	(3%)
Total Income	130,296	130,003	294	0%	224,156	221,456	2,701	1%
Expenses	22,722		2.527				12.222	
Employee Costs	55,430	56,073	643	1%	93,724	95,582	1,858	2%
Materials and Services	34,636	35,632	996	3%	74,455	75,047	592	1%
Professional Services	5,673	5,313	(360)	(7%)	13,418	7,989	(5,429)	(68%)
Bad and Doubtful Debts	2,368	1,996	(372)	(19%)	3,461	3,464	3	0%
Depreciation	14,781	14,781	0	0%	25,338	25,338	0	0%
Borrowing Costs	196	203	7	4%	420	450	30	7%
Other Expenses	4,690	4,390	(300)	(7%)	8,197	8,214	17	0%
Net (Profit) or Loss on Disposal of Assets	(68)	(67)	1	(1%)	4,335	4,335	0	0%
N Equity Accounting	0	0	0	0%	0	0	0	0%
otal Expenses	117,706	118,321	615	1%	223,348	220,419	(2,929)	(1%)
Operating Surplus / (Deficit)	12,591	11,682	909	8%	808	1,037	(229)	(22%)
Adjustments for non-cash operating items: Add back depreciation Add back written-down value of infrastructure	14,781	14,781	0	0%	25,338	25,338	0	0%
assets disposals • Add back written-down value of fleet asset	0	0	0	0%	4,950	4,950	0	0%
disposals Add back balance sheet work in progress	143	292	(148)	(51%)	500	500	0	0%
reallocated to operating	0	0	0	0%	1,200	1,200	0	0%
Add back Joint Venture Equity Accounting	0	0	0	0%	0	0	0	0%
Less Contributed Assets	0	0	0	0%	0	0	0	0%
	14,924	15,072	(148)	(1%)	31,988	31,988	0	0%
Adjustments for investing items:	4	100 PT 100				- 11.7.7		
Less capital expenditure - Infrastructure Less capital expenditure - IT, Plant and	(16,902)	(18,154)	1,252	(7%)	(38,705)	(39,706)	1,000	(3%)
Equipment	(1,022)	(1,356)	334	(25%)	(3,244)	(3,244)	0	0%
Adjustments for financing items:	(17,924)	(19,510)	1,586	(8%)	(41,949)	(42,950)	1,000	(2%)
Adjustments for financing items: Add New Borrowings	0	0		00/	_		0	00/
• Add New Borrowings • Less Loan Repayments	0	(201)	155	0%	0	(470)	0	0%
- Less Loan Repayments	(236) (236)	(391)	155 155	(40%)	(670)	(670)	0	0% 0%
Adjustments for reserve movements:	(236)	(391)	155	(40%)	(670)	(670)	U	0%
Discretionary Reserve Drawdown/ (Replenish)	9,399	9,399	0	0%	8,262	7,324	938	13%
 Statutory Reserve Drawdown/ (Replenish) 	0	0	0	0%	(237)	1,560	(1,796)	(115%)
	9,399	9,399	0	0%	8,025	8,883	(858)	(10%)
-								-
Current Year Surplus/(Deficit)	18,753	16,252	2,501	15%	(1,798)	(1,712)	(86)	5%
Current Year Surplus/(Deficit) Opening balance carry forward surplus Accumulated Cash Surplus		16,252 2,595	2,501	15%	(1,798) 2,595	(1,712) 2,389	(86) 206	5% 9%

Notes to the Comprehensive Income Statement Converted to Cash

The following adjustments have been identified and are reflected in the Comprehensive Income Statement Converted to Cash (see previous page).

Note 1: Operating income forecast increased by \$2.7 million:

Net forecast changes to income in January 2019 were immaterial.

Note 2: Operating expenditure forecast increased by \$2.93 million:

Net forecast changes to operating expenditure in January 2019 were immaterial.

Note 3: Capital expenditure forecast decreased by \$1.00 million:

Net forecast changes to capital expenditure in January 2019 were immaterial.

Note 4: Net replenish of reserves increased by \$0.99 million:

© \$0.06m Reduced expenditure on the Aged Care Transition project which was to be funded from

D \$0.11m Drawdown on tied grant reserves for the Vic Health 'What's Your Story?' program.

Changes to the portfolio

The City of Port Phillip enterprise portfolio comprises over 120 of programs and projects with a total budget of over \$66 million.

The table below outlines significant changes to the project portfolio during January to 13 February 2019.

Project	Change
South Melbourne Town Hall Renewal and Upgrade	This is a new initiative to deliver asset renewal works, repairing existing building structure and incorporation of other identified renewal works from building condition reports. Project has been allocated with \$350,000 budget in 2018/19 for the initial investigation and design works. Project planned to be completed in June 2021.
South Melbourne Life Saving Club Redevelopment	Council allocated a further \$280,000 to the project budget to replenish the contingency funds which has been used to fund major unplanned costs including the seawall.

Organisational scorecard

We monitor our performance under **Direction 6 - Our commitment to you** to ensure Council is a financially sustainable, high performing, well-governed organisation that puts the community first.

The below table outlines the latest results for our organisational scorecard. Results with an * are annual measures where results are from 2017/18 year end, all other measures are January results.

Improving customer experience and technology, and being more innovative

	Latest Result	
Community satisfaction with Council's performance greater than 65*	63	Λ
80% community requests responded to on time	94%	0
80% calls answered within 30 seconds	83%	0

Inspiring leadership, a capable workforce and a culture of high performance and safety

	Latest Result	
100% performance plans complete	13%	Λ
Total recordable injury frequency rate	36.26	0
Unplanned Leave (days/EFT) below 0.9	1.08	
Staff turnover below 0.8%	1.1%	

Improving community engagement, advocacy, transparency and governance

	Latest Result	
90% risk and audit actions completed on time	94%	0
90% councillor attendance at Council meetings	Nil	
90% Council decisions made in public	Nil	
0 material legislative breaches	3	Λ
Average community satisfaction rating for community consultation, advocacy and decision making above 60*	56	<u> </u>

Ensuring sustainable financial and asset management, and effective project delivery

	Latest Result	
Financial sustainability rating of low*	Low	0
Operating savings	\$21k \$152k to be banked	0
80% of priority project delivery is on track	93%	0

Legislative update

Legislative changes

Below are the legislative changes for August to December 2018 that may affect the City of Port Phillip.

Legislation	Assent date	Impact
Emergency Management Legislation Amendment Act 2018 (Amending the Emergency Management Act 2013)	22 August 2018	To amend the Emergency Management Act 2013; to provide for new integrated arrangements for emergency management planning in Victoria at the State, regional and municipal levels; to establish Regional Emergency Management Planning Committees; to establish Municipal Emergency Management Planning Committees; and consequentially to amend the Emergency Management Act 1986 and others.
Disability Service Safeguards Act 2018 (Amending the Disability Act 2006)	28 August 2018	To regulate registered and unregistered disability workers by providing for a registration scheme for disability workers and disability students receiving training to be disability workers; establishing the Disability Worker Registration Board of Victoria; establishing the Victorian Disability Worker Commission; providing for a complaints mechanism; and providing for information sharing re disability workers.
Environment Protection Amendment Act 2018 (Amending the Environment Protection Act 2017)	28 August 2018	To reform the legislative framework for the protection of human health and the environment from pollution and waste. To amend the Environment Protection Act 2017, to repeal the Environment Protection Act 1970, to amend the Mineral Resources (Sustainable Development) Act 1990.
Residential Tenancies Amendment (Long-term Tenancy Agreements) Act 2018 (Amending the Residential Tenancies Act 1997)	28 August 2018	To amend the Residential Tenancies Act 1997 to provide for tenancy agreements for a fixed term of more than five years and to make consequential amendments.
Prevention of Family Violence Act 2018	11 September 2018	To establish the Family Violence Prevention Agency and to provide for the functions, powers and duties of the Agency; to establish the Board and CEO of the Family Violence Prevention Agency
Long Service Benefits Portability Act 2018	18 September 2018	The main purpose of this Act is to provide portability of long service benefits in certain industries.
Residential Tenancies Amendment Act 2018 (Amending the Residential Tenancies Act 1997)	18 September 2018	The main purpose of this Act is to change terminology used under the Act in respect of landlords, rooming house owners, tenants and tenancy agreements and to amend varying aspects of tenancy agreements.

LEGISLATIVE UPDATE

Legislation	Assent date	Impact
Building Amendment (Registration of Building Trades and Other Matters) Act 2018 (Amending the Building Act 1993)	26 September 2018 & 30 October 2018	To amend the Building Act 1993; to make it an offence for persons to carry out certain types of building work without being registered or licensed to do so; to provide for the provisional registration of builders and the licensing of building employees who carry out certain building work and related offences; to make provision in relation to certain wall cladding products; to clarify the grounds for discipline of registered building practitioners in relation to breaches of dispute resolution orders; to provide further for the regulation of swimming pools and spas; to make consequential and other miscellaneous amendments; to amend the Local Government Act 1989 to provide for Councils to enter into agreements to rectify cladding on buildings; Councils to declare and levy a cladding charge to fund the rectification; to make consequential amendments to the Domestic Building Contracts Act 1995; to make minor amendments to the Oaths and Affirmations Act 2018 and the Sale of Land Act 1962.
Statutory Rule changes		
Statutory Rule	Assent date	Impact
Child Wellbeing and Safety (Information Sharing) Regulations 2018 (Authorising Act - Child Wellbeing and Safety Act 2005)	27 September 2018	To prescribe persons and bodies as information sharing entities for the purposes of the <i>Child Wellbeing and Safety Act 2005</i> ; and to provide for record keeping by information sharing entities.
Road Safety (Automated Vehicles) Regulations 2018 (Authorising Act - Road Safety Act 1986)	28 September 2018	To provide a range of matters in relation to trials of automated vehicles under the <i>Road Safety Act</i> 1986.
Water Industry (Reservoir Parks Land) Amendment Regulations 2018 (Authorising Act - Water Industry Act 1994)	12 September 2018	To amend the Water Industry (Reservoir Parks Land Regulations 2014 to reflect amendments made to the Water Industry Act 1994 by the Parks Victoria Act 2018.
Family Violence Protection (Information Sharing) Amendment (Risk Management) Regulations 2018 (Authorising Act - Family Violence Protection Act 2008)	3 September 2018	To amend the Family Violence Protection (Information Sharing) Regulations 2018 (a) to prescribe additional information sharing entities; and to prescribe matters for the purposes of the Family Violence Risk Assessment and Risk Management Framework.
Public Administration (Public Sector Communication) Regulations 2018 (Authorising Act - Public Administration Act 2004)	25 September 2018	To prescribe for the purposes of Part 5A of the Public Administration Act 2004— (a) public interest purposes for publication of public sector communication; (b) standards for public sector communication; (c) advertising standards and advertising requirements for advertising a public sector communication; (d) any other matters necessary to give effect to that Part.
Prevention of Cruelty to Animals Amendment (Electronic Collars) Regulations 2018 (Authorising Act - Prevention of Cruelty to Animals Act 1986)	3 October 2018	To amend the Prevention of Cruelty to Animals Regulations 2008 to enable the use of electronic collars on livestock in certain circumstances; and to clarify the intended operation of regulation 24 of those Regulations.

LEGISLATIVE UPDATE

Statutory Rule	Assent date	Impact
Victorian Energy Efficiency Target Regulations 2018 (Authorising Act - Victorian Energy Efficiency Target Act 2007)	2 October 2018	To provide for activities that result in a reduction of greenhouse gas emissions that would not otherwise have occurred if the activities were not undertaken; and processes related to a prescribed activity
Environment Protection (Residential Noise) Regulations 2018 (Authorising Act - Environment Protection Act 1970)	13 October 2018	To prescribe items and times during which noise resulting from the use of those items is taken to be unreasonable noise for the purposes of section 48A(5) of the <i>Environment Protection Act 1970</i> ; and to exempt certain premises in certain circumstances from the application of those prescriptions.
Children, Youth and Families Further Amendment Regulations 2018 (Authorising Act - Children, Youth and Families Act 2005)	3 October 2018	To amend the Children, Youth and Families Regulations 2017 to prescribe the class of persons who will be mandatory reporters for the purposes of the Children, Youth and Families Act 2005.
Public Health and Wellbeing Further Amendment Regulations 2018 (Authorising Act - Public Health and Wellbeing Act 2008)	1 November 2018	To amend the Public Health and Wellbeing Regulations 2009 to prescribe processes under the Public Health and Wellbeing Act 2008 for notifying anaphylaxis, and the timeliness of immunisation status certificate
Liquor Control Reform Amendment Regulations 2018 (Authorising Act - Liquor Control Reform Act 1998)	11 October 2018	To prescribe definitions, and to prescribe processes for an application for the grant, variation, relocation or transfer of a licence or BYO permit; and fees payable under the Act; and conditions for live music events that are held at licensed or authorised premises at which a person under the age of 18 may be present
Planning and Environment (Fees) Amendment Regulations 2018 (Authorising Act - Planning and Environment Act 1987)	1 November 2018	To amend the Planning and Environment (Fees) Regulations 2016 to provide further for fees for applications for permits and applications to amend permits
Family Violence Protection Regulations 2018 (Authorising Act - Family Violence Protection Act 2008)	1 December 2018	To prescribe matters necessary to be prescribed by and to ensure the effective implementation of, the Family Violence Protection Act 2008.
Drugs, Poisons and Controlled Substances Further Amendment Regulations 2018 (Authorising Act - Drugs, Poisons and Controlled Substances Act 1981)	23 October 2018	To amend the <i>Drugs, Poisons and Controlled Substances Regulations 2017</i> to enable lifeguards and non-emergency patient transport service workers (including nurses) to lawfully possess and administer certain Schedule 4 poisons; and to make a technical amendment to clarify the circumstances in which nurses or registered midwives may administer Schedule poisons.
Labour Hire Licensing Regulations 2018 (Authorising Act - Labour Hire Licensing Act 2018)	23 October 2018	To prescribe definitions for the purposes of the Act; and to prescribe provisions for labour hire licence; and to prescribe infringement offences and infringement penalties for those offences; and (j) to prescribe laws and schemes which may be relied upon by the Authority; and (k) to provide for other matters.

Statutory Rule	Assent date	Impact
Building Further Amendment Regulations 2018 (Authorising Act - Building Act 1993)	23 October 2018	To amend the Building Regulations 2018 to provide for exemptions for relevant building surveyors relating to an approved infrastructure contributions plan; and to make other miscellaneous amendments
Victorian Civil and Administrative Tribunal (Miscellaneous Amendments) Rules 2018 (Authorising Act - Victorian Civil and Administrative Tribunal Act 1998)	1 November 2018	To amend the Victorian Civil and Administrative Tribunal Rules 2018 to amend the provisions and functions of the Tribunal

Material legislative breaches

Year to date there has been a total of four legislative breaches. Three breaches of privacy occurred in August all relating to the disclosure of employee payroll details. One breach related to a Payment Summary being emailed to the wrong person. One incident related to payment slips being sent to the depot which were not in individual sealed envelopes. The other breach related to a pay slip being mailed to the wrong employee.

Non-compliance with competitive neutrality policy

Following a recent internal audit, Council has determined that its compliance with national competition policy has been insufficient. Council takes the provisions of competitive neutrality seriously and is committed to ensuring it is complying by introducing a range of controls, including improved documentation, reporting on its compliance each year in its annual report and developing a toolkit to help staff understand when the principles apply and what the obligations are. Anyone who believes they have a valid complaint regarding competitive neutrality is referred to our website (www.portphillip.vic.gov.au/national-competition-policy.htm).

Background information on the history and more detailed information regarding steps will be provided.





9. PEOPLE AND COMMUNITY

Nil

10. TRANSPORT AND PARKING



10.1 COMMUNITY AND STAKEHOLDER ENGAGEMENT

APPROACH - MOVE, CONNECT, LIVE - PARKING POLICY

EXECUTIVE MEMBER: LILI ROSIC, GENERAL MANAGER, CITY STRATEGY AND

SUSTAINABLE DEVELOPMENT

PREPARED BY: ANNA PURVIS, STRATEGIC TRANSPORT PLANNER

1. PURPOSE

1.1 To present the proposed community and stakeholder engagement approach for Move, Connect, Live – Parking Policy, for endorsement by Council.

2. EXECUTIVE SUMMARY

- 2.1 Transport and parking is a transformational priority in the Council Plan 2017-27.
- 2.2 In September 2018, Council endorsed the Move, Connect, Live Integrated Transport Strategy 2018-2028 (the Strategy), which includes a 10-year program of actions for Council, its external partners, and the community to work together to create a well-connected City for the future to make it easy for people to move around and get to places in a way that suits them as the City grows.
- 2.3 Our resident population (110,397 ABS 2017) is projected to grow by 23% by 2027 (Move, Connect, Live). Our road network is finite and we have limited ability to increase capacity for on-street car parking and vehicle movement.
- 2.4 One of the core outcomes of the Strategy, Outcome 4, is that "Our community understands that parking is a limited and shared resource, and works with Council to ensure fairest access".
- 2.5 To support this outcome, two priority actions are identified in the Strategy:
 - Action 30 Develop and implement a new Parking Permit Policy
 - Action 31 Develop and implement a new Parking Controls Policy (Paid and time controlled parking)
- 2.6 The two parking policies (permits and controls) will be presented and considered together under the topic "parking policy" throughout the communications and engagement process, for ease of interpretation and clarity for community members. In this report, the two parking policy areas are referred to collectively as the Policy.
- 2.7 Community engagement will be conducted to help us to:
 - 2.7.1 build on the policy settings of the Strategy,
 - 2.7.2 confirm and build on what we already know about community expectations and needs around parking, and



2.7.3 ensure engagement outcomes inform policy development.

3. RECOMMENDATION

That Council:

3.1 Endorses the community and stakeholder engagement approach for Move, Connect, Live – Parking Policy.

4. KEY POINTS/ISSUES

Background

- 4.1 Strategic Direction 2 of the Council Plan 2017-27 identified developing new policies for paid parking and on-street permits as a priority.
- 4.2 Council's Move, Connect, Live Integrated Transport Strategy 2018-2028 (the Strategy) expresses its commitment to make it easy for people to move around and connect with places in a way that suits them as our city grows.
- 4.3 Outcome 4 in the Strategy "Our community understands that parking is a limited and shared resource, and works with Council to ensure fairest access" is about improving parking management to improve equity in car parking while also supporting the economic vitality of the City.
- 4.4 Critical to achieving improved parking management is the development of new parking policy for parking permits and parking controls (paid and time-controlled parking).
- 4.5 The Strategy includes the following scope for the Policy relating to parking permits:
 - 4.5.1 Introduction of fixed parking precincts for individual permits, changed from street location based
 - 4.5.2 Consolidation and simplification of the existing number of permit types, including the introduction of single-use visitor parking permits
 - 4.5.3 Review of the maximum number of permits allowed per household, taking offstreet parking into account
 - 4.5.4 Introduction of tiered pricing structure for permits
 - 4.5.5 Investigation into a transition from paper to electronic permits for some uses to enable a better customer experience.
- 4.6 The Strategy includes the following scope for the Policy relating to parking controls (paid and time-controlled parking):
 - 4.6.1 Covers paid parking, time-controlled parking, permit parking locations, uncontrolled parking (on-street and council owned off-street car parking)



- 4.6.2 Developing criteria for municipality-wide pricing models, seasonal responsiveness, best-practice demand-management, and integration with land uses
- 4.6.3 Considers areas of highest population, congestion and growth (South Melbourne, St Kilda Road North, Port Melbourne, Balaclava and St Kilda) and address concerns of both existing and new residents.
- 4.7 The following are not within the scope of Policy development:
 - 4.7.1 changes to specific on-street parking controls
 - 4.7.2 addressing individual parking issues.
 - 4.7.3 developing additional Council-owned off-street parking areas
 - 4.7.4 increasing the total number on-street parking spaces
 - 4.7.5 reducing the total amount of controlled parking.

Policy scope and development

- 4.8 Policy development and refinement will be undertaken in two distinct stages:
 - 4.8.1 Stage 1 Policy Development will involve data collection and analysis, benchmarking against other councils, development and assessment of options, and preparation of the draft Policy. Stage 1 is programmed to be complete, including Council endorsement to release draft parking policy for consultation, in September 2019.
 - 4.8.2 Stage 2 Testing and Refinement will involve testing of the Policy with community and key stakeholders. Stage 2 is programmed to be complete, including Council adoption of final parking policy, in February 2020.
- 4.9 Both stages will involve community and stakeholder engagement. The proposed engagement approach is outlined in more detail within section four of this report.
- 4.10 The Policy will include an implementation plan and an evaluation plan which will commence following endorsement of the Policy:
 - 4.10.1 The implementation plan will include staged introduction for different parts of the Policy, to manage impacts on the community and Council resources.
 - 4.10.2 The evaluation plan will include monitoring to determine effectiveness of the Policy as it is introduced, as well as review points to enable adjustment as needed.

Policy objectives

4.11 In line with the Strategy, and findings from previous work, the overarching objectives for Council's parking policy are:



- 4.11.1 address the City's growth and transport challenges and achieve the outcomes identified in the Move, Connect, Live Integrated Transport Strategy
- 4.11.2 be clear and easy for community and Council officers to interpret and apply
- 4.11.3 be fair and equitable in both the outcomes it achieves and how it is implemented
- 4.11.4 be adaptable and flexible to suit different circumstances across Port Phillip, and to meet changing needs as the City grows
- 4.11.5 be consistent with surrounding and other similar municipalities as far as practicable, while pursuing best practice
- 4.11.6 be realistic and practical to implement, including consideration of Council resources.

Engagement objectives

- 4.12 Recognising the endorsed outcomes and scope of the Policy included within the Strategy, the overarching objectives of community and stakeholder engagement are to:
 - 4.12.1 establish ongoing dialogue with our community and Councillors to ensure they are aware, informed and engaged at key points of the policy development process
 - 4.12.2 educate the community on the challenges facing the City regarding parking and the choices that need to be made now to ensure a sustainable approach to managing parking for the future
 - 4.12.3 develop an understanding of the different needs and sentiment toward parking in each of our neighbourhoods and for different users
 - 4.12.4 engage with a statistically relevant and representative sample of our City's population
 - 4.12.5 engage more deeply with our community on aspects of the policy that are more complex and not easily resolved

Communications and Engagement Framework

- 4.13 Underpinning this engagement approach is a new organisational Communications and Engagement Framework (the Framework).
- 4.14 The Framework will transform our communication and engagement approach to inspire the community about the future, bring them on the journey through times of change, and ensure they understand the challenges that arise during periods of transformation and what they can do to contribute to, and play their part in, designing solutions for the future.
- 4.15 The Framework will:



- 4.15.1 provide an organisation-wide approach to developing communication and engagement strategies
- 4.15.2 define our brand
- 4.15.3 prioritise when and how we engage and communicate
- 4.15.4 establish a foundation for evaluating and innovating engagement delivery
- 4.15.5 guide the governance required to deliver against the Framework.

5. CONSULTATION AND STAKEHOLDERS

- 5.1 Through development of the Strategy, our community expressed strong interest in being involved in parking policy development, as parking impacts many of them daily.
- 5.2 Councillors have also expressed strong interest in being involved throughout the policy development process.
- 5.3 The engagement approach proposes meaningful and where relevant, targeted engagement with community and stakeholders on aspects of the policy that are negotiable and relevant.
- 5.4 In developing the engagement approach, the following were taken into consideration:
 - 5.4.1 findings from extensive community engagement undertaken in the development of the Strategy
 - 5.4.2 implementation of a new organisational communications and engagement framework
 - 5.4.3 community understanding of parking as a general topic versus specifically parking permits and parking controls
 - 5.4.4 other engagement programs that will be delivered during the engagement period.
- 5.5 Communication to the community and stakeholders will support the overarching narrative for the Move, Connect, Live communications campaign.

Tiers of engagement

- 5.6 There are three tiers to the proposed engagement approach:
 - Neighbourhood
 - Ward
 - Deep dive



5.7 The following provides an overview of the proposed engagement approach, supported by a communication strategy that supports the overarching Move, Connect, Live communications campaign.

5.7.1 Communications campaign

- The communications campaign will build the community's awareness and understanding about the need for parking policy, the challenges of parking policy and the opportunities to be involved in exploring solutions.
- A narrative for parking policy will be developed as part of a broader story of Council Plan Strategic Direction 2: we are connected and it's easy to move around.
- Key messages include:
 - Council's Move Connect Live: Integrated Transport Strategy 2018-28
 expresses its commitment to make it easy for people to move around and
 connect with places in a way that suits them as our city grows.
 - Port Phillip is well connected and accessible. However, as our population grows, we face key challenges of increased traffic congestion, competition for available parking spaces and a road network at capacity.
 - Our community and Council understand that parking is a limited and shared resource. As more people move to and through our City, the number of parking spaces per head of population is decreasing, and we need to work together to ensure fairest access.
 - Managing the demand for parking will preserve Port Phillip's lifestyles, beauty and places, whilst improving travel choices, prioritising effective and fairer access to transport options and ensuring the liveability and safety of our streets.
 - We are aiming to consolidate and simplify our parking policies and we need your help in understanding what is important now and in the future.
 - The decisions we make now on parking must respond to the challenge of growth as these have implications for the future.
- The communications campaign will commence in March and continue throughout the life of the policy development.
- Communications will be delivered in clear, easy to understand language, through various communication channels and formats, including visual formats.
- Engagement activities will also be promoted through the communications strategy.

5.7.2 Broad engagement (neighbourhoods)

• We will engage with our community on parking and elements of parking policy in their neighbourhoods (nine in total), where they live, work and play.



- We will have the opportunity to understand community sentiment at a broad level, but also to identify shifts in sentiment at a neighbourhood level.
- This proactive approach to engaging with our community in all nine neighbourhoods will increase participation rates. It will also allow us to gather statistically relevant data to support drafting of parking policy by gaining insight into the community's understanding, wants and needs for parking and elements of parking policy.
- Additionally, it provides opportunities to understand sentiment and gather data on other key actions in the Strategy.
- A target sample size for this engagement is 1.5 per cent of our population, which equates to approximately 1,630 people. This sample size has been determined to provide a 95% confidence rate, with a confidence interval of 4, to ensure that the data and insights drawn from the engagement are representative of the residential population.

5.7.3 Test and trial (wards)

- We will have deeper conversations with multiple stakeholders to clarify and validate what we heard through neighbourhood engagement.
- This provides opportunity to test trends in sentiment, better understand the scale of any emerging issues, test community response to the draft policy and deliver innovative activities that allow our community to trial policy in action.
- There is also opportunity to test ideas and directions with the community, and start a conversation about possible solutions.
- A proposed minimum sample size for this engagement is 300 participants, based on 100 participants per ward, and will include representation from:
 - residents with / without permits
 - resident with / without cars
 - residents living in controlled / uncontrolled parking areas
 - residents who are / are not eligible for parking permits
 - residents who are owner-occupiers / renters
 - traders and workers, including those in activity centre interface areas
 - visitors.

5.7.4 Direct and deep

- Topics requiring deeper deliberations with key community stakeholders will be identified through data from previous from neighbourhood or ward engagements.
- A deliberative engagement approach to complex issues allows the community and Council to work through these issues, possible trade-offs and co-design proposed solutions together.



 Where appropriate, Officers will design a tailored collaborative engagement approach to resolve issues that emerge through neighbourhood and ward engagements.

5.7.5 Review and reporting

- Metrics and additional key performance indicators will be applied to the communication strategy and each tier of engagement.
- Each tier of engagement will be further assessed to understand opportunities for learning and improvement in design and approach.
- Councillors will be provided regular updates on the outcomes of each stage of the communication and engagement approach.

6. LEGAL AND RISK IMPLICATIONS

- 6.1 Parking is a complex and contentious policy area and the policy outcomes that result from these engagement activities are unlikely to be popular with everybody. Some individuals and community sectors might continue to voice and pursue their dissatisfaction.
- 6.2 Additionally, community members are likely to have high expectations of the depth of engagement and their level of control over policy outcomes, based on previous conversations and input. Community members might be dissatisfied with the scope and extent of engagement proposed.
- 6.3 These risks will be managed through consistent and clear communication about the opportunity and extent of engagement to influence policy development, and what is in / out of scope, through our communications campaign.

7. FINANCIAL IMPACT

7.1 Costs associated with parking policy development, including communications and engagement activities, are included in Council budgets for FY2018/19 and FY2019/20. Budgets for community engagement for parking policy are \$100,000 in FY2018/19 and \$50,000 in FY2019/20.

8. ENVIRONMENTAL IMPACT

8.1 Community and stakeholder engagement will not have a significant environmental impact.

9. COMMUNITY IMPACT

- 9.1 Community members, including residents, business owners and operators, and visitors will be able to provide input into various elements of policy development, and participate in broad and targeted consultation activities.
- 9.2 Some of the proposed policy changes are expected to impact on parts of the community. Clear communications about what the policy will deliver, and a robust and





- meaningful engagement program that considers the views of all members of our community will promote a greater understanding and acceptance of outcomes.
- 9.3 The community and stakeholder engagement approach will provide a strong foundation for developing parking policy that ensures fairest access to a limited and shared resource.

10. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 10.1 Strategic Direction 2 of the Council Plan 2017-27 We are connected and it's easy to move around, identified developing new policies for paid parking and on-street permits as a priority.
- 10.2 The project relates to Council's Transport and Parking transformation detailed in Council's Move, Connect, Live - Integrated Transport Strategy 2018-2028 which expresses its commitment to make it easy for people to move around and connect with places in a way that suits them as our city grows.
- 10.3 Outcome 4 in the Strategy "Our community understands that parking is a limited and shared resource, and works with Council to ensure fairest access" is about improving parking management to improve equity in car parking while also supporting the economic vitality of the City.
- 10.4 The development of new policies for parking permits and parking controls are key actions in the Strategy.

11. IMPLEMENTATION STRATEGY

11.1 TIMELINE

- 11.1.1 The community and stakeholder engagement approach for Move, Connect, Live Parking Policy will commence implementationtion in March 2019, subject to Council endorsement.
- 11.1.2 Stage 1 engagement will align with Stage 1 of the parking policy development program. This is programmed to be complete (including Council endorsement to release draft parking policy for consultation) in September 2019. Engagement activities for this stage will be conducted predominantly March to June 2019.
- 11.1.3 Stage 2 engagement will align with Stage 2 of the parking policy development program. This is programmed to be complete (including Council adoption of final parking policy) in February 2020. Engagement activities for this stage will be conducted predominantly September to November 2019.

11.2 COMMUNICATION

11.2.1 Engagement activities for the development of parking policy will be communicated through the Move, Connect, Live Communications Campaign.



12. OFFICER DIRECT OR INDIRECT INTEREST

12.1 No officers involved in the preparation of this report have any direct or indirect interest in the matter.

TRIM FILE NO: 30/10/64

ATTACHMENTS NII





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Nil

12. PLANNING

Nil

13. ARTS, CULTURE & ECONOMIC DEVELOPMENT

Nil

4. ORGANISATIONAL PERFORMANCE

14.1	in closed meetings of Council	
14.2	Review of Council's Strategic Memberships	59





14.1 LIFTING OF THE CONFIDENTIALITY STATUS OF

INFORMATION CONSIDERED BY COUNCIL IN CLOSED

MEETINGS OF COUNCIL

EXECUTIVE MEMBER: KYLIE BENNETTS, DIRECTOR, OFFICE OF THE CEO PREPARED BY: MURRAY CHICK, COORDINATOR GOVERNANCE

1. PURPOSE

1.1 For Council to consider passing a resolution to lift the confidentiality and make public certain confidential information in relation to decisions made by Council during parts of meetings that were closed to members of the public due to confidentiality reasons under the Local Government Act 1989 (the Act).

2. EXECUTIVE SUMMARY

- 2.1 This report is the second of, as a minimum, twice yearly reports that Council will receive, to enable Council to consider whether certain information currently designated confidential can now be made not confidential pursuant to section 77 (2) of the Local Government Act 1989 and consequently be made public and placed on Council's website.
- 2.2 This report covers decisions made at Council and Planning Committee meetings during the period from 1 July 2018 to 28 February 2019. The report also covers a further review of confidential resolutions carried previously by Council during the period from the commencement of this Council until 30 June 2018 (the releasing of these confidential resolutions was previously considered by Council at its 18 July 2018 Council meeting).

3. RECOMMENDATION

That Council:

3.1 Resolves that the confidential information, as contained in Attachment 1, be deemed to be not confidential pursuant to section 77 (2) of the Local Government Act 1989 and that this information be publicly released on Council's website.

4. KEY POINTS/ISSUES

- 4.1 The Act, allows in specific circumstances for Council and its Planning Committee, by resolution, to close a meeting to members of the public so that it can consider and determine matters designated as confidential.
- 4.2 As part of the recent Governance Review a process has been developed to enable Council to consider whether confidential information can now be made public.



- 4.3 The process involves Governance developing and maintaining a list of all confidential information that was considered by this Council and its Planning Committee at meetings that were closed to members of the public. This confidential information is then examined by officers and the relevant Executive Leadership Team member with a view to determining which information currently designated as confidential can now be recommended to Council to be made public either in full or in part.
- 4.4 For the period 1 July 2018 to 28 February 2019, 17 confidential resolutions have been carried in total, 14 at Council meetings and three at Planning Committee meetings.
- 4.5 Of these 17 confidential resolutions, five Council meeting confidential resolutions have now been released to the public in accordance with the resolutions adopted by Council. These resolutions made public relate to the awarding of the contract for the Customer Experience Program Delivery Partner; the appointment of an external member to the Audit and Risk Committee; the appointment to the Community Grants Reference Committee and the awarding of Contract 2175 for the Provision of maintenance of parking meters and associated services.
- 4.6 In addition, and in accordance with the resolutions adopted by Council, six confidential attachments have also been made public. Four of these confidential attachments relate to the Community Grants Program 2018/19 recommendations for funding and one confidential attachment relates to the Cultural Development Fund 2018/19 Round 2 recommendations and the other relates to Key Arts Organisations funding recommendations.
- 4.7 Of the remaining 12 confidential resolutions for the period 1 July 2018 to 28 February 2019 three relate to Planning matters. Two Planning Committee resolutions relate to matters which were subject to compulsory conferences conducted under the Victorian Civil and Administration Tribunal (VCAT) Act 1998. The VCAT Act prohibits the public release of any information that was subject to a VCAT compulsory conference. The VCAT Act states that this information must remain private and this has been confirmed by legal advice.
- 4.8 However, legal advice states that Council can release publicly any VCAT Orders made which contain the Order itself, reasons for the decision, what the planning permit allows and a copy of any planning permit conditions. The release of these two Orders informs the community as to the result of the planning permit application whilst still ensuring Council is not breaching any of its legal obligations. The two orders made by VCAT have now been made public.
- 4.9 The other Planning Committee confidential resolution related to a VCAT hearing in relation to 253-273 Normanby Road South Melbourne where release of this information would have prejudiced Council's position prior to a VCAT hearing. As the VCAT hearing has now been completed and a determination has been made it is now appropriate for Council to make public the Council resolution, report and three attachments. In addition, a copy of the VCAT Order has been placed on Council's website.



- 4.10 Of the remaining nine confidential Council reports / resolutions, these have been reviewed by officers and Executive Management and it is recommended that eight of these resolutions cannot be made public at this stage as they are live issues where Council is still in negotiation with other parties, or they contain commercially sensitive information and / or disclosure will prejudice the Council and other parties.
- 4.11 The remaining report is in relation to the 20 February 2019 confidential report on Marlborough Street Affordable Housing Social Housing Growth Fund. Given that the timing for applications for funding closed on 27 February 2019 officers recommend that the Council resolution can be released in full and the Council report be released in part with relevant redactions to protect commercially sensitive information.
- 4.12 In addition, as part of the review it was identified that two confidential attachments relating to Integrated Water Management Forums –attachment 1 Final Draft Strategic Direction Statement Dandenong IWM Forum and Attachment 2 Final Draft Strategic Direction Statement Yarra IWM Forum can now be released as they have been publicly released by the Minister.
- 4.13 It is anticipated that over the next six-month period when Council receives a further report on the lifting of confidentiality that some items currently confidential will be recommended to be made public as they will no longer be in live negotiation and disclosure would not prejudice Council or other parties.
- 4.14 Attachment 2 summarises in table format the number of confidential resolutions made by Council during its term against the total number of resolutions carried. It also contains the number of resolutions where Council has lifted confidentiality either by way of this regular review process and / or through separate resolutions carried throughout Council's term. This table shows how Council's current practice has significantly reduced Council's percentage of confidential resolutions compared to public resolutions. Out of a total of 665 resolutions carried in Council's term, if the recommendation in this report is adopted, Council will have 36 resolutions that, at this stage, are still required to remain confidential.

5. CONSULTATION AND STAKEHOLDERS

5.1 This list of all confidential items compiled by Governance was analysed by management to determine legally what confidential information could now be recommended to Council to be made not confidential pursuant to section 77 (2) of the Act.

6. LEGAL AND RISK IMPLICATIONS

- 6.1 Section 89(1) of the Act states that any meeting of a Council or a Special Committee (e.g. Planning Committee) must be open to members of the public unless section 89(2) applies.
- 6.2 Section 89(2) of the Act allows Council and Special Committee meetings to resolve that the meeting be closed to members of the public if the meeting is discussing any of the following:

Personnel matters:





The personal hardship of any resident or ratepayer;

Industrial matters;

Contractual matters:

Proposed developments;

Legal advice;

Matters affecting the security of Council property;

Any other matter which the Council or the Special Committee considers would prejudice the Council or any person;

A resolution to close the meeting to members of the public.

6.3 The VCAT Act 1998 prohibits the public release of any information that was subject to a VCAT compulsory conference. The VCAT Act states that this information must remain private and this has been confirmed by legal advice.

7. FINANCIAL IMPACT

7.1 This report has no financial impacts on Council.

8. ENVIRONMENTAL IMPACT

8.1 This report has no environmental impacts on Council.

9. COMMUNITY IMPACT

9.1 The intent of this report is to, where Council is legally able, make public as many of Council and Planning Committee decisions that were made in closed meetings of Council and or the committee

10. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

10.1 The public transparency of decisions made by Council is a key ingredient in achieving a financially sustainable, high performing, well governed organisation that puts the community first.

11. IMPLEMENTATION STRATEGY

11.1 TIMELINE

11.1.1 Upon Council resolving that certain information is now not confidential Council's website will be updated accordingly.

11.2 COMMUNICATION

11.2.1 Where Council has determined that certain confidential information is now no longer confidential, this information will be made available to the public on Council's website under Council's 'Meetings and Agendas' pages at the relevant meeting that the matter was discussed. Text will placed on the





website stating that the resolution, report or attachment has now been made public

12. OFFICER DIRECT OR INDIRECT INTEREST

12.1 No officers involved in the preparation of this report have any direct or indirect interest in the matter.

TRIM FILE NO: 16/01/834

ATTACHMENTS

1. Proposed schedule of confidential information to be made

public

2. Table of confidential resolutions compared to public resolutions

COUNCIL / PLANNING COMMITTEE MEETINGS SCHEDULE OF CONFIDENTIAL INFORMATION TO BE MADE NOT CONFIDENTIAL

Planning Committee meeting date	Topic	Reason for confidentiality	Documents to be made public
24/10/18	253-273 Normanby Road South Melbourne	A matter which the Planning Committee considered would prejudice the Council	Release Council resolution, report and attachments 1, 2 and 3 in full.
Council meeting date	Topic	Reason for confidentiality	Documents to be made public
1/8/18	Integrated Water Management Forums – attachment 1 - Final Draft Strategic Direction Statement Dandenong IWM Forum and Attachment 2 - Final Draft Strategic Direction Statement Yarra IWM Forum	A matter which the Council considered would prejudice the Council or any person	Release attachments 1 and 2 in full.
20/2/19	46-58 Marlborough Street Balaclava – Affordable Housing – Social Housing Growth Fund	Contractual matters, legal advice and proposed development	Release Council resolution in full, and report in part with commercially sensitive information redacted.

TABLE SHOWING IMPACT OF LIFTING OF CONFIDENTIALITY FOR CURRENT COUNCIL TERM

Number of confidential	Total number of Council /	%
Council / Planning Committee	_	
resolutions	resolutions carried	
56	665	8.42%

Number of confidential Council / Planning Committee resolutions after confidentiality has been lifted	Total number of Council / Planning Committee resolutions carried	%
36	665	5.41%



REVIEW OF COUNCIL'S STRATEGIC MEMBERSHIPS

EXECUTIVE MEMBER: PREPARED BY:

KYLIE BENNETTS, DIRECTOR, OFFICE OF THE CEO BRIAN TEE, SENIOR STRATEGIC RELATIONS ADVISOR CAMERON BROWN, STRATEGIC PARTNERSHIPS ADVISOR

1. PURPOSE

1.1 To consider whether Council should retain its membership of Council's 19 strategic memberships.

2. EXECUTIVE SUMMARY

- 2.1 Council is a member of 19 organisations (strategic memberships) that provide knowledge sharing, advocacy, policy development, policy implementation and other support. Strategic memberships can contribute to the delivery of Council priorities in the Council Plan and core strategies, including: <u>Move, Connect, Live, Act and Adapt, Art and Soul</u> and <u>Don't Waste It</u>
- 2.2 Strategic memberships can be highly resource intensive.
- 2.3 Council officers have reviewed each strategic membership to understand:
 - 2.3.1 the alignment of each membership with Council priorities
 - 2.3.2 the level of Council engagement / resources required to maintain each membership, and
 - 2.3.3 where more than one organisation deals with a Council priority, which organisation(s) is best placed to deal with the issue.
- 2.4 Attachment 1 is an overview of each strategic membership. It contains information publicly available on the organisation's webpage, annual reports etc and the findings of Council officers.
- 2.5 Council will continue to undertake an annual review of strategic memberships to ensure there is sufficient rigour and oversight around the benefit each strategic membership provides to Council and the resources allocated to them.



3. RECOMMENDATION RECOMMENDATION PART A

That Council resolves:

- 3.1 to maintain its membership of:
 - Association of Bayside Municipalities
 - Cooperative Research Centre for Water Sensitive Cities
 - Green Building Council of Australia
 - International Council for Local Environmental Initiatives Partnership Program
 - Local Government Professionals
 - Mainstreets Australia
 - Metro Transport Forum
- 3.2 not to renew its membership of:
 - Committee for Economic Development of Australia
 - Economic Development Australia
 - International Association for Public Participation
 - Place Leaders Asia Pacific
 - Resilient Melbourne
 - Victoria Chamber of Commerce & Industry
 - 3.3 to maintain its membership of the Municipal Association of Victoria (MAV), but does not renew its subscription to the MAV Technology Group.

RECOMMENDATION PART B1

3.4 to **maintain** its Committee for Melbourne membership.

RECOMMENDATION PART B2

3.4 to maintain its Committee for Melbourne membership, but **change membership category** from a Foundation Member (\$13,000 + GST) to a Corporate Member (\$6,500 + GST).

RECOMMENDATION PART B3

3.4 to **not to renew** its Committee for Melbourne membership.

RECOMMENDATION PART C1

3.5 to **maintain** its Inner South Metropolitan Mayors Forum membership, providing an opportunity to test recent changes to the governance arrangements to see if they deliver greater alignment of projects with Council priorities and reduce the current resource commitment from Council (financial and staff time).

RECOMMENDATION PART C2

3.5 to **not renew** its Inner South Metropolitan Mayors Forum membership.

RECOMMENDATION PART D1



3.6 to **maintain** its Inner Melbourne Action Plan membership, subject to seeking improved governance arrangements, greater alignment of projects with Council priorities and a reduced resource commitment from Council (financial and staff time).

RECOMMENDATION PART D2

3.6 to **not renew** its Inner Melbourne Action Plan membership.

RECOMMENDATION PART E1

3.7 to **maintain** its South East Councils Climate Change Alliance (SECCA) membership.

RECOMMENDATION PART E2

3.7 to **defer** its decision on its South East Councils Climate Change Alliance (SECCA) membership and request officers investigate alternative strategic membership organisations, which support Council's position on climate change and contribute to Council's climate change priorities.

RECOMMENDATION PART E3

3.7 to **not renew** its South East Councils Climate Change Alliance (SECCA) membership.

RECOMMENDATION PART F1

3.8 to **maintain** its Victorian Local Government Association membership.

RECOMMENDATION PART F2

3.8 to **not renew** its Victorian Local Government Association membership.

4. KEY POINTS/ISSUES

- 4.1 Council priorities are identified in the Council Plan and core strategies, including: <u>Move, Connect, Live, Act and Adapt, Art and Soul</u> and <u>Don't Waste It</u>. They create an ambitious agenda for the next 10 years, delivery of which requires that Council maximises organisational efficiency and focus.
- 4.2 The Council Plan includes working with inner Melbourne councils and other partners to deliver Council priorities, for example:
 - collaborating on regional sport and recreational planning and delivery;
 - partnering to provide a consistent wayfinding strategy for pedestrians and public transport users;
 - working with inner Melbourne councils on an innovative waste management strategy for the inner region.
- 4.3 Council is a member of 19 organisations (strategic memberships) that provide knowledge sharing, advocacy, policy development, policy implementation and other support. Strategic Memberships allow Council to leverage pool resources to deliver shared priorities.



- 4.4 Strategic Memberships can be highly resource intensive and have agendas of varying relevance to the delivery of Council priorities. The total cost of strategic membership fees is over \$300,000 per annum. This does not include Councillor and officer time and additional financial contributions for specific projects.
- 4.5 Council has reviewed its strategic memberships to memberships to understand:
 - 4.5.1 the alignment of each membership with Council priorities including those in the Council Plan and core strategies. Does each membership assist in the delivery of Council priorities?
 - 4.5.2 the level of Council engagement / resources (both financial and staff time) required to maintain each membership, and
 - 4.5.3 where more than one organisation deals with a Council priority, which organisation(s) is best placed to deal with the issue. This considers recent State Government initiatives to establish consultative mechanisms like the Inner Metropolitan Partnerships.
- 4.6 The Inner South Metropolitan Mayors Forum (ISSMF) is an example of the level of council resourcing that can be required. Every month the CEO attends an ISMMF meeting, with every second month being the Mayors forum. When preparation, travel time and attendance are considered, ISMMF meetings can require between half-day to a day of the attendee's time. In addition, several officers across Council are involved in working groups, which require preparing briefings, reviewing and delivering policy documents and attending meetings. Recognising that this level of resourcing is an issue, the ISMMF is considering a scaled down work schedule and quarterly meetings.
- 4.7 Considering Council has limited resources to deliver its priorities, the review focused on identifying (among the 19 Strategic Memberships) which memberships deliver outcomes that support Council's priorities (in an efficient manner).
- 4.8 Council will continue to undertake an annual review of strategic memberships to ensure there is sufficient rigour and oversight around the benefit each strategic membership provides to Council and the resources allocated to them.

5. CONSULTATION AND STAKEHOLDERS

- 5.1 As part of the review, around 30 officers were consulted.
- 5.2 The 19 strategic membership organisations were advised of the report prior to the Council meeting and were advised of their ability to attend the Council meeting and ask questions.

6. LEGAL AND RISK IMPLICATIONS

6.1 Council officers will provide the notice required to each Strategic Member where a decision is made to not continue a membership.



- 6.2 Council will continue with all existing memberships until current memberships expire.
- 6.3 Any decision made by Council will come into effect when membership fees are due at which time, in line with the Council decision, the membership fee will not be paid.

7. FINANCIAL IMPACT

- 7.1 See Attachment 1 for the estimated annual cost of each Strategic Membership.
- 7.2 Not renewing a memberships / subscriptions will result in a financial saving.
- 7.3 Further savings are also expected in terms Council and officer time.

8. ENVIRONMENTAL IMPACT

8.1 Several of the organisations maintain an environmental focus and purse actions that support the environment. Should Council decide not to renew one of these organisations, officers will seek alternative means to progress any environmental priorities set out in the Council Plan and Core Strategies, which are being progressed with the support of a strategic membership. See Attachment 1.

9. COMMUNITY IMPACT

9.1 Attachment 1 identifies for each organisation any community impact.

10. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

10.1 See Attachment 1, officer comments under each Strategic Membership.

11. IMPLEMENTATION STRATEGY

- 11.1 TIMELINE
 - 11.1.1 See Attachment 1, for upcoming renewal dates for each Strategic Membership.

11.2 COMMUNICATION

11.3 Where appropriate, the CEO will notify the strategic membership organisations of the outcome of the Council meeting.

12. OFFICER DIRECT OR INDIRECT INTEREST

12.1 No officers involved in the preparation of this report have any direct or indirect interest in the matter.

TRIM FILE NO: 16/01/900

ATTACHMENTS 1. Council's Strategic Memberships





CoPP Officer Review of Strategic Memberships



Contents

Association of Bayside Municipalities	2
Committee for Economic Development of Australia	3
Committee for Melbourne	4
Cooperative Research Centre for Water Sensitive Cities	5
Economic Development Australia	6
Green Building Council of Australia	7
Inner South Metropolitan Mayors Forum	8
Inner Melbourne Action Plan (IMAP)	10
International Association for Public Participation	12
International Council for Local Environmental Initiatives Partnership Program	13
Local Government Professional (LG Pro)	14
Mainstreets Australia	15
Metro Transport Forum	16
Municipal Association of Victoria (MAV)	17
Place Leaders Asia Pacific	19
Resilient Melbourne	20
South East Councils Climate Change Alliance	21
Victoria Chamber of Commerce & Industry	23
Victorian Local Government Association	24



Attachment 1: Council Report 6 March 2019

CoPP Officer Review of Strategic Memberships



Association of Bayside Municipalities

Brief Description: Advocates and undertakes joint projects to benefit Port Phillip Bay.

Annual fee: \$11,000 Next Payment date: 19 July 2019

Background / Purpose: Founded in 1974, the Association of Bayside Municipalities (ABM) is an association of the 10 councils that have frontage to, and are affected by the tidal influences of, Port Phillip Bay.

The ABM is recognised by the Municipal Association of Victoria (MAV) as the key representative of local government in relation to the sustainable management and health of Port Phillip Bay.

The ABM provides a forum for:

- information exchange, innovation and best practice in coastal management
- · advocacy representing the collective views of member councils
- networking and collaboration between member councils, other Bay stakeholders and coastal organisations
- · leadership in coastal planning and practice, and
- integrated, whole-of-bay outcomes for Port Phillip Bay.

Officer comments: As an advocacy body, ABM is well-respected and works closely with State Government. During negotiations for the Port of Melbourne Lease, the ABM successfully advocated for ongoing monitoring of Bay health, cessation of additional major dredging of shipping channels or widening / deepening of the Bay entrance, and the establishment of a \$10 million fund for the Bay.

The ABM are currently developing The Coastal Planning Guide, a practical guide on land use planning for coastal hazards and adaptation. The Guide could be a valuable tool, it will identify for each council area planning scheme and related land use planning responses to help manage the risk from sea level rise, tides, storm surges and coastal processes. This will contribute to Council's Act and Adapt action 27 – '...develop an implementation and strategy action plan to help protect the City of Port Phillip against sea level rise and inundation'. DELWP provided a funding grant to assist with this work. Cancelling the membership may remove CoPP from the Guide.

Council is a part of other associations / groups that (as part of a broader spectrum of work) advocate and undertake joint projects to benefit Port Phillip Bay.

Recommendation: That Council resolves to maintain its membership.



Attachment 1: Council Report 6 March 2019

CoPP Officer Review of Strategic Memberships



Committee for Economic Development of Australia

Brief Description: National organisation that provides leadership and policy advice on economic and social issues.

Annual fee: \$2,000 Next Payment date: 1 July 2019

Background / Purpose: CEDA is an independent, not-for-profit membership organisation, which "identifies policy issues that matter for Australia's future and pursue solutions that deliver better economic, social and environmental outcomes for Australia".

CEDA's membership includes over 780 Australian businesses, community organisations, government departments, councils and academic institutions. CEDA membership benefits:

- participate in thought leadership: engage and shape policy discussion on the critical issues facing Australia.
- engage with colleagues, clients and stakeholders: gain access to discounted rates at CEDA public and member only events.
- · peer-to-peer networking: invitations to CEDA's Trustee only boardroom briefings.
- position organisation: profile and align your organisation with CEDA events relevant to your business and expertise.

Officer comments: Around 3-5 CEDA research papers are released every year. Some are relevant to Council, for example a review of housing and inequality in Australia. However, the research papers aren't widely utilised by officers.

Networking opportunities provided through events can be valuable. In 2018 the Port Phillip Mayor was part of a panel discussion at a CEDA event regarding Melbourne's future. CEDA event speakers often include Government cabinet members, such as Treasurer or Minister for Planning, attract senior level government bureaucrats and advisors, and private sector representatives.

Overall there is limited contribution to delivery of Council priorities. Councillors and officers can continue to receive research papers and pay non-member price (\$310) to attend events. (note: member price of \$195, does not justify the membership cost as not enough officers attended events in 2018).

Recommendation: That Council resolves to not renew its membership (and engages on a "non-member"/user pays basis as required).



Attachment 1: Council Report 6 March 2019

CoPP Officer Review of Strategic Memberships



Committee for Melbourne

Brief Description: An independent broad-based member organisation which advocates and undertakes activities to support Melbourne's economy and development.

Annual fee: \$14,300 Next Payment date: June 2019

Background / Purpose: Committee for Melbourne (CfM) "is an apolitical, not-for-profit, member-based organisation that brings together over 140 organisations from Greater Melbourne's business, academic and community sectors who have a passion for shaping Melbourne as a leading global city in the world's fastest-growing region, the Asia-Pacific."

CfM focuses on four key areas:

- Future economy: A productive city, with globally competitive, innovative industries, harnessing the full potential of a quality workforce and entrepreneurs.
- Urban optimisation: A great place to live, with the right blend of housing, well-connected to
 jobs and essential services. Sufficient public open spaces and visual appeal.
- Infrastructure: A city with world-class infrastructure that supports our productivity, enhances our liveability and supports innovation.
- Liveability: A world-leading liveable city with exceptional healthcare and education services, strong sport, recreation, arts and cultural sectors with access and opportunity for all residents

Officer comments: CfM focuses on providing benefits to the broader community, for example, CfM was a major advocate for funding the Airport Link and free tram zone in the CBD. Currently CfM has several taskforces and multiple policy focuses, ranging from providing faster internet speeds to supporting the development of affordable housing.

In late 2018, Cr Voss was appointed Chair of CfM's Metropolitan Collaboration Taskforce and, in August 2018, participated in a panel discussion on integrated transport. This contributed to closer collaboration between CoPP and Transport for Victoria on projects.

Officers are of the view that, on balance, there is limited contribution to the delivery of Council priorities.

CoPP is a Foundation Member (top tier - \$13,000 plus GST) with City of Melbourne. The other councils, City of Greater Dandenong and Hume City Council, are Corporate Members (tier 2 - \$6,500 plus GST).

Recommendation: That Council resolves:

- A. to maintain its Committee for Melbourne membership, or
- B. to maintain its Committee for Melbourne membership, but change membership category from a Foundation Member (\$13,000 + GST) to a Corporate Member (\$6,500 + GST), or
- C. to not to renew its Committee for Melbourne membership.

4 | Page





CoPP Officer Review of Strategic Memberships



Cooperative Research Centre for Water Sensitive Cities

Brief Description: Australian research centre for the transition to water sensitive cities.

Annual fee: \$10,000 Next Payment date: June 2019

Background / Purpose: Established in July 2012, the Cooperative Research Centre for Water Sensitive Cities (CRCWSC) undertakes research and develops tools and processes to 'transition to a water sensitive city'.

Officer comments: The City of Port Phillip is a founding partner of the CRCWSC and is party to a nine-year agreement ending 30 June 2021. The CRCWSC and CoPP have collaborated strongly on key projects including:

- · Elwood Community Visioning and Elster Creek flood modelling
- · Multiple and ongoing Fishermans Bend initiatives
- Development of the Water Sensitive City Index
- Development of the Adoption Guidelines for Stormwater Biofiltration Systems

Having a partner with the capabilities of CRCWSC helps deliver several Council priorities designed to make CoPP a 'water sensitive City'.

Current work that benefits from membership includes:

- Fishermans Bend recycled water study
- Development of a Water Sensitive City Plan for the municipality
- Elster Creek Catchment Partnership
- · Development of an onsite stormwater detention policy
- Increase permeability on Council & private land.

The current nine-year agreement requests that Council "give 12 months written notice" of any decision to stop being a member, unless funding is not provided in the Council budget.

Recommendation: That Council resolves to maintain its membership.



Attachment 1: Council Report 6 March 2019

CoPP Officer Review of Strategic Memberships



Economic Development Australia

Brief Description: National professional body for economic development practitioners in Australia. Provides access to research, events and training for Council officers.

Annual fee: \$2,000 Next Payment date: Feb 2019

Background / Purpose: Established in 2007, Economic Development Australia (EDA) is the peak national body for economic development practitioners, that aims to strengthen and promote economic development through state and national events, professional development, advocacy and member support.

Officer comments: Port Phillip is the only Victorian inner metro council EDA member. Officers have previously used EDA case studies on business engagement and guides for best-practice.

Membership provides a discounted rate to EDA events and professional development opportunities. However, not enough officers have needed these opportunities to warrant membership.

There is limited alignment with of Council priorities. Councillors and officers can still attend events and obtain journal articles on a user pay basis.

Recommendation: That Council resolves to not renew its membership (and engages on a "non-member"/user pays basis as required).



Attachment 1: Council Report 6 March 2019

CoPP Officer Review of Strategic Memberships



Green Building Council of Australia

Brief Description: An authority on sustainable buildings and communities (Green Star System).

Annual fee: \$2,400 Next Payment date: June 2019

Background / Purpose: Established in 2002, the Green Building Council of Australia (GBCA) is the nation's authority on sustainable buildings, communities and cities. Their vision is 'to create healthy, resilient and positive places for people'. Their purpose is to lead the sustainable transformation of Australia's built environment. Council joined GBCA in 2018.

GBCA rate the sustainability of buildings and communities through the Green Star system. Green Star certification aims to promote and improve environmental efficiencies in buildings, while boosting productivity, creating jobs and improving the health and well-being of communities.

GBCA membership includes:

- Discounts on education programs and training, including professional development activities for Green Star Accredited Professionals.
- · Discounts on Green Star certification of buildings
- · Promotion of Green Star certified projects to sector & wider community
- Access to research papers & updates and Green Star advisory groups

Officer comments:

Membership supports outcomes under Council Plan Direction 3 – We have smart solutions for a sustainable future and Direction 4 – We are growing and keeping out character.

Members receive a discount on Green Star certification (non-member = \$40,000 + GST vs. member = \$35,000 + GST). Council is likely to seek Green Star certification from GBCA for two upcoming projects, saving \$10,000 (+ GST) in total.

The recently endorsed Fishermans Bend Framework & Planning Controls requires that all developments benchmark against a minimum Green Star rating. GBCA advocated to the State Government for this outcome. Fishermans Bend is mandated to achieve a Green Star Communities rating.

GBCA will be useful in training Council officers on Green Star requirements (including statutory, strategic planning officers & sustainability officers).

Three council officers are currently Green Star Accredited Professionals or Associates and one is seeking accreditation. Continued professional development is required to maintain this status.

Recommendation: That Council resolves to maintain its membership.



Attachment 1: Council Report 6 March 2019

CoPP Officer Review of Strategic Memberships



Inner South Metropolitan Mayors Forum

Brief Description: Local government alliance that advocates on issues such as transport, environmental sustainability, liveability and planning policy and strategy.

Annual fee: \$10,000 (approx.) and project contributions

Next Payment date: payments are quarterly

Background / Purpose: The Inner South Metropolitan Mayors Forum (ISMMF) comprises the Mayors and CEOs of the cities of Port Phillip, Bayside, Boroondara, Glen Eira, Kingston and Stonnington. The City of Yarra cancelled its membership in July 2018.

In May 2018, ISMMF released "Liveability Priorities", which outlines advocacy initiatives under the following headings:

- o Transport, Cycling and Walking
- o Open Space and Sporting Facilities
- Waste and Sustainability

Officer comments: The "Liveability Priorities" document includes the following CoPP priorities:

- the Albert Park Lake Stormwater Treatment and Harvesting Scheme,
- Elster Creek Catchment minimising flood risk and improving infrastructure,
- · protection for Social and Cultural Heritage buildings,
- · increased support for graffiti prevention and removal, and
- increased funding for councils for beach cleaning and critical projects in foreshore masterplans

Another ISMMF output in 2018 was an Infrastructure Scorecard and Gap Analysis report for the region (completed by AECOM Australia). The analysis, while highlighting areas for joint action, also illustrated several differences in needs between the municipalities (due to the differences in population density and proximity to the CBD etc).

While ISMMF's advocacy and project work has had some successes, notably a joint graffiti pilot funded by the State Government, progress in other areas has been made using vehicles other than ISMMF. For example, the working group established for the Elster Creek Catchment Action Plan.

ISMMF is traditionally a resource intensive Council membership. Until recently, each month the CEOs meet and every second month they are joined by Mayors. When the preparation, travel time and attendance are considered, ISMMF meetings can require between half-day to day of the attendee's time. In addition, several officers across Council are involved in working groups, which requires preparing briefings, reviewing and delivering policy documents and attending meetings, that can be of peripheral relevance to the delivery of Council priorities.

On 8 February 2019, ISMMF CEOs and Mayors agreed that Mayors and CEOs should meet only four times a year and, at the start of each year, councils will agree which projects will be prioritised. Councils can elect to provide funding and other support to the prioritised projects.

8 | Page



Attachment 1: Council Report 6 March 2019

CoPP Officer Review of Strategic Memberships



Recommendation: That Council resolves:

- A. to maintain its Inner South Metropolitan Mayors Forum membership, providing an opportunity to test recent changes to the governance arrangements to see if they deliver greater alignment of projects with Council priorities and reduce the current resource commitment from Council (financial and staff time), **or**
- B. to not renew its Inner South Metropolitan Mayors Forum membership.



Attachment 1: Council Report 6 March 2019

CoPP Officer Review of Strategic Memberships



Inner Melbourne Action Plan (IMAP)

Brief Description: Collaborative partnership between the Cities of Melbourne, Port Phillip, Maribyrnong, Stonnington and Yarra.

Annual fee: \$95,000 Next Payment date: November 2019

Background / Purpose: IMAP is a section 86 Committee, set up under the Local Government Act 1989.

IMAP was established in 2006 to 'Make Melbourne More Liveable'. Shortly after its formation, the first Inner Melbourne Action Plan (2006-2016) was adopted in response to "Melbourne 2030", the State Government's blueprint for managing sustainable growth and change across metropolitan Melbourne. In 2016 a new 10-year Action Plan (2016-2026) was adopted.

The five goals contained in the Action Plan (2016-2026) are:

- Goal 1: A globally significant, strong and diverse economy
- Goal 2: A connected transport network that provides real travel choices
- Goal 3: Diverse, vibrant, healthy and inclusive communities
- Goal 4: Distinctive, high quality neighbourhoods and places
- Goal 5: Leadership in achieving environmental sustainability and climate change adaptation.

Under these goals there are 27 regional strategies/actions.

Implementation of the Action Plan is overseen by the 'Implementation Committee' (Mayors and CEOs), supported by an Executive Forum (CEOs and Executives), working groups and project teams. The powers and functions of the Implementation Committee are to:

- develop and prioritise a rolling three-year implementation program of IMAP actions, to be updated and approved annually
- oversee implementation of the IMAP in accordance with the agreed three-year implementation program
- make recommendations to IMAP member councils on budget allocations to implement IMAP actions
- progress individual initiatives in accordance with the annualised three-year implementation program
- monitor and report annually to IMAP member councils implementation of IMAP actions.

Officer comments: In 2018 IMAP progressed eight of its joint projects, including the first joint StreetCount of people sleeping rough in Inner Melbourne and the formation of a "Think Tank", to scan councils' current and future environment to identify and assess the main disruption technologies and threats facing councils and communities in Inner Melbourne.

The \$95k IMAP membership fee is higher than any other membership fee. IMAP has significant financial reserves and there may be opportunities to reduce the memberships cost by reducing reserves and reducing the number of IMAP projects.

10 | Page



Attachment 1: Council Report 6 March 2019

CoPP Officer Review of Strategic Memberships



IMAP is resource intensive, over 2017/18 there were four Implementation Committee meetings, five Executive Forum meetings and several working group meetings. Over 20 officers also led or contributed to joint projects.

To deliver IMAP's 27 actions, IMAP maintains a rolling Three-Year Implementation Program, with short-term priorities and budgets. At the 30 November 2018 Implementation Committee meeting, the Three-Year Implementation Program was referred to the Executive Forum to assess:

- · Current priorities and value for IMAP councils
- Overlap with other groups

An initial assessment by CoPP officers of the 27 IMAP projects found that a third of the projects contribute to Council priorities, and some of those could be better progressed outside of IMAP including through newly constituted State Government-led Metropolitan Partnerships.

Recommendation: That Council resolves:

- A. to maintain its Inner Melbourne Action Plan membership, subject to seeking improved governance arrangements, greater alignment of projects with Council priorities and a reduced resource commitment from Council (financial and staff time),
- B. to not renew its Inner Melbourne Action Plan membership.



Attachment 1: Council Report 6 March 2019

CoPP Officer Review of Strategic Memberships



International Association for Public Participation

Brief Description: A member association focused on advancing public participation and community engagement.

Annual fee: \$1,800 Next Payment date: December 2019

Background / Purpose: International Association for Public Participation (IAP2) is an international member association incorporating individuals, governments, institutions and other entities that affect the public interest throughout the world.

IAP2 has three 'Strategic Pillars', Advocating for Engagement, Strengthening Engagement Networks and Advancing Professional Development. IAP2 offer:

- · community and stakeholder engagement training around Australasia
- networking and professional development events
- · case studies, engagement policies and conference presentations
- a consultancy registry
- industry news

Officer comments: IAP2 in-house training courses are discounted for members. Council officers received an 'in house' training in December 2017 and most relevant Council officers now have IAP2 certification.

There are limited benefits to Council from this current membership.

Recommendation: That Council resolves to not renew its membership (and engages on a "non-member"/user pays basis as required).



Attachment 1: Council Report 6 March 2019

CoPP Officer Review of Strategic Memberships



International Council for Local Environmental Initiatives Partnership Program

Brief Description: Leading global network of more than 1,500 cities, towns and regions committed to building a sustainable future.

Annual fee: \$2,700 Next Payment date: May 2019

Background / Purpose: The ICLEI Oceania Regional Secretariat is hosted by the City of Melbourne and serves local governments in Australia, New Zealand and the Pacific Island Nations. ICLEI Oceania has been active in Asia region for over ten years and is focused on local sustainability and responsiveness and resilience to the impact of climate change.

ICLEI Members benefit from access to programs, frameworks and tools and the sharing of experiences through ICLEI's regional and worldwide networks.

Officer comments: ICLEI membership includes the following:

- Free training & workshops for Councillors & staff
- ICLEI Oceania is the regional secretariat for the Global Covenant of Mayors
- Promotes actions & achievements to sector & wider community

ICLEI is creating a Melbourne metropolitan greenhouse profile and 32 individual local community greenhouse profiles. Officers see the greenhouse profile as a valuable tool which can be compared to CoPP's 2016 profile.

Officers have recently attended the following workshops:

- Global Protocol for Community-Scale Greenhouse Gas Emissions Inventories Accounting for Local Governments
- TAKE2 Local Government Climate Action Workshop

Recommendation: That Council resolves to maintain its membership.





CoPP Officer Review of Strategic Memberships



Local Government Professional (LG Pro)

Brief Description: Peak body for Local Government professionals in Victoria.

Annual fee: \$3,700 Next Payment date: June 2019

Background / Purpose: LGPro is the 'voice' for people working in Local Government in Victoria.

LGPro was formed in 1996 following a merger of the Victorian branches of the Institute of Municipal Management, the Institute of Municipal Engineering Australia and the Victorian Municipal Community Services Association.

LGPro supports members by:

- Delivering sector specific professional development activities and services
- · Facilitating communication with other levels of government and key stakeholders
- Providing Special Interest Groups for people to network, share best practice and learn about new developments
- Celebrate excellence in the sector through award programs.

LGPro is part of the Local Government Professionals Australia federation with offices in NSW, QLD, SA, TAS, and WA, and a national office in Canberra.

Officer comments: The benefits of membership include:

- Advocacy and representation to State and Federal Government from a Local Government perspective
- Opportunity for Council to have training programs delivered 'in-house'
- Eligibility to participate in the LGPro Sector Secondment Program
- Eligibility to nominate for the Awards for Excellence
- Option of Membership to over thirty Special Interest Groups (SIG) (Age & Disability Services, Corporate Planners Network, Governance, Human Resources, Statutory Services, etc.)

CoPP officers participate in several SiGs that are well regarded as a source of information and collaboration across councils. For example, CoPP officers are active in the Governance SIG, which has considered the new Local Government Bill (likely to be reintroduced by the Victorian Government). The Governance SIG will allow coordinated development of new compliance documents required under the Bill.

LGPro advocacy efforts are currently focused on promoting women in senior LG roles and supporting council officers who are frequently subjected to abuse and sometimes assault while carrying out duties, such as local laws, animal control and parking officers.

Recommendation: That Council resolves to maintain its membership.



Attachment 1: Council Report 6 March 2019

CoPP Officer Review of Strategic Memberships



Mainstreets Australia

Brief Description: Voice for traditional retail strips-main streets.

Annual fee: \$550 Next Payment date: June 2019

Background / Purpose: Mainstreets Australia was established to provide a forum for information exchange, networking, advocacy and professional development for the people, businesses and projects in Australia's traditional main streets and town centres.

Mainstreet Australia organises and facilitates:

- Annual Victorian Conference
- Main street Australia Awards every 2 years
- National Mainstreet Conference every 2 years
- Professional development workshops
- · Networking events
- · Regular industry newsletters and email communications

In addition, Mainstreet Australia:

- Advocates to Government on the needs and aspirations of main street communities and businesses,
- Provides information, advice and support to main street businesses, associations and Councils regarding collective management and marketing of main streets,
- Promotes and supports main streets and builds the capacity of individuals and organisations.

Officer comments: Membership provides staff discounts to training, conferences and access to resources including guides and templates. Council CEO was guest speaker at national conference in October 2017, other officers attended. The next Victorian Conference is in March 2019.

Council became a member following a request from the local traders' associations.

Recommendation: That Council resolves to maintain its membership.



Attachment 1: Council Report 6 March 2019

CoPP Officer Review of Strategic Memberships



Metro Transport Forum

Brief Description: Advocacy group of Melbourne metropolitan local governments, associate members representing transport companies, participants from the State Government and environment groups.

Annual fee: \$1,500 Next Payment date: July 2019

Background / Purpose: The Metropolitan Transport Forum (MTF) is a local government interest group for transport in metropolitan Melbourne. It was established over 20 years ago.

Twenty-five metropolitan local governments are members. Each nominates a councillor and officer delegate. There are also twelve associate members from across the transport sector.

The MTF works towards effective, efficient and equitable transport in metropolitan Melbourne by providing a forum for debate, research and policy development, and sharing and disseminating information.

The MTF meets monthly to discuss transport topics of interest, distributes information across the sector, hosts events, makes submissions to government and conducts research to better inform policy. In addition, the MTF engages with state government agencies to represent local government, establish partnerships and improve project delivery.

Officer comments: MTF meetings provide access to State Government and private sector representatives. In 2018 notable speakers included Gilian Miles, (former) Head of Transport for Victoria, Michel Masson, CEO of Infrastructure Victoria and Monica Morona, Head of Public Affairs at Mo

According to the MTF website, the last project undertaken and completed was in 2016, it was a report titled: MTF Level Crossing Removals - Learnings for Local Government. The last MTF submission to State Government was directed at the 2013/14 State Budget and the last media release was in 2011.

With financial and officer support from CoPP, MTF hosted a State Election Transport Forum for the electorate of Albert Park in September 2018.

Recommendation: That Council resolves to maintain its membership.



Attachment 1: Council Report 6 March 2019

CoPP Officer Review of Strategic Memberships



Municipal Association of Victoria (MAV)

Brief Description: Legislated peak body for councils in Victoria

Annual fee: \$79,400 Next Payment date: July 2019

Background / Purpose: The MAV was established in 1879 to protect and promote the democratic status, autonomy and efficient carrying out of local government. In 1907 the Municipal Association Act officially recognising the MAV as the voice for local government in Victoria. MAV is the Victorian listed member of the Australian Local Government Association.

The role of MAV is to:

- represent and advocate for local government interests
- · build the capacity of Victorian councils
- · facilitate effective networks
- initiate policy development and advice
- · support councillors
- · promote the role of local government.

MAV services include:

- · specialist policy advice and information
- councillor development opportunities
- insurance protection including risk, legal and claims advice
- workers' compensation scheme
- sector development
- CEO performance appraisal and recruitment advice
- governance support
- collaborative procurement.

The current MAV Strategic Work Plan (2017-19) identifies four key objectives:

- 1. Help councils achieve financial sustainability
- 2. Improve the reputation of local government
- 3. Increase sector productivity and efficiency
- 4. Increase innovation and collaboration.

Officer comments: Council sought MAV State Council support for action on issues including Health of the Bay, Dockless Share Bikes and Melbourne Metro 2.

In addition to Council's MAV membership there are four fee based subscriptions; MAV Technology Group, Council Alliance for a Sustainable Built Environment (CASBE), Built Environment Sustainability Scorecard (BESS) and Electronic Content Management (ECM) Step Program. The level of the MAV membership fee and some MAV subscriptions is set based on Council's income from rates.

The MAV Technology Group, (\$58,000 per annum), was established in 2004 with local government IT, digital and business transformation practitioners. 77 of Victoria's 79 councils are members. Membership provides access to collaborative procurement opportunities and an online forum for discussion and idea sharing (a Yammer network). The Group hosts an annual conference and awards



Attachment 1: Council Report 6 March 2019

CoPP Officer Review of Strategic Memberships



night to encourage and recognise innovation in ICT. Council uses alternative procurement portals and the forums are underutilised.

Council Alliance for a Sustainable Built Environment (CASBE), (\$6,000 annually), involves 26 Victorian councils committed "to the creation of a sustainable built environment within and beyond their municipalities". CASBE applies Ecologically Sustainable Development (ESD) principles to the built environment through the statutory planning system and undertakes joint projects and advocacy to support this initiative. CASBE support the implementation of member councils' ESD Policy, processes and assessment tools.

A key achievement of CASBE is the development of the *Sustainable Design Assessment in the Planning Process* (SDAPP) framework providing a streamlined and consistent methodology to request, receive and assess built environment sustainability outcomes through the planning process. CoPP implements the SDAPP framework to achieve more sustainable outcomes from the built environment.

The Act & Adapt Strategy includes operational and strategic actions to improve ESD outcomes in new developments, including investigating policy changes to increase vegetation, storm water management and permeability which will benefit from CASBE support.

The <u>Built Environment Sustainability Scorecard</u> (BESS) tool, (\$7,500 annually) is used by CoPP's Statutory Planning and Environmental Sustainability departments as part of Council's assessment of planning permit applications. The web-based BESS tool enables permit applicants to demonstrate how their proposed a new buildings or alterations addresses sustainability criteria in the Planning Scheme, including energy and water efficiency, thermal comfort, and overall environmental sustainability. BESS covers all major sustainable design categories and can assess any building type (replacing the historic need for multiple tools). CoPP Officers contributed to the development of BESS through CASBE.

CoPP is on CASBE's Steering Committee and the BESS Governance Board allowing CoPP to influence the development and application of sector standards. Officers in the Statutory Planning and Environmental Sustainability departments consider both CASBE and BESS of strategic and operational value to Council.

The <u>Local Government Information Governance Group</u>, (\$3,200 per annum), supports council's management of electronic content and promotes more digital business within local government. There are joint projects, advocacy, capacity and capability building programs. 64 Victorian Councils and 2 Water Authorities are subscribers. In 2013, the Group finalised a Business Classification Scheme providing a common language for documents, systems and processes. CoPP is on the ECM Committee which will consider necessary changes if the Local Government Bill is enacted.

The ECM Committee assists MAV in identifying policy changes. For example, the MAV sought legal advice on behalf of the Group on the Building Act requirement that records be maintained in original form, therefore preventing the scanning and destruction of records.

Officers see value in maintaining the subscription.

Recommendation: That Council resolves to maintain its membership of the Municipal Association of Victoria (MAV), but does not renew its subscription to the MAV Technology Group.



Attachment 1: Council Report 6 March 2019

CoPP Officer Review of Strategic Memberships



Place Leaders Asia Pacific

Brief Description: Not-for-profit member organisation promotes leadership among place makers working in Australasia and the Asia-Pacific region. Offers training courses and seminars.

Annual fee: \$4,500 Next Payment date: 30 June 2019

Background / Purpose: Established in 2004, Place Leaders Asia-Pacific aims to 'recognise leadership, foster global alliances and promote knowledge exchange for the creation and stewardship of successful public places throughout our region'.

Benefits of Membership to Place Leaders include:

- Place Leaders Networking, Events and Knowledge Base
- Participation in Place Leaders Asia Pacific Award Program
- Education
- Marketing, Communication and Sponsorship
- Working Groups and Committees

Officer comments: Limited current alignment with / contribution to delivery of Council priorities. Acting Manager of Place and Design recently spoke at a conference in Sydney.

Recommendation: That Council resolves to not renew its membership.



Attachment 1: Council Report 6 March 2019

CoPP Officer Review of Strategic Memberships



Resilient Melbourne

Brief Description: A City of Melbourne initiative, pioneered by the Rockefeller Foundation, that forms strategies to help cities meet the physical, social and economic challenges of the 21st century.

Annual fee: \$15,000 Next Payment date: 30 June 2019

Background / Purpose: Resilient Melbourne (RM) is sponsored by the City of Melbourne in collaboration with other Greater Melbourne councils and associated partners. The project is led by the Chief Resilience Officer who has been funded by the 100 Resilient Cities initiative (Rockefeller Foundation). The City of Melbourne provides the project team and additional investment.

RM exists to 'embed resilience practice across Melbourne's various levels of government, in ways that resonate with the communities'. RM coordinates the implementation of actions in the *Resilient Melbourne strategy*. Melbourne's first resilience strategy was endorsed by the City of Melbourne's Future Melbourne Committee on 17 May 2016.

Officer comments: The direct contribution of RM to the delivery of Council priorities is minimal.

Many of the RM actions/projects (that align with CoPP priorities) overlap work undertaken by other groups who are more directly involved.

RM duplicates successful projects across Victorian Councils, benefiting councils who are not at the forefront of 'resilient' development and practices. For example, the Melbourne Renewable Energy Project (MREP) driven by the Cities of Melbourne, Moreland, Yarra and Port Phillip, is now being used as a pilot for Resilient Melbourne's Local Government Renewables Group Purchasing Project. The MREP project set up a partnership of organisations that will source electricity from a wind farm being built in regional Victoria.

Some projects led by RM could contribute to Council priorities. For example, the Metro Melbourne Urban Forest Strategy which focuses on protecting and increasing canopy and vegetation overage, promoting biodiversity and financing and funding to increase the urban forest. The deliverables of this Strategy could contribute to actions in Council's Act and Adapt Strategy. One outcome of this strategy was to produce maps for each municipality, however licencing issues have meant that, at least in the short- term, these maps will not be made available to councils. (Note: DELWP have recently released maps that serve a similar function as those developed by RM).

 $\textbf{Recommendation}: That \ Council \ resolves \ to \ not \ renew \ its \ membership.$



Attachment 1: Council Report 6 March 2019

CoPP Officer Review of Strategic Memberships



South East Councils Climate Change Alliance

Brief Description: One of eight regional alliances across Victoria, with nine councils in Melbourne's south-east focused on a regional response to climate change

Annual fee: \$21,500 (likely to increase) Next Payment date: 21 Aug 2019

Background / Purpose: The nine councils are Port Phillip, Kingston, Bayside, Casey, Cardinia, Dandenong, Mornington Peninsula Shire, Bass Coast & Baw Baw Shire.

South East Councils Climate Change Alliance (SECCCA) offers:

- Projects relating to climate change mitigation and adaptation
- Collaborative advocacy to state and federal government and agencies
- Management of collaborative grant funding applications to benefit members

Officer comments: SECCCA is developing and implementing a five-year plan to undertake strategic, regional, transformational projects. CoPP has recently become a member of the SECCCA business development sub-committee.

The draft five-year plan details project which could contribute to the delivery of the Act and Adapt Strategy, many will require additional Council investment and will need to be assessed once more detail is available. These include:

Included in membership fees

- Advocate for access to household energy meter data contributes to Action 7 of Act & Adapt, delivery of the Sustainable City Community Action Plan
- Environmentally Sustainable Design (ESD) Matrix assessment tool to influence design, material procurement and construction of Council buildings – Actions 9, 14 & 26 of Act & Adapt
- Contribute to Port Phillip region Climate Change Adaptation gap Analysis and Priority Setting, led by DELWP - Action 26 of Act & Adapt
- Develop a guide for building managers to convert gas to electric Action 14 of Act & Adapt
- Green leasing understanding of the status, barriers and drivers to including green leasing of council properties – Action 12 in Act & Adapt

Additional contributions required

- Eco Driver & Eco Driver Electric training contributes to Council's energy consumption & GHG goals, Action 8 of Act & Adapt and delivery of Fleet Strategy
- Asset vulnerability assessment develop a web based platform which will enable councils to undertake vulnerability assessments of their assets based on asset type and climate risk contributes to Action 26 of Act & Adapt
- Financial vulnerability assessment assess the likely impact of climate change on councils' services and income streams - contributes to Action 26 of Act & Adapt

The draft plan also includes the potential for non-members to access projects on a user-pays basis. A 20% premium for each project is being considered.

21 | Page



Attachment 1: Council Report 6 March 2019

CoPP Officer Review of Strategic Memberships



Since joining in June 2016, SECCCA have delivered the following subscription and grant-funded projects:

- Residential efficiency scorecard & workshops audits focussed on energy efficiency improvements for apartment dwellers, focusing on vulnerable community members
- Reviewed Council's Health & Wellbeing Plan
- Engaged an expert to present on climate change governance, financial risk and financing opportunities
- Lead advocacy to Senate Inquiry on the current and future impact of climate change on housing, buildings and infrastructure. SECCCA were invited to provide a submission to the inquiry. This invitation was not extended to individual Councils.
- Council contributed \$7,500 to conduct a feasibility study for a Power Purchase Agreement (like MREP). In Port Phillip, this would focus on commercial properties and apartments – contributes to Action 18 of Act & Adapt

Continuing Council's involvement in SECCCA provides officers an opportunity to further align SECCCA's (final) five-year plan with actions and goals in Council's Act and Adapt Strategy. Once the five-year plan is finalised, Council could reassess its involvement.

Recommendation: That Council resolve:

- A. to maintain its South East Councils Climate Change Alliance (SECCA) membership, or
- B. to defer its decision on its South East Councils Climate Change Alliance (SECCA) membership and request officers investigate alternative strategic membership organisations, which support Council's position on climate change and contribute to Council's climate change priorities, or
- C. to not renew its South East Councils Climate Change Alliance (SECCA) membership.





CoPP Officer Review of Strategic Memberships



Victoria Chamber of Commerce & Industry

Brief Description: Peak body for business in Victoria.

Annual fee: \$6,200 Next Payment date: TBA

Background / Purpose: The Victorian Chamber of Commerce and Industry (VCCI) is the peak body for business in Victoria, more than 15,000 members, customers and clients around the State.

Advocacy campaigns centre on gains for Victorian business in areas including workplace relations, taxation, regulation, infrastructure and skills.

VCCI is a registered training organisation offering accredited courses, onsite training and briefings.

Officer comments: Membership provides discounted consulting, training and advice on industrial relations, human resources, OHS and equal opportunity issues.

Currently there is limited alignment between the VCCI policy and advocacy priorities and Council priorities. In the lead up to the 2018 State Election, the Victorian Chamber highlighted ten priorities 'to keep business competitive and keep Victoria growing'. Of relevance to CoPP was 'the delivery of key infrastructure projects', including Melbourne Metro 2, and the development of a 'Port Phillip Bay Plan 2050', to examine opportunities to develop new shared commercial, recreational, event and tourism uses for the Bay into the future. Neither of these priorities were committed to by Labor, who formed the Victorian Government, although they continue to be VCCI priorities.

Tourism data received from VCCI is used for reporting purposes in the Council Plan. If Council does not renew it membership, this data will need to be sought directly from the Victoria Tourism Industry Council for \$825.

Recommendation: That Council resolves to not renew its membership.





CoPP Officer Review of Strategic Memberships



Victorian Local Government Association

Brief Description: support Councils, Councillors and Communities in Good Governance.

Annual fee: \$28,500 Next Payment date: 3 April 2019

Background / Purpose: The organisation's vision is that *Victorian communities are inclusive,* sustainable and dynamic, characterised by strong leadership and effective local governance.

In 2018 the VLGA launched a 5-year strategic plan that outlines four objectives:

- Advocacy and Policy Protect, advance and advocate for the importance of the role of effective local government
- Local Government Support Support and assist councillors to do their job well
- Good Governance Leadership Provide resources, information, and education and undertake projects to support good governance and leadership
- Healthy and Sustainable Organisation Be a sustainable, focused and values driven

The VLGA aims to protect, advance and advocate for the importance of the role of effective local government and continue to support and assist councillors to do their job.

Officer comments: In the 2017/18 Annual Report, the CEO stated that the VLGA had been 'through a time of review, renewal and consolidation'.

While VLGA doesn't publicise its membership, of the 79 Victorian councils, 19 were included in the November 2017 VLGA annual general meeting minutes (note: November 2018 meeting minutes are yet to be released). They were; Bass Coast Shire, Cardinia Shire, Banyule, Boroondara, Darebin, Greater Dandenong, Monash, Port Phillip, Wyndham, Yarra, Hobsons Bay, Maningham, Mansfield Shire, Maribrynong, Mitchell Shire, Moonee Valley City, Moreland City, Surf Coast Shire and Whitehorse City.

A member council must give 6 months' notice of its intention to resign.

VLGA members receive discounted training and event tickets, for example the Annual Mayors & Deputy Mayors FastTrack Leadership Program is \$800 + GST for VLGA Members and \$1,200 + GST for non-members.

There is limited direct alignment with Council priorities, however VLGA continue to advocate broadly on behalf Local Government, and made several submissions in 2017/18, including to the Local Government Bill and Planning and Environment Committee Inquiry into Rate Capping Policy.

Recommendation: That Council resolves:

- A. to maintain its Victorian Local Government Association membership, or
- B. to not renew its Victorian Local Government Association membership.

24 | Page



15. NOTICES OF MOTION

I, Councillor Andrew Bond, give notice that I intend to move the Motion of Rescission outlined below at the Ordinary Meeting of Council on 6 March 2019:

That the following motion carried by Council at its 20 February 2019 Ordinary Meeting under Urgent Business:

That Council:-

- 1. Notes that the Victorian Government is undertaking a tender process to provide funding to registered Housing Associations and Providers under the Build and Operate program of the Victorian Social Housing Fund;
- 2. Notes that this presents the first significant opportunity to increase social housing in the City of Port Phillip and to realise the goals established under In Our Backyard of increasing the number of community housing units in the City.
- 3. Resolves to:
 - 3.1 Make available up to \$1.5 million from the City of Port Phillip Community Housing Fund to be provided as grants to any Registered Housing Agency that is applying in the current round of Victorian Government funding to build and operate social housing within the municipality of Port Phillip;
 - 3.2 Provides those eligible Registered Housing Agencies a one off payment not exceeding \$15,000 (excluding GST) per dwelling unit to help fund their application project; and
 - 3.3 Delegates to the CEO the authority to implement the necessary means to implement this resolution in a transparent and efficient manner, including determining payment arrangements to ensure that grants result in the delivery of dwellings within the City of Port Phillip in line with the objectives of the In Our Backyard strategy.

Be rescinded.

Supporting Information

The above motion was carried by Council at its 20 February 2019 Ordinary Meeting under Urgent Business.

The decision was made with insufficient time and information to give true consideration to the decision.



I, Councillor Tim Baxter, give notice that I intend to move the Motion outlined below at the Ordinary Meeting of Council on 06 March 2019:

That Council:-

- 1. Acknowledges the ongoing public concerns with Personal Water Crafts in relation to safety of swimmers and adherence to boating regulations.
- 2. Requests the CEO to write to the relevant State Ministers advocating for:
 - 2.1 Increased and targeted education of Personal Water Craft (PWC) or Jet Ski licence holders;
 - 2.2 Increased patrols and enforcement of the State's waterway regulations at Elwood, St Kilda, Middle Park, South Melbourne, Port Melbourne and Sandridge Beaches;
 - 2.3 The exclusion of Personal Water Crafts (PWC) or Jet Skis within 200 metres adjoining City of Port Phillip beaches to improve safety.

Supporting Information

Personal Water Craft (PWC) or Jet Skis have been an ongoing concern to the public in relation to safety and adherence to boating regulations at Port Phillip's beaches including Elwood, St Kilda, Middle Park, South Melbourne, Port Melbourne and Sandridge.

There have been increasing concerns with PWCs this summer from individual beach users and groups of residents potentially due to drought conditions reducing boating on inland waterways, increased number of PWCs and new PWC licences.

Concerns with PWCs from beach users include:

- non-compliance with PWCs entering swimming only/no boating zones;
- excessive speed, exceeding the 5 knot (8 kph) within 50 metres of swimmers, other
 vessels and fixed structures or exceeding the 5 knot (8 kph) within 200 metres of shore
 in shared boating and swimming zones;
- performing 'doughnuts' within 50m of swimmers or other water users; and
- public order or alcohol related incidents on the beaches from PWC groups.



16. REPORTS BY COUNCILLOR DELEGATES

17. URGENT BUSINESS

18. CONFIDENTIAL MATTERS

- 18.1 Notice of Motion to Alter a Previous Resolution
- 18.2 Governance Processes

RECOMMENDATION

That in accordance with Section 77(2)(a) of the Local Government Act 1989 (as amended), the meeting be closed to members of the public in order to deal with the following matters, that are considered to be confidential in accordance with Section 89(2) of the Act, for the reasons indicated:

18.1 Notice of Motion to Alter a Previous Resolution

The information in this report is considered to be confidential in accordance with the Local Government Act 1989 (as amended), as it relates to:

89(2)(e). Proposed developments.

18.2 Governance Processes

The information in this report is considered to be confidential in accordance with the Local Government Act 1989 (as amended), as it relates to:

89(2)(h). A matter which the Council or special committee considers would prejudice the Council or any person.