



MEETING OF THE PORT PHILLIP CITY COUNCIL

AGENDA

21 FEBRUARY 2024



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MEETING OF THE PORT PHILLIP CITY COUNCIL 21 FEBRUARY 2024



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 and Submissions

Provision is made at the beginning of the meeting for general question time from members of the public.

All contributions from the public will be heard at the start of the meeting during the agenda item 'Public Questions and Submissions.' Members of the public have the option to either participate in person or join the meeting virtually via Teams to ask their questions live during the meeting.

If you would like to address the Council and /or ask a question on any of the items being discussed, please submit a 'Request to Speak form' by 4pm on the day of the meeting via Council's website:

[Request to speak at a Council meeting - City of Port Phillip](#)



MEETING OF THE PORT PHILLIP CITY COUNCIL 21 FEBRUARY 2024



MEETING OF THE PORT PHILLIP CITY COUNCIL

To Councillors

Notice is hereby given that a **Meeting of the Port Phillip City Council** will be held in **St Kilda Town Hall and Virtually via Teams** on **Wednesday, 21 February 2024 at 6:30pm**. At their discretion, Councillors may suspend the meeting for short breaks as required.

AGENDA

- 1 **APOLOGIES**
- 2 **MINUTES OF PREVIOUS MEETINGS**
Minutes of the Meeting of the Port Phillip City Council 7 February 2024.
- 3 **DECLARATIONS OF CONFLICTS OF INTEREST**
- 4 **PUBLIC QUESTION TIME AND SUBMISSIONS**
- 5 **COUNCILLOR QUESTION TIME**
- 6 **SEALING SCHEDULE**
Nil
- 7 **PETITIONS AND JOINT LETTERS**
Nil
- 8 **PRESENTATION OF CEO REPORT**
8.1 *Presentation of December CEO Report - Issue 103..... 7*
- 9 **INCLUSIVE PORT PHILLIP**
9.1 *Aged Care Reforms Future Model for Endorsement..... 43*
- 10 **LIVEABLE PORT PHILLIP**
10.1 *Integrated Transport Strategy review - engagement findings and recommendations..... 105*
10.2 *Pickles Street Safety Improvement - Evaluation..... 147*
- 11 **SUSTAINABLE PORT PHILLIP**
11.1 *Stormwater Harvesting Program 159*
- 12 **VIBRANT PORT PHILLIP**
Nil

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13 WELL GOVERNED PORT PHILLIP

13.1	<i>Proposed Lease of the Port Phillip EcoCentre in the St Kilda Botanical Gardens, St Kilda</i>	<i>177</i>
13.2	<i>Financial Update 2023-24: Mid-Year Review.....</i>	<i>189</i>
13.3	<i>Councillor Expenses Monthly Reporting - November and December 2023 and January 2024</i>	<i>211</i>
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14 NOTICES OF MOTION

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15 REPORTS BY COUNCILLOR DELEGATES

16 URGENT BUSINESS

17 CONFIDENTIAL MATTERS 243

The information contained in the following Council reports is considered to be Confidential Information in accordance with Section 3 of the Local Government Act 2020.

17.1	<i>Provision of Recycling Processing Services</i>	
3(1)(a)	<i>Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released</i>	
3(1)(g(i))	<i>private commercial information, being information provided by a business, commercial or financial undertaking that relates to trade secrets</i>	
3(1)(g(ii))	<i>private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.</i>	

Reason:

The report contains Commercial sensitive material which will allow non successful applicants the opportunity to reverse engineer the successful pricing.



3. DECLARATIONS OF CONFLICTS OF INTEREST

4. PUBLIC QUESTION TIME AND SUBMISSIONS

5. COUNCILLOR QUESTION TIME

6. SEALING SCHEDULE

Nil

7. PETITIONS AND JOINT LETTERS

Nil

8. PRESENTATION OF CEO REPORT

8.1 *Presentation of December CEO Report - Issue 103* 7

MEETING OF THE PORT PHILLIP CITY COUNCIL

21 FEBRUARY 2024



8.1 PRESENTATION OF DECEMBER CEO REPORT - ISSUE 103

EXECUTIVE MEMBER: JOANNE MCNEILL, EXECUTIVE MANAGER, GOVERNANCE AND ORGANISATIONAL PERFORMANCE

PREPARED BY: JACKY BAILEY, HEAD OF CORPORATE PLANNING

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 103 (Attachment 1) focuses on Council's performance for Quarter 2 FY2023/24.


3. RECOMMENDATION

That Council:

- 3.1 Notes the CEO Report – Issue 103 (provided as Attachment 1).

4. OFFICER DIRECT OR INDIRECT INTEREST

- 4.1 No officers involved in the preparation of this report have any material or general interest in the matter.

ATTACHMENTS 1. Q2 CEO Report - Issue 103  [Download](#)



CEO Report

Quarter 2 2023/24

Volume 103 | October to December

Council respectfully acknowledges the Traditional Owners of this land, the people of the Kulin Nations. We pay our respect to their Elders, past and present. We acknowledge and uphold their continuing relationship to this land.

portphillip.vic.gov.au

Message from the CEO

Welcome to the December CEO Report which includes an update on the priorities that Council has set for me, and reflections on our work for the last quarter of 2023.

Deliver the Council Plan

Overall project portfolio delivery status for December is 68 per cent on-track progressing as planned, 21 per cent at-risk, and 11 per cent off-track.

In December we completed our Energy efficient street lighting upgrade, which was a priority action identified in the Council Plan. Over three months, we upgraded 1,578 of our streetlight bulbs to energy efficient LED alternatives, which improves the longevity, sustainability and safety of the lights in our City.

A feasibility assessment for a new live music and performance venue on the St Kilda Triangle was completed in December. The feasibility demonstrated there is demand, and strong industry support for a flexible 5,000 standing capacity live music and performance venue in St

Kilda. The 'proof of concept' layout shows that a venue can be effectively accommodated on the site, and community consultation demonstrated that there is support in the community for the idea. The project now moves into Stage 2, focusing on advocacy to the Victorian Government for investment in a business case, and to engage with the market to clarify the level of interest in investing in the proposal.

This month we finalised the design for Hewison Reserve, which will include an upgraded play space, nature play, and accessible barbeque and picnic facilities. Construction also commenced on installation of baseball lighting at JL Murphy Reserve which is expected to be completed in March 2024. We also completed the Alma Park upgrade, which included renovation of the barbeque plaza, improved pedestrian access, removal and replacement of old furniture, new water play area, and new nature play elements and planting in the wetland.

Governance and Advocacy

Following successful completion of negotiations with the landowner, City of Port Phillip acquired 509 Williamstown Road, Port Melbourne in December. The 15,000 square metre site will make way for public space and a modern sport and broader recreation facility. A decision on exactly how the strategic acquisition will be used will be informed through community consultation.

The Victorian Government has announced a broad review of statewide planning titled Plan for Victoria which will see fundamental changes to the Planning Scheme in 2024. We are seeking early and meaningful engagement.

In preparation for the 2024 Local Government Elections, Council endorsed the Election Period Policy. The Election Period Policy details what decisions can and cannot be made in the lead up to the election. All City of Port Phillip Councillors, officers, and Council candidates are required to comply with the policy.

Message from the CEO

Community, Stakeholder, and Customer

December is a great time to reflect on some of the great improvements we have made in our services levels this year.

In 2022 we received 90,438 community service requests, in 2023 we have seen an increase of 21% to 110,012. For the first six months of 2023 we were hitting 75 per cent of customer requests completed on time, in the second half of the year we have achieved 86 per cent completed on time – a significant shift in service performance across 12 months.

Only 2.1 per cent of our service requests have resulted in a complaint over the last 12 months – this is down from 2.9 per cent. This means whilst we have seen a higher volume of service requests, our complaint volumes comparatively are decreasing. These numbers represent a significant cultural shift across the organisation, increases in volume but also improvements in both service level, and number of complaints demonstrates a

greater focus on how we can deliver better outcomes for our customers.

In pleasing news, this month Children's Services has achieved another two 'Exceeding' National Quality Standards results at Clark Street Children's Centre and Coventry Children's Centre. The National Quality Standards set a high benchmark for all early education and care services in Australia and include seven quality areas that are important to outcomes for children. For the first time, 100 per cent of Council managed services are rated as 'Exceeding'.

Significant work continues to respond to the Commonwealth Aged Care reforms with information on a proposed model for the future of aged care service delivery in Port Phillip going out to community consultation through November and December. The consultation has significant client and community input on the proposed model, which will be used to inform a Council briefing and report scheduled for early February 2024.

Every year, we run a summer themed tourism campaign to encourage new visitors to our City,, and this year is no exception. Our Summer Southside St Kilda campaign is well underway, with activity running across large format outdoor, street posters, social media, search, digital publisher (Broadsheet) and YouTube.

Finance, assets, and value for money

As at 31 December 2023 the full year forecast for 2023/24 is a cumulative cash surplus of \$0.1 million representing a \$0.06m net increase since November. This minor increase was caused by the receipt of capital grants slightly above forecasted expectations. The decrease in the cash surplus is due to provision for return of government funding for aged care due to service delivery challenges in meeting contracted targets, the re-instatement of parking machine maintenance budget due efficiencies not being achieved through external procurement, St Kilda Triangle market testing, feasibility works at Fishermans Bend Gymnastics Club and a decrease in development activity

Message from the CEO

reducing income for permits relating to street occupations. This has been partially offset by an increase in grant income, additional supplementary rates and interest income.

The forecast cash and investments balance has decreased due to increased receivables projected during 2023/24 and a decrease in anticipated developer contributions. Despite this, Council's return on investment Key Performance Indicators and Corporate Social Responsibility targets were achieved.

Culture and capability

This month we launched our Annual Employee Survey, designed so staff can share with leadership their experience working at City of Port Phillip. It's an opportunity to reflect and acknowledge the things we are doing well and what we need to focus on so we can continue to build an organisation that we are proud to be a part of everyday. The outcomes of these will be reviewed and shared early in 2024.

This quarter we also introduced the Next Generation Leaders program; a comprehensive nine month program designed to grow, stretch and accelerate the leadership practice of our Coordinators, Heads of, and other selected roles within the City of Port Phillip.

Our turnover rate remains consistent, with the twelve-month average at 13 per cent. This is an improvement from December 2022, when the twelve-month average was 19.8 per cent.

I also wanted to celebrate our Animal Management team, who received an award in December for their work with vets from the Port Phillip Animal Hospital on our Pets of Port Phillip de-sexing program.



Chris Carroll

CEO, City of Port Phillip

Inclusive Port Phillip

A City that is a place for all members of our community, where people feel supported and comfortable being themselves and expressing their identities.



Key highlights

Exceeding National Quality Standards

Children's Services has achieved another two 'Exceeding' National Quality Standards results at Clark Street Children's Centre and Coventry Children's Centre. The National Quality Standards set a high benchmark for all early education and care services in Australia and include seven quality areas that are important to outcomes for children. For the first time, 100% of Council managed services are rated as 'Exceeding'.



Educator and children at Clark Street Children's Centre

Community transport

In order to revitalise their services and improve their offering to the community, the Community Transport team has reintroduced the free [Hop-on, Hop-off community transport routed service](#). The team has also initiated further improvements:

- upgrading infrastructure at the bus stops, incorporating new maps and bus stop timetables
- relocating bus stops in Woodcroft Street Balaclava to a shady location in front of the parklet
- introducing three new route timetables brochures designed to be more accessible and user-friendly by using a colour system to identify each route
- added timetables to the council [website](#).

Routes will include express routes to South Melbourne Market, new northern routes, and stops on the southern routes at the Caulfield and Alfred Hospitals and Melbourne Sports and Aquatic Centre (MSAC) to promote healthy lifestyles and greater access to medical facilities



Hop-on, Hop-off free Community Bus

Service spotlight: affordable housing and homelessness

Since 2015, Council's efforts to grow the supply and diversity of affordable housing in the City of Port Phillip have been guided by the In Our Backyard Strategy. This quarter, the key achievements against the strategy are as follows.

Port Phillip Zero

The By-Name List of persons who are experiencing homelessness in Port Phillip has averaged 47 persons this quarter, of whom 19 were known to be rough sleeping, 60% lower than February 2021.

Marlborough Street community housing, Balaclava

The tenancy has commenced, and the public car park beneath this project is now open for daily use.

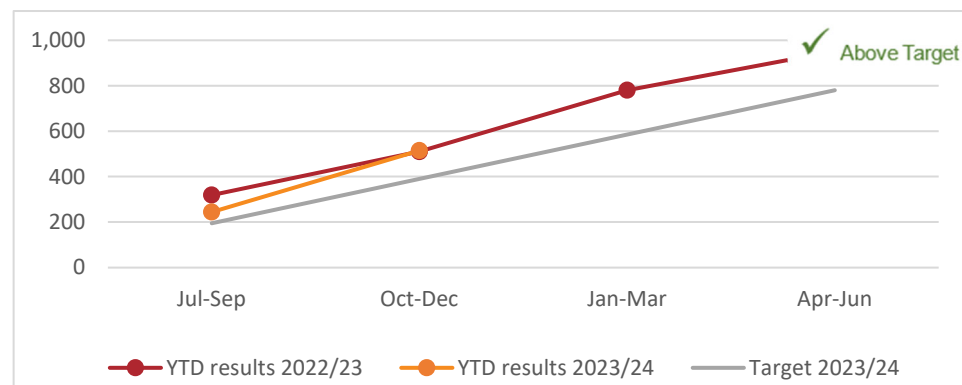
Sale of 351 St Kilda Road

An [Expression of Interest \(EOI\) opportunity](#) closed for the future use of 351 St Kilda Road on 1 December 2023. An evaluation panel has been established to consider the value of all proposals.

Wellington Street Common Ground project

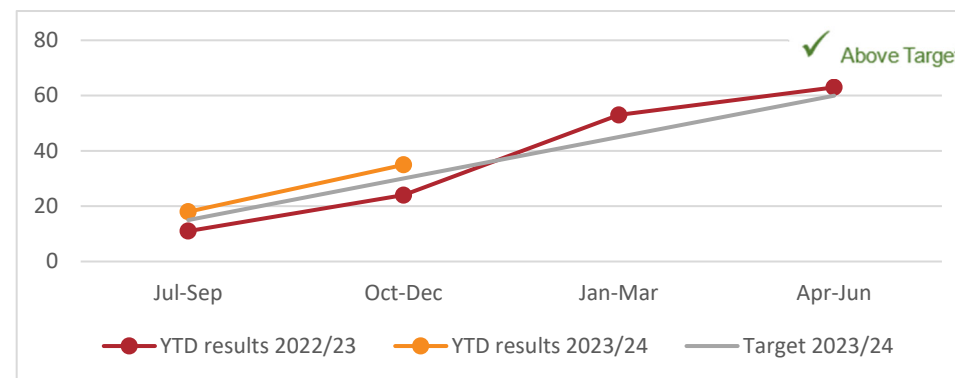
St Kilda Community Housing has finalised finance, permits and approvals and have a builder in place who will commence demolition in January 2024.

Number of direct hours of housing assistance supporting older local people



The number of direct hours of housing assistance for the first half of 2023/24 was 515 hours. This is well above the target of 390 hours and similar to the 510 hours provided for the same time last year.

Number of older local persons housed



For the first six months of 2023/24, the number of older persons housed was 35, exceeding the target of 30 and higher than the 24 for the same period last year.

Service spotlight: ageing and accessibility

Older Persons Advisory Committee

Council continues to support the Older Persons' Advisory Committee, including monthly committee meetings.

Meetings during the quarter included face-to-face connection and advocacy with Nina Taylor MP, and engagement with officers across Council on implementation of the Aged Care Services Review, design of new library adult programs, the future of South Melbourne Market, the Port Phillip e-scooter trial, community bus service, and the 2023 Port Phillip Seniors Festival.

Commonwealth Aged Care reforms

Significant work continues to respond to the [Commonwealth Aged Care reforms](#) with a briefing on a proposed model for the future of aged care service delivery going out to community consultation through November and December.

The consultation has significant client and community input on the proposed model, which will be used to inform a Council briefing scheduled for early February 2024.

Social inclusion

An end of year event at the Inkerman Hotel drew an impressive turnout, with approximately 50 members of the Port Phillip community in attendance.

Attendees were treated to a delightful two-course meal, offering them a chance to reconnect with friends. The event also provided an opportunity for attendees to meet and greet key council officers and the volunteers from the Community Wellbeing and Inclusion division who played a vital role in ensuring the success of this event.



Social inclusion end of year event

Gender Impact Assessments (GIA)

Council continued to implement the GIA program, with four GIAs undertaken this quarter, as required under the *Gender Equality Act 2020*.

Action plans

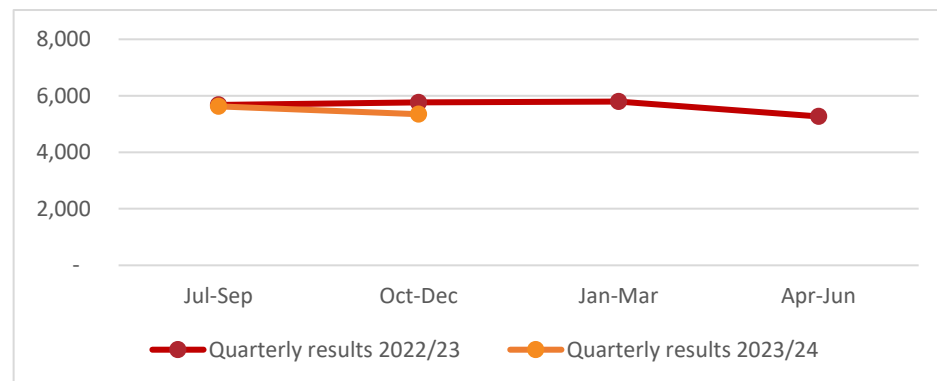
Council continued to implement the Accessibility Action Plan. Highlights for this quarter included working in partnership with Port Phillip Specialist School to host two events at the Port Melbourne Library for International Day of People with Disability, with students and broader community attending; and a campaign promoting Council's accessible beaches and facilities.

Ongoing engagement

Council continues to support the LGBTIQ+ Advisory Committee, Multicultural Advisory Committee and Multifaith Network, with meetings taking place in October and November.

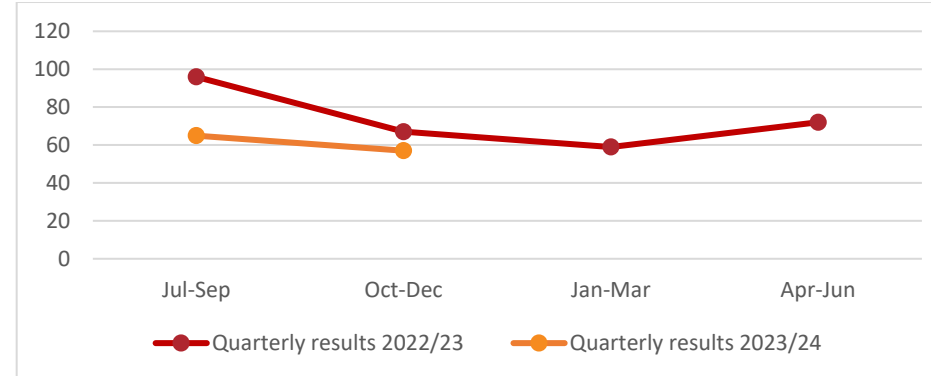
The Diversity, Equity and Inclusion team supported pop-up and place-based engagement with multicultural communities on key projects, including Inkerman Street road safety improvement and supporting positive ageing.

Number of 'meals on wheels' provided to the community



For the second quarter 2023/24, the number of meals on wheels provided to the community was 5,348. While the number of clients has increased by 11%, the total number of meals delivered has decreased by 7% from the same period last year. This decrease can be attributed to a larger number of clients ordering fewer total meals. The average number of meals per client for comparable quarters has dropped from 37 to 31.

Number of people participating in social support programs and events



In the second quarter of 2023/24, 57 people participated in support programs and events. The 15% decrease from the same period last year can largely be attributed to the Team Leader, who is the only staff member qualified to assess and bring on new clients, being on extended leave for several months.

Service spotlight: children

Maternal and child health

The Maternal and Child Health (MCH) team:

- received 216 birth notifications
- enrolled 218 infants and children into the service
- conducted 2,092 Key Ages and Stages consultations
- delivered 233.27 hours of support to vulnerable families in the community
- delivered 64.38 hours of support via the Sleep and Settling outreach program
- conducted 52 breastfeeding consultations.

Breastfeeding clinic

The [Breastfeeding Support Clinic](#) is offered to families in the community who are experiencing issues with feeding. Consultations are conducted by a qualified lactation consultant to provide support and assistance.

Children's services

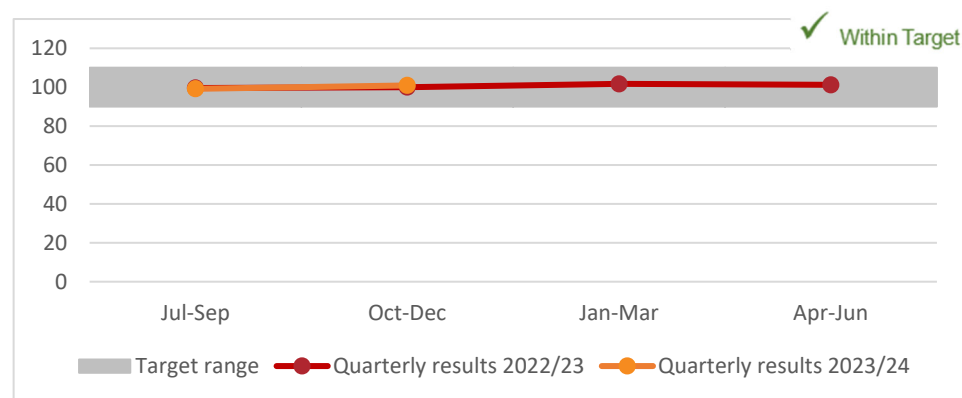
The Children's Services Integrated Registration and Enrolment scheme (CSIRE) is nearing implementation. Childcare centres transition to CSIRE mid-March 2024. Sessional kindergartens will have the opportunity to join in 2025.

Improvements for our community include enhanced equity of access for all families. This will also provide improved participation and an easy to use self-serve online system that is a single point of contact to apply for multiple services.

A CSIRE procedure with locally agreed priority of access criteria was developed and consultation and communication occurred with impacted families and the community.

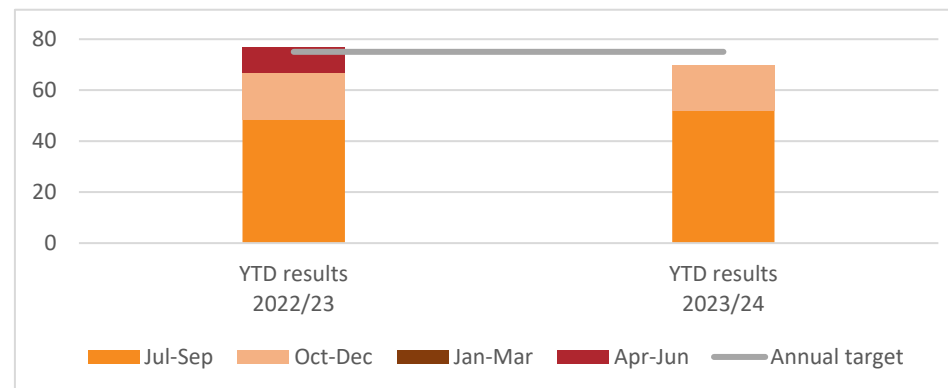
The project is supported by Council's Digital and Technology Services and Customer Experience and Transformation teams.

Infant enrolments in maternal and child health services (YTD figure)



The percentage of infant enrolments in maternal and child health services for the first half of 2023/24 was 101 per cent. This is consistent with the result for the same period last year (100 per cent for July to December 2022) and within the target range of 90-110 percent.

Participation in maternal and child health services (YTD figure)



Participation in maternal and child health services for July to December 2023 is 70%. This is slightly above the result of 67% for the same period last year, and is predicted to reach the annual target of 75% by the end of the year.

Service spotlight: community programs and facilities

Supporting community groups

The [Friends of Suai](#) Community Reference Committee and community continue to support friendship with the Suai/Covalima. This quarter, key achievements included:

- the [2022/23 Annual Report](#) was endorsed by Council on 15 November 2023
- a meeting with Port Melbourne Secondary College to initiate a relationship between students in Port Phillip and Suai
- the Christmas appeal raised over \$8,000 for programs at the Covalima Community Centre in Suai
- donated computers from the City of Port Phillip have been packed and transported to *Rotary Donations in Kind* for shipment to Suai.

Lotus Choir

Council supported the [Lotus Choir](#) (Russian seniors choir) performance at Wintringham Hostel, Port Melbourne for the residents and staff end of year celebrations.

Activism against gender based violence

Council participated in the Victorian 16 Days of Activism against Gender-Based Violence campaign from 25 November (the International Day for the Elimination of Violence Against Women) to 10 December (Human Rights Day).

It is a global campaign that unites communities and organisations around the world to join the call to eliminate violence against women and girls.

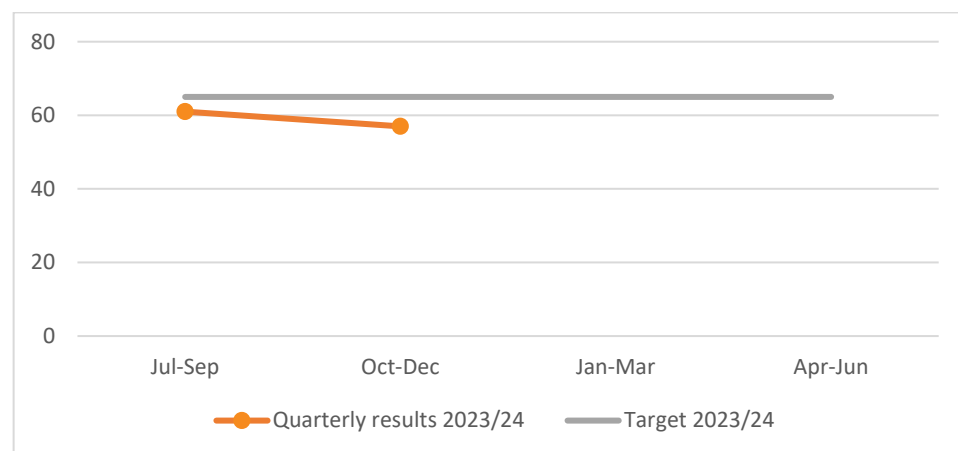
Council's 2023 campaign focussed on the important role of active bystanders in calling out disrespectful or discriminatory behaviours.

Council engaged the community through social media and displays in Port Phillip libraries, to raise awareness of respect, equality and bystander action.



Jane Gilmore presenting at St Kilda Library as part of the 16 days of Activism Against Gender based Violence Campaign.

Utilisation of community centres



Utilisation of community centre spaces and rooms sat at 57 percent for quarter one (October – December 2023). Utilisation rates are higher for larger spaces such as halls (84 percent) and multipurpose rooms (66 percent), and lower for meeting rooms (49 percent) and offices (9 percent). This is a new measure introduced from July 2023, and data not available for 2022/23.

Service spotlight: families and young people

Body safety workshops

Two fully booked free workshops were delivered with body safety experts, explaining to parents how to best teach body safety to children with the aim of preventing childhood sexual abuse.

The sessions explored debunking myths and stereotypes around abuse and abusers, identifying grooming behaviours, and giving parents practical strategies to best empower their children.

Supported playgroup

Supported playgroup trialled a new outreach approach with an in-house playgroup offered through the Cornelia Program to pregnant women who are experiencing homelessness or insecure housing.



Eco Centre support playgroup session

Family services

The Family Services team provided 70 hours of community outreach.

Nature play

The nurturing in nature event delivered in partnership with Better Health Network and Port Phillip Nature Centre provided nature learning about local fauna, making art and music with natural forms, and listening to an immersive story using props from nature.



Nature play session

Youth services

This quarter, Council:

- opened another round of [Youth Access Grants](#) with funding available to increase access to recreational activities for young people aged 12 to 18 years
- started school drop-in sessions at Elwood College on Friday lunchtimes, with activities including basketball tournaments, arts and crafts, video gaming, and the wildly popular K-Pop karaoke
- conducted the annual “Youth in Chambers” event in the Council Chamber which was attended by 60 primary and secondary school students. The attendees presented their leaderships projects which addressed the theme of healthy friendships within their communities.

Service spotlight: recreation

Sport and Recreation Strategy 2015–24

Since 2015, Council's provision of sport and recreation facilities and services has been guided by the Sport and Recreation Strategy. Key achievements this quarter included:

- [accessible beach matting](#) was again installed at Port Melbourne Life Saving Club and St Kilda Life Saving Club; with the addition of beach matting at Elwood Sailing Club for the 2023/24 summer season
- provision of [mobi-chairs](#) and [powered wheelchair](#) to provide assisted access to the beach at Port Melbourne Life Saving Club and St Kilda Life Saving Club
- commencement of new recreation opportunities, including breath work classes, ice baths and recovery
- In collaboration with Parks Victoria, provided summer season allocations for sporting clubs, and pre-season training locations for winter sporting clubs
- partnered with community stakeholders to design sport and recreation participation programs for the 2024 calendar.

Service planning

Sport and Recreation service planning is nearing completion; with a draft prioritisation framework now prepared.



Mobi chair



Accessible beach matting

Projects update

The design was finalised for Hewison Reserve, which will include an upgraded play space, nature play, and accessible barbeque and picnic facilities.

Community consultation has now concluded for the Elwood Park changeroom facilities and the RF Julier Reserve BMX Pump Track.

Construction commenced on installation of baseball lighting at JL Murphy Reserve which is expected to be completed in March 2024.

Lagoon Reserve Sports Field

The sports ground was closed to allow demolition of the cricket nets and the pavilion form the first stage of the project. Stripping the turf and soil layers of the sportsground is underway.

The project is expected to be completed by mid-2024.



Works at Lagoon Reserve sports field.

Liveable Port Phillip

A City that is a great place to live, where our community has access to high quality public spaces, development and growth are well-managed, and it is safer and easy to connect and travel within.



Key highlights

Alma Park upgrade

The Alma Park upgrade was completed in late November 2023 and included renovation of the barbeque plaza, improved pedestrian access, removal and replacement of old furniture, new water play area, and new nature play elements and planting in the wetland.



Alma Park

Asset protection inspections

Over the past four months the Council's Asset Protection Team conducted 928 proactive audits, in addition to initial and final asset protection audits. Asset protection files for 119 applicants were closed which included 41 identified as completed but with damage. Negotiations resulted in applicants meeting the full cost of footpath repairs and replacements, re-sheeting of roads and the replacement of a bluestone lane.

Human Papillomavirus (HPV) vaccine catch-up program

The state government HPV catchup program for all high school students was completed. This program targeted all high school students who missed this vaccine during COVID. The program included extra vaccination session time at schools, a social media and media campaign, reports and correspondence to residents who were not up to date and correspondence sent to families through schools.

Animal management award

Council's Animal Management team received an award for best collaboration for their work with vets from the Port Phillip Animal Hospital on our Pets of Port Phillip de-sexing program. The Pets of Port Phillip program was featured in [our quarter one report](#).



Australian Institute of Animal Management Awards

Service spotlight: city planning and urban design

St Kilda Triangle live music venue feasibility

A feasibility assessment for a new live music and performance venue on the St Kilda Triangle has been completed. The feasibility demonstrated there is demand, and strong industry support for a flexible 5,000 standing capacity live music and performance venue in St Kilda.

The 'proof of concept' layout shows that a venue can be effectively accommodated on the site with carparking and open space.

Community consultation demonstrated that there is support for the idea, including from the Acland Street and Fitzroy Street traders' associations.

The project now moves into Stage 2, focusing on advocacy to the Victorian Government for investment in a business case, and to engage with the market to clarify the level of interest in investing in the proposal.



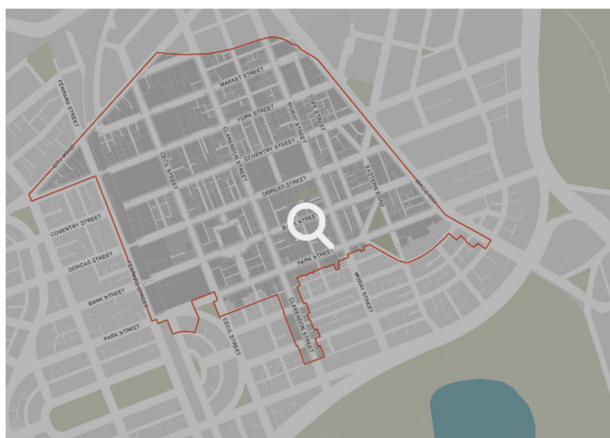
Artist's impression of the indicative site concept for a live music and performance venue at the St Kilda Triangle. (Source: MGS Architects)

South Melbourne Structure Plan (SMSP)

Officers have finalised a draft SMSP. The draft plan and supporting documents will be presented to Council on 7 February to seek endorsement for community and stakeholder consultation.

Consultation is anticipated to commence in March 2024.

Further information is available from [Future South Melbourne | Have Your Say Port Phillip](#).



Map image of the South Melbourne Structure Plan study area

Places to Live: Port Phillip Housing Strategy

Officers are finalising a draft housing strategy. The next step is for Council to consider endorsing the draft document for community consultation.

Consultation is anticipated to commence in March/April 2024.

Further information is available from [Places to Live: Port Phillip Housing Strategy | Have Your Say Port Phillip](#).

Heritage program

The Review of Heritage Overlay 8 (Elwood: Glen Huntly and Ormond Roads) is being finalised following a period of community consultation in November 2023. Some changes are being made to the documents to reflect the feedback received.

The final review and recommendations for next steps will be presented to Council in early 2024.

Further information is available from [Heritage Overlay 8 | Have Your Say Port Phillip](#).

Argyle Street

Officers worked across Council and with local residents to capture ideas for improvements to Argyle Street in response to community advocacy. This resulted in a draft Argyle Street Improvements document being circulated in December 2023 to the 'Safer Greener Argyle Precinct' group for feedback.

Urban design/landscape & heritage referrals

Officers completed over 41 urban design/landscape, and 71 heritage referrals. These ensure significant and complex developments are scrutinised by internal experts for alignment to Council policies and integrated feedback is provided to applicants on opportunities for improvement.

Service spotlight: public space

Places for People – Public Space Strategy 2022–32

The [Places for People – Public Spaces Strategy](#) guides Council's work in creating and maintaining Port Phillip's network of parks, gardens, streets, the foreshore, and urban spaces.

This quarter, key achievements under this strategy include:

- Urban Forest Strategy – community engagement on the strategic direction and principles was undertaken, with Council adopting them in November 2023. The draft Strategy and Action Plan is now underway, with engagement due to commence in quarter three.
- Our Coastal Future – community engagement on the new Foreshore Management Plan and the Coastal Adaptation Strategy is about to begin, with Councillors due to be briefed in February 2024.
- Dog Off Leash Guideline – following engagement in quarter one, Councillors were briefed twice in quarter two, providing direction on guiding principles and key challenges for the project. The draft Guidelines are due to Councillors in March 2024 prior to the next round of engagement.
- The Greenline Feasibility Study is underway, with community groups engaged during the quarter. The plan is due for completion prior to 30 June 2024.



Urban Forest Strategy Community Workshop

Project updates

The concept design has been completed for St Kilda Pier Landside. Engagement has been undertaken on Gasworks Art Park plan, St Vincent's Gardens, and Sol Green Reserve.

The detailed design has been completed for Hewison Reserve. Procurement is underway for Moubray Street Community Park.

Contracts have been awarded for Moubray Street Community Park and Gasworks Art Park Playground. Construction has been completed at the Alma Park and Little Page Reserve.



Little Page Reserve

Service spotlight: municipal emergency management

Heatwave preparedness

On 7 December, the Municipal Emergency Management Planning Committee convened its fourth meeting for the year. Chaired by City of Port Phillip, the committee endorsed this year's Heatwave Response Plan, which is considered a high risk this year.

New Years Eve

The Council coordinated a successful New Years Eve management operation in partnership with Victoria Police and other external stakeholders. The foreshore was a popular destination however crowds were smaller than previous years due to cooler and windy conditions.

Service spotlight: development approvals and compliance

Plan for Victoria

The Victorian Government has announced a broad review of statewide planning titled [Plan for Victoria](#) which will see fundamental changes to the Planning Scheme in 2024. Councils are seeking early and meaningful engagement.

'Shout Rock' Supreme Court decision

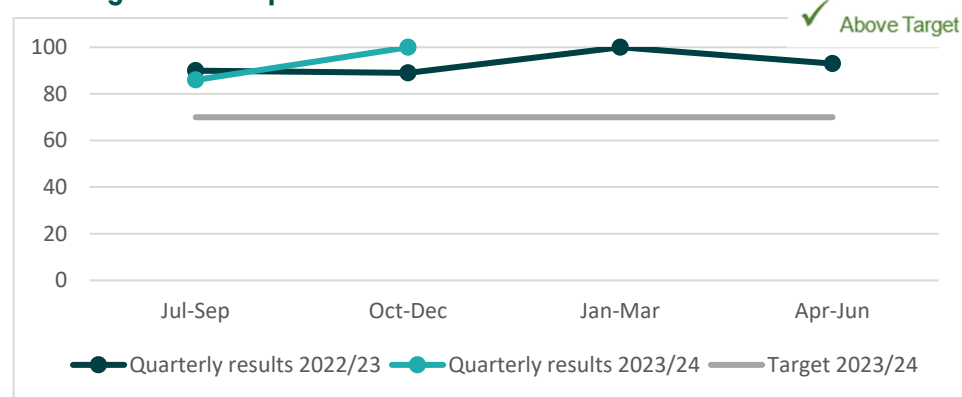
In December 2023, the Supreme Court clarified questions regarding Municipal Building Surveyor (MBS) powers raised by the 'Shout Rock' case in Port Phillip. The case threatened to limit MBS powers to issue and enforce compliance orders when these were not directly related the Building Regulations provisions. The impacts of a loss at the Supreme Court would have been state-wide, so

the decision is a benchmark and enables the MBS to continue intervening in building matters such as public safety.

The City Development team

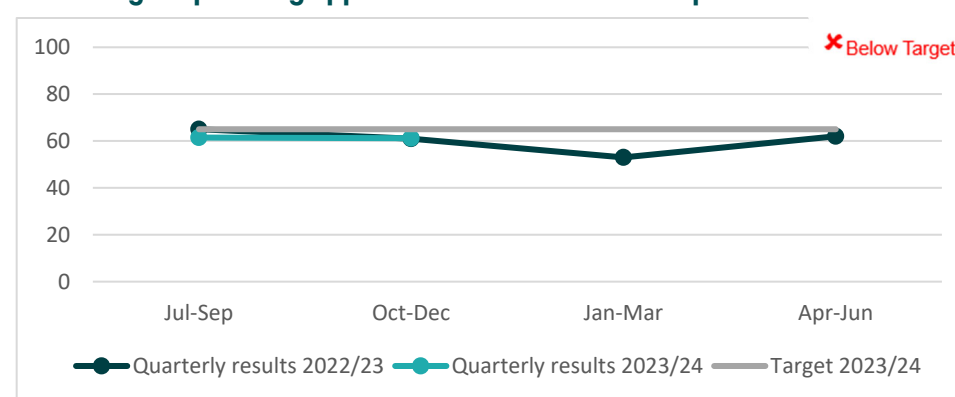
Recruitment of a new Manager City Development and a new Deputy Municipal Building Surveyor is underway.

Planning decisions upheld at VCAT



For quarter two 2023/24, the results are above target. All planning decisions for the quarter were upheld at VCAT. The calculation method changed in 2023/24 to include consent orders as decisions in Council's favour. The results for 2022/23 have been adjusted to reflect this.

Percentage of planning applications decided within required timeframes



For quarter two 2023/24, 61 percent of planning applications were decided within the required timeframes, slightly below the target of 65 percent for 2023/24. This result relates to both standard applications (including amendments) and VicSmart applications.

Service spotlight: health

Food premises inspection program

The annual inspection program of all food premises registered under the *Food Act 1984* was completed. This included approximately 2,150 routine and follow-up inspections for the 2023 calendar year.

All major and critical non-compliances identified throughout the calendar year have been followed-

up within appropriate timeframes and compliance achieved.

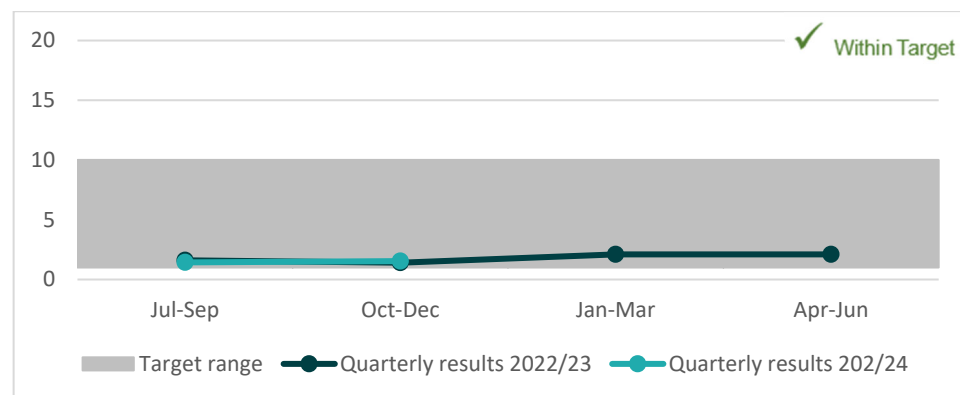
Registration renewal

Renewal of registration process for 1,261 registered food and public health premises, which is required by 1 January, was undertaken.

Accommodation premises inspection

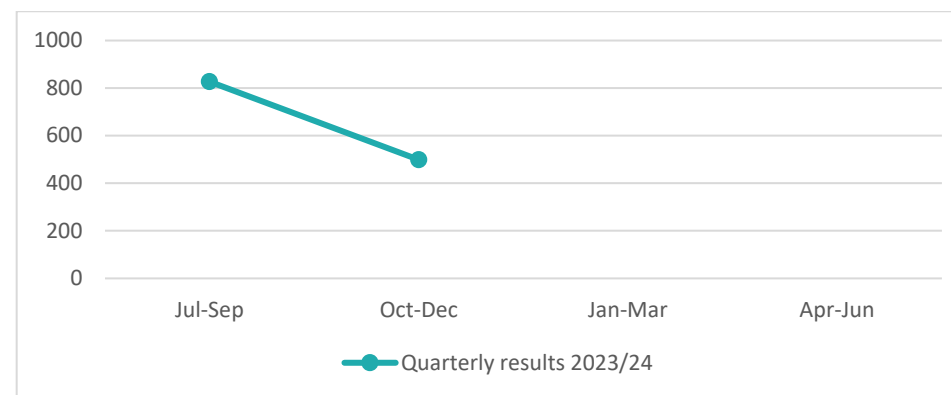
The annual inspection of all accommodation premises registered under the *Public Health & Wellbeing Act 2008* (including rooming houses, backpackers, hotels and motels) was completed.

Time taken to action food complaints (days)



Time taken to action food complaints was 1.5 days in quarter two 2023/24. The result is within the target range of one to 10 days. Results for this measure have been relatively stable over the past 12 months.

Number of clients seen for immunisation



The number of clients seen for immunisation during quarter two 2023/24 is lower due to the majority of the school program having been completed for the calendar year. This is a new measure introduced in 2023/24, data is not available for the previous financial year. This is reported as trend data and does not have a target.

Service spotlight: local laws and animal management

Local laws and animal management

Requests received and completed increased by 35% when compared to the same period last year (1,411 to 1,911).

Despite this increase, Officers have managed to slightly increase their customer service levels from 76% in the last quarter to 81% (Local Laws) and 70% to 73% (Animal Management).

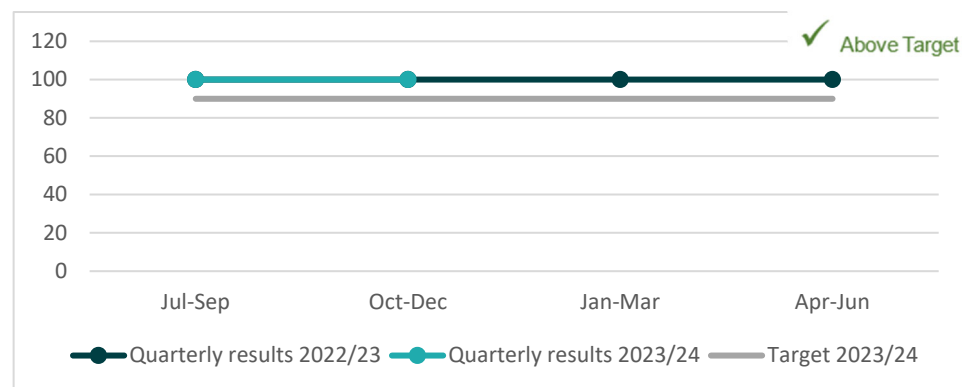
Commercial dog walkers

Council's new Local Law restricting commercial dog walkers to no more than 7 dogs per walker is now being enforced. Animal Management wrote to all known 'walkers' reminding them to apply for a permit before Council enforced breaches with \$480 infringements. Four permit applications have been received and approved. Proactive patrols in December lead to four infringements for failing to have a permit.

Dangerous dogs

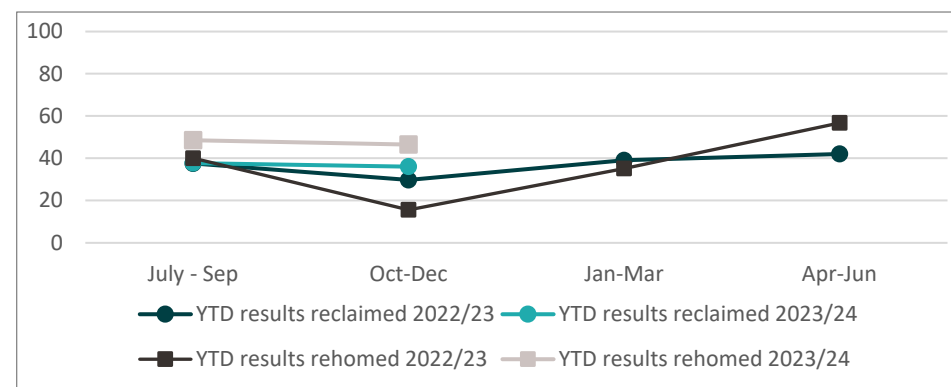
With the assistance of Police, Animal Management seized two dogs from homes in Elwood and Port Melbourne late in 2023. The dogs were both involved in serious attacks on other dogs where surgery was required. Evidence was presented to Council's Dangerous Dog Panel who declared the dogs dangerous on the State register. Before the dogs were released, owners of declared dangerous dogs are required to build enclosures on their land, instal signage letting the public know, and the dogs are to wear muzzles at all times.

Percentage of successful animal management prosecution cases



For quarter two 2023/24, there was one successful animal management prosecution case (100 per cent). Animal prosecutions through the Magistrate Court has been consistently achieving a 100 per cent success rate.

Animals reclaimed and rehomed



For the period from 1 July to 31 December 2023, 111 animals were collected. Of these animals, 40 (36.0%) were reclaimed by their owners. Out of the remaining 71 animals, 33 animals were rehomed (46.5%) and a further 16 (22.5%) were being assessed at the time this report was generated. The results are higher when compared with the same time last year.

Service spotlight: transport and parking management

Move, Connect, Live – Integrated Transport Strategy 2018–2028

The mid strategy review found that all 42 actions listed in the strategy had commenced, with seven of these actions having been completed.

A report will be presented to Council in early 2024.

Healthy Tracks

As part of this program, an Action Plan to improve safer routes to school for students from Port Melbourne Primary School was developed and delivering of the safety improvements is now underway.

Walk 2 School month

As part of Council's commitment to work with school communities to support [active travel to school](#), local schools were invited to participate in Walk 2 School month.

One local primary school reported over 5,140 active trips to and from school in a four-week period, with over 10 per cent of students choosing to walk or ride to school every day through this period.

E-scooter trial

Over one million trips have finished in Port Phillip since the trial began. [The State Government trial has been extended until 5 April 2024](#).

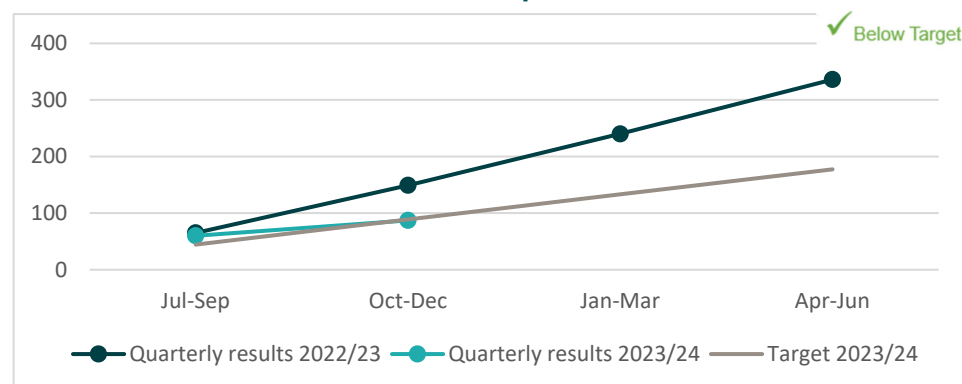
Accessible transport

Continued advocacy for accessible transport options for our community including officer submission on the Department of Transport and Planning's draft [Transport Accessibility Strategy](#) and ongoing discussions for upgrades to both bus and tram routes.

Transport data sensors

Transport data sensors reported 10.7% increase in the number of bike trips recorded in Spring 2023 compared to the previous year. There was also a 1.5% increase in the number of pedestrians.

Number of sealed local road condition requests



The number of sealed road requests for quarter two 2023/24 is consistent with the target which is set at 44 requests or less per quarter. The number of Road condition related requests fluctuates from year to year. The proactive inspection, maintenance and associated works with capital works projects such as crack sealing and kerb repair had contributed to the reduction in the number of customer requests.

Sustainable Port Phillip

A city that has a sustainable future, where our environmentally aware and active community benefits from living in a bayside city that is greener, cooler, cleaner and climate resilient.



Key highlights

Supporting local traders

City Amenity Officers continue to proactively patrol Acland Street, Fitzroy Street and Carlisle Street, focusing on social and amenity management.

There were 270 clean ups undertaken and 680 interactions with public during the quarter within the precincts.

The positive impact of this work is being felt by traders and residents.

Energy efficient street lighting upgrade

This project was a priority action identified in the Council Plan (2017–2027), and was completed this quarter.

There are 4,400 lights illuminating major roads across the municipality. Council pays the full cost in electricity bill and maintenance costs for 1,580 streetlights, and the remainder are shared with VicRoads.

The planning phase began in May 2022, identifying suitable materials for bulk purchase resulting material cost saving of 18%.

The execution phase commenced in October 2022 identifying best practice for high risk areas and best energy efficient technology currently available in the market.

The new system will automatically identify accurate location of faults in the network rather than relying on manual inspection on site. Thus shortening time needed to rectify the faults.

Construction phase commenced in August 2023 and was completed in early December 2023.



New LED street lighting

Service spotlight: amenity

Rapid response

Council's rapid response team has removed over 756 syringes, 4,854 cubic metres of waste, and conducted 270 spot pressure cleans this quarter.

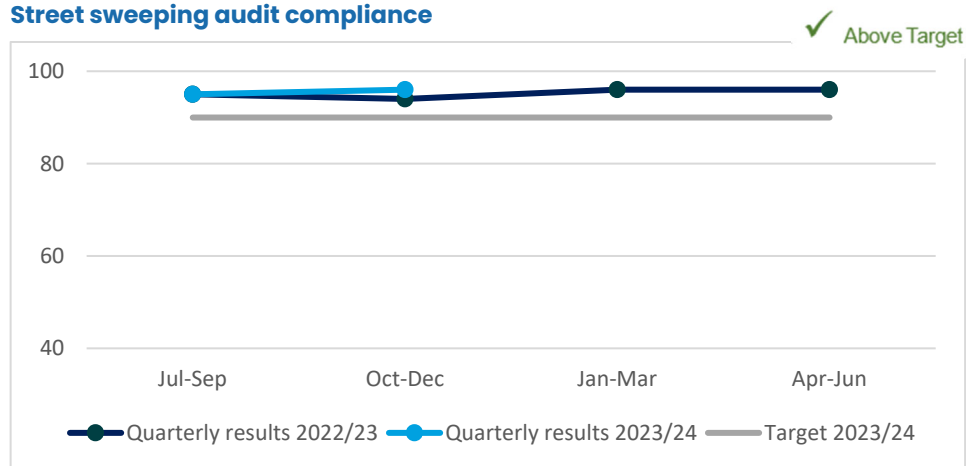
Clarendon Street joint patrols

At the request of our VicPol Inspector, City Amenity Officers have commenced joint patrols of Clarendon Street every Tuesday and Thursday. The patrols have led to several arrests for outstanding warrants and the connection of persons to specialist housing providers.



Local Laws and Victoria Police joint patrols

Street sweeping audit compliance



The street cleaning audit compliance score for quarter two 2023/24 was 96 per cent. The result is above the target of 90 per cent and consistent with the same period last year.

Service spotlight: sustainability

Act & Adapt

Council Act & Adapt – Sustainable Environment Strategy 2023–28 and Climate Emergency Action Plan 2023–28 were both endorsed by Council on 1 November 2023.

Council officers are currently finalising an associated Implementation plan, monitoring and reporting plan and partnership plan to guide delivery of the Act and Adapt Strategy.

Delivery of actions as outlined in the Act and Adapt Strategy is already underway with many actions commencing in 2023/24.

Spring flood preparation campaign

The annual campaign was conducted in October to encourage the community to take appropriate action steps to keep themselves, their pets and their families safe during the flood season. The campaign included a [flood preparation video](#).

Renewal energy information session

An information session was run on 20 November 2023 for medium to large businesses looking to switch to 100% renewable energy.

City of Port Phillip has joined over 30 councils to support a Business Renewables Buying Group for businesses wanting to cut their greenhouse emissions through their collective purchasing power.

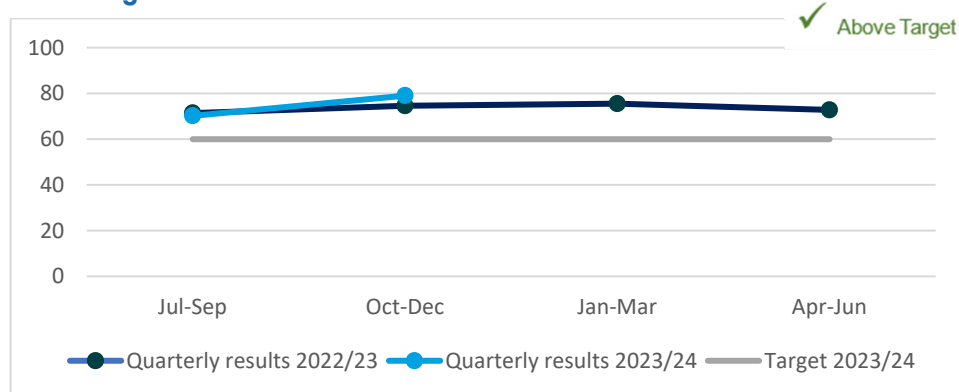
EcoCentre redevelopment

The Port Phillip [EcoCentre redevelopment](#) is on track and scheduled for completion in mid-2024. Installation of cross-laminated timber panels completed a key milestone for the project.



Mayor and Councillors tour EcoCentre Redevelopment with EcoCentre President Pam O'Neil and Executive Officer, April Seymore, 25 October 2023

Percentage of investment in fossil-free institutions



The percentage of investment in fossil-free institutions has been consistently above target over the past year. It has increased to 79 per cent in December 2023 due to funding opportunities available in the month upon maturity enabling high returns in fossil free investments.

Service spotlight: waste management

Update on contractor transition

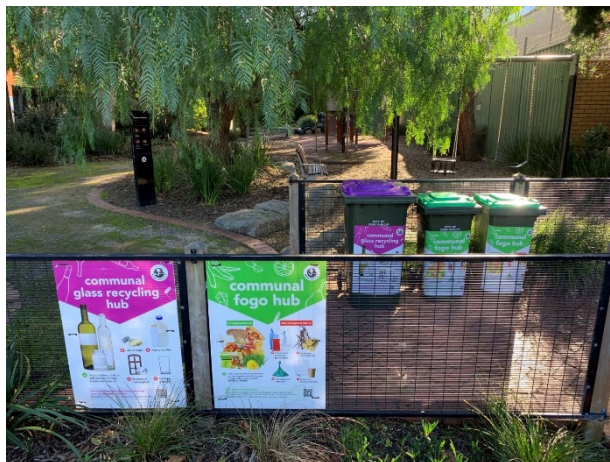
Missed bin requests have stabilised since July's transition to Council's new kerbside collection provider Citywide. Quarter one produced record high levels of missed bin requests, particularly within the first six weeks of go-live. Quarter two has seen the missed bin levels remain relatively consistent and resulted in a 73% reduction in missed bin reports.

Council officers continue to work with Citywide to improve service delivery all-round, including persistent bin placement concerns.

Communal recycling hub rollout

The completed communal hub has provided the community with 78 dual recycling sites to dispose of Food Organics, Garden Organics (FOGO) and glass recycling material, alongside an additional

two sites dedicated to glass recycling only. Auditors will monitor usage across all sites over the summer period and adjust site presence in response to community demand.

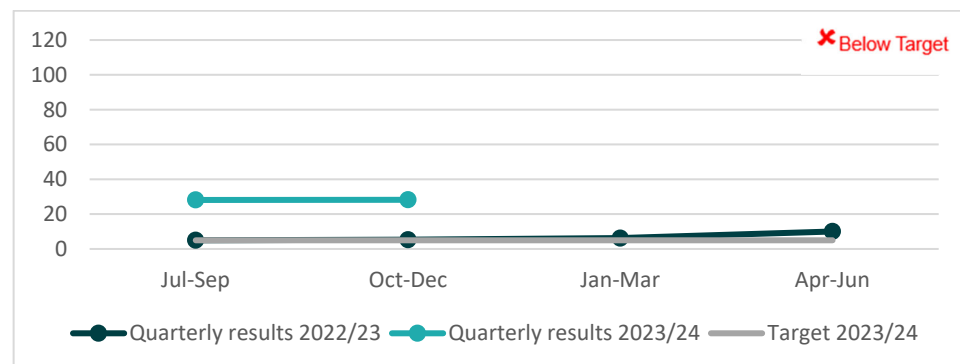


Dual service site at Waterloo Reserve



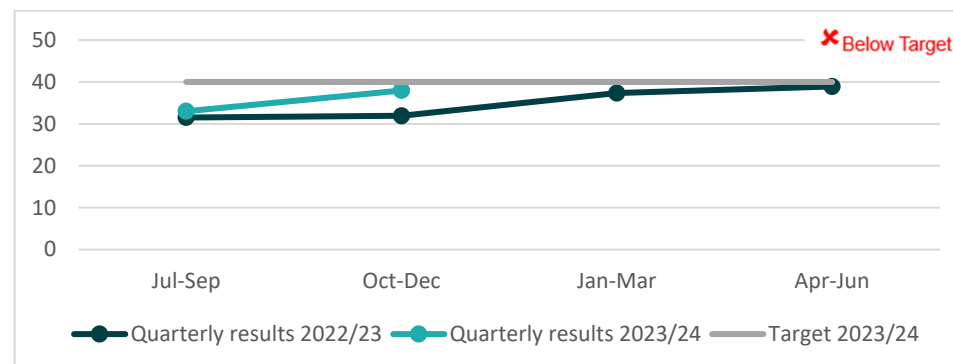
Council officer conducting a visual audit of a communal FOGO bin

Kerbside collection bins missed per 10,000 scheduled bin lifts



City of Port Phillip is experiencing ongoing contractor issues.

Kerbside collection waste diverted from landfill



Kerbside collection waste diverted from landfill demonstrated an improvement from last year but the quarter two result is slightly below the target of 40 per cent. Council will roll out the balance of the FOGO program in February 2024..

Vibrant Port Phillip

A City that has a flourishing economy, where our community and local businesses thrive, and we maintain and enhance our reputation as one of Melbourne's cultural and creative hubs.



Key highlights

Summer Southside St Kilda campaign

The tourism campaign is underway, with activity running across large format outdoor, street posters, social media, search, digital publisher (Broadsheet) and [YouTube](#).

St Kilda Esplanade Market

The market was fully booked with 123 stalls on offer on 10 December 2023, a welcome return to pre-COVID levels.

The Christmas market included a visit from Santa and his Merry Elf, the St Kilda Scouts selling handmade Christmas decorations and dog cookies, and a With One Voice festive performance.



With One Voice performance

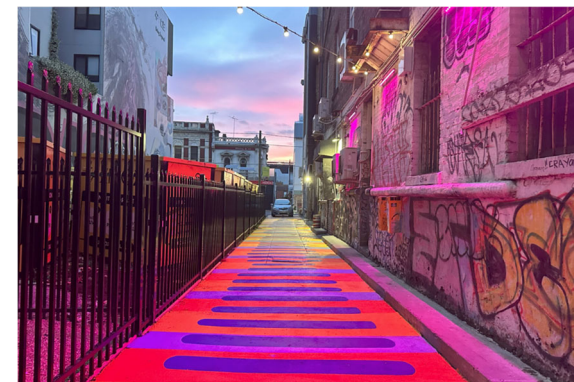
Guided Walking Tours

A number of [guided walking tours](#) were held to benefit community members keen to understand local history.

Creative and prosperous city strategy

Significant actions in this period include:

- activation in [George Lane St Kilda](#), including lighting, landscaping, and artwork
- creative lighting in Acland Street Plaza to activate this space after dark
- confirmation of [Love My Place grant recipients](#) for 2023/24, with six projects funded that will bring visitation and economic benefit to key precincts throughout the municipality.



George Lane, St Kilda

Service spotlight: festivals

Major events

A number of major events were held in the municipality, including Ironman, HOWL-O-Ween in Port Melbourne, Oktoberfest, Melbourne Marathon, the 2XU Wellness Run and the re-opening of the Skyline Attractions Ferris Wheel in Catani Gardens.



Skyline Attractions Ferris Wheel in Catani Gardens

BalACLava Boogie

The inaugural BalACLava Boogie was held from November 24th – 26th with local musicians Amos Roach, Ania Reynolds, Eugene Hamilton, Little Wise, Delsinki and Max Konig playing in local venues including the BalACLava Hotel, the Local Taphouse, Pause Bar and Voodoo Lovechild Speakeasy, and record collectors flocking to the pop-up record fair in the Coles arcade.

Venues reported being at capacity, while nearby businesses reported a spike in sales. The festival culminated with “Sunday Service”, a free pop up

car park gig sponsored by Stomping Ground Brewery, with 400 people of all ages dancing to JAZZPARTY, who ended their show with a traditional “second line” conga line dance into the Voodoo Lovechild Speakeasy to the delight of passers by.

BalACLava Boogie was funded through the Cultural Development Fund Festivals & Events Stream and produced by the Carlisle Street Traders Association. Plans are already afoot for next year’s event.



St Kilda Film Festival

Call for entries are open for the [2024 St Kilda Film Festival](#), attracting short films from around Australia. So far, more than 480 short films have been submitted, an increase of more than 10% compared to this time last year. The Film Festival will run from 6 June – 16 June in 2024.



Service spotlight: libraries

Share and swap at St Kilda Library

A pop-up shop in St Kilda Library provided a platform for local residents to share and swap excess, unused or unwanted items including clothes, fresh harvest, shoes, books, kitchen items, cosmetics, kid's items and gifts.

Adult programming team

A new adult programming team has been recruited and is expanding our offering of learning and social connection opportunities for adults across our libraries to deliver on our Library Action Plan.

One on one device support sessions

Library one-on-one device support sessions have been well received and are having a significant

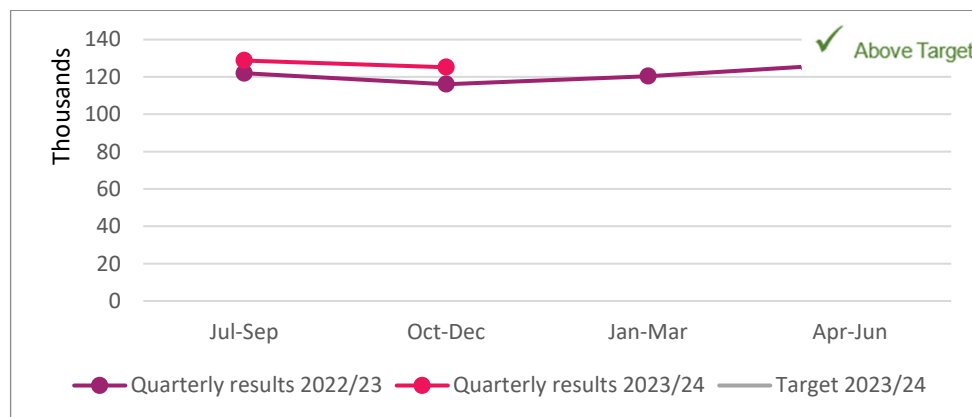
impact on some of our more vulnerable community members. A library staff member had the following feedback:

"I just wanted to let you know I had the most heart-warming and moving conversation on the phone with an elderly woman yesterday. She was booking into one-on-one device advice and was talking about how much she struggles to do the simplest things on her new phone and how wonderful it is that the library is offering this service. She told me that lots of her friends struggle with technology and they have no one to ask for help. She said she got one of your flyers and she was going to show it to all her friends. Makes my heart hurt for her and others like her struggling with all this tech and I'm just so proud we are able to help out now!"



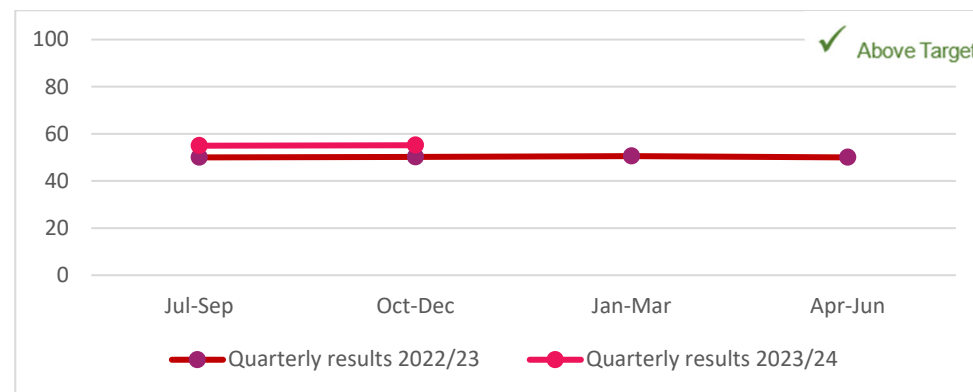
Share and Swap Shop – St Kilda Library

Visits to libraries



There were 125,197 visits to the libraries in quarter two 2023/24 which is above the target of 123,000 visits per quarter.

Percentage of recently purchased library collection



For first half of 2023/24, the percentage of library collection items purchased in the last 5 years has been higher than the result for the same period last year.

Service spotlight: South Melbourne Market

Christmas at the market

The market was open for the five days leading up to Christmas Day with roving entertainers, free live music, gift wrapping and free activities for the kids.

Customers were lining up from 4am on Christmas Eve, with fresh seafood on the menu for most.

New stall openings

New stall openings at the market this quarter included:

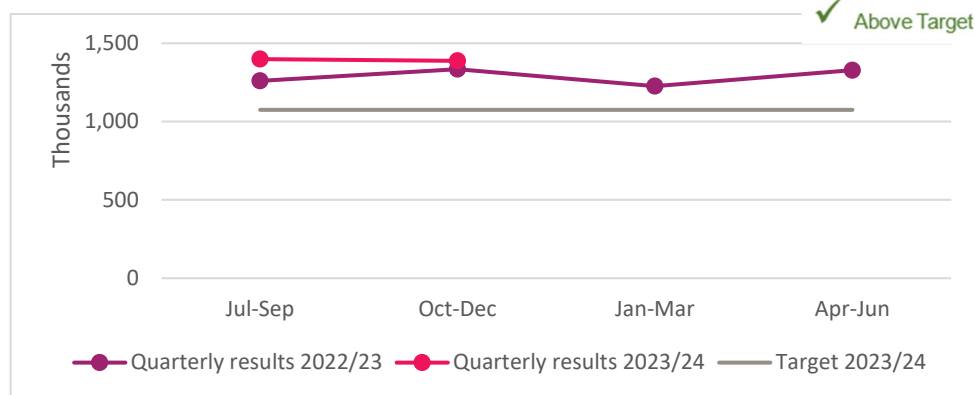
- Mitchell McCabe Menswear in Aisle F, offering a wide selection of quality Australian and international menswear brands

- WOW Vinyl & Memorabilia opened in Aisle offering a great range of new and vintage vinyl records and collectible music memorabilia
- Ugo Burrata Bar opened in the Deli Aisle offering a takeaway menu of savoury and sweet burrata dishes
- Maison Otto opened in Aisle B, offering a curated collection of specialty French lifestyle products
- Sarah Urban opened in Aisle G, offering a curated collection of homewares, jewellery and gifts.

Community consultation

A community consultation via City of Port Phillip Have Your Say ran from 3 November to 3 December. The consultation educated the market community about a range of capital improvement projects that have been identified as being required to address building compliance, and asked the community their preferences around some of the proposed ideas to improve public safety, visitor experience, and relieve congestion around the market. The survey also asked for community feedback on the market's trading hours and days.

Visits to the South Melbourne Market



Visits to the South Melbourne Market are consistently above the target. In 2023, the Market was open for the five days leading up to Christmas Day and saw significant visitation over the festive season.



Ugo Burrata Bar

Well Governed Port Phillip

A city that is a leading local government authority, where our community and our organisation are in a better place as a result of our collective efforts



Key highlights

509 Williamstown Road, Port Melbourne

Following successful completion of negotiations with the landowner, Council acquired the property in December 2023. The 15,000 square metre site will make way for public space and a modern sport and broader recreation facility.

A decision on exactly how the strategic acquisition will be used will be informed through community consultation.



509 Williamstown Road

Service awards

A service award event was held for staff members who have achieved 10, 20 and 30 years service with the Council.



Recognising committed staff

Data centre modernisation

St Kilda Town Hall has successfully modernised its data centre, relocating to an industry-standard facility. This upgrade brings increased flexibility, security, and scalability to the Council's IT infrastructure, allowing for efficient resource management and accommodation of future

needs. The modernised data centre also emphasises energy efficiency, redundancy, and improved monitoring capabilities, reflecting a strategic commitment to align with contemporary best practices in IT infrastructure management.

Election Period Policy

In preparation for the 2024 Local Government Elections, Council endorsed the [Election Period Policy](#).

The election period starts from the last day nominations to be a candidate for the election can be received and ends at 6pm on election day. During this time, Council will go into caretaker mode, ensuring it avoids actions and decisions which could be seen to be influencing voters or which will have a significant impact on the incoming Council.

The Election Period Policy details what decisions can and cannot be made in the lead up to the election. All City of Port Phillip Councillors, officers, and Council candidates are required to comply with the policy.

Service spotlight: customer experience

Local customer experience improvement plans

Plans have been implemented for the first wave of teams with a focus on improving customer maturity regarding cultural practices such as customer shares, mechanics for reviewing requests and updating the website.

Request Management System enhancements

Enhancements have been made to Council's Request Management System to support changes in internal processes and feedback from our customers.

Website readability report

Bi-annual reporting focused on improvement areas to enhance customer usability.

Planning and building enhancements

Continued enhancements ensuring easier processes for our customers and our staff in applying and managing their applications.

Service spotlight: governance, risk and policy

Public Transparency Policy

Council endorsed the reviewed [Public Transparency Policy](#) on 6 December 2023.

The purpose of the policy is to:

- outline the type of information we will make publicly available and how
- support good governance and accountability
- provide greater clarity around Council decision making
- ensure compliance with section 57 of the *Local Government Act 2020* to adopt and maintain a public transparency policy.

Service spotlight: people, culture and capability

Key achievements for the quarter include:

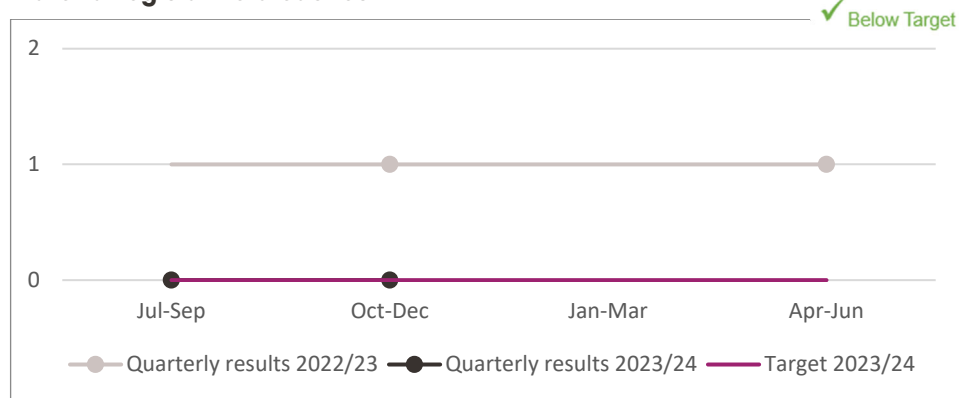
- the annual Employee Survey was conducted between 20 November and 1 December 2023
- a Team Leader forum was held with Council operational leaders with focus on the Council Plan and Strategic Directions
- the Next Generation Leaders program, launched in November 2023, is a comprehensive 9 month program designed to grow, stretch and accelerate the leadership practice of our Coordinators, Heads of, and other selected roles within the City of Port Phillip.

Service spotlight: technology

Information Management Transformation Project is taking a phased approach to improving management of information at CoPP. It involves updating Information management strategy, technological architecture, guidelines, supporting material and practices. The focus in this quarter includes:

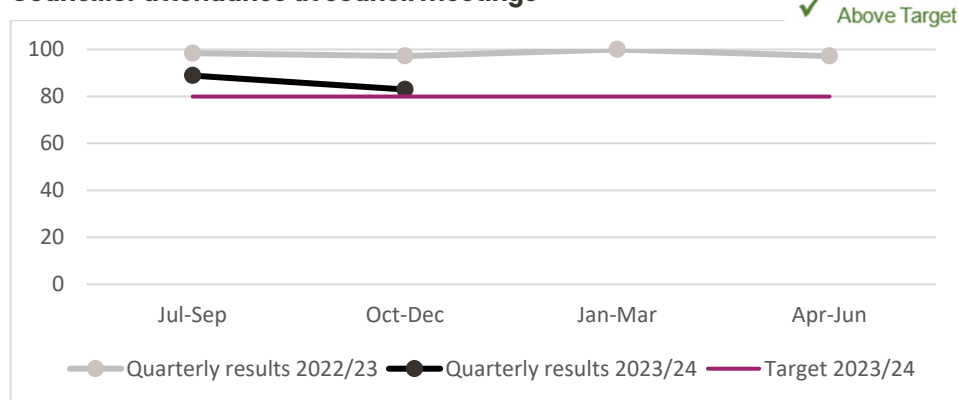
- commenced of a pilot with participating business units
- the team working closely with consultants to ensure the project is tailored to City of Port Phillip.

Material legislative breaches



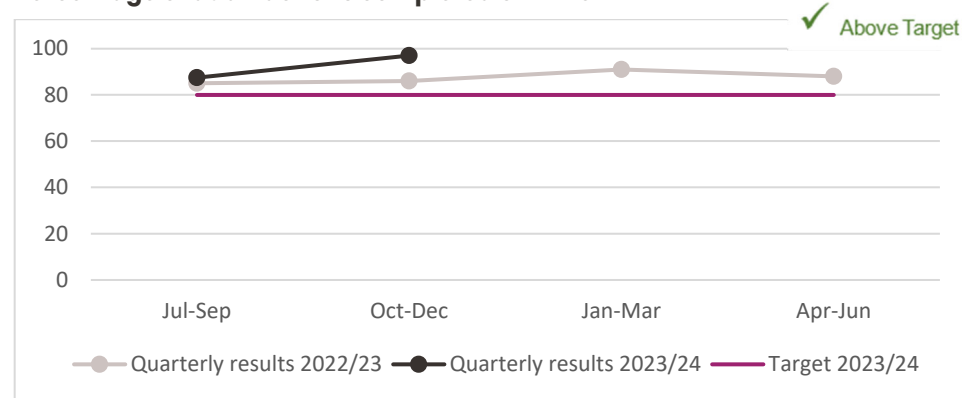
There were no material legislative breaches for quarter two 2023/24, consistent with the target and the result for the same period last year.

Councillor attendance at council meetings



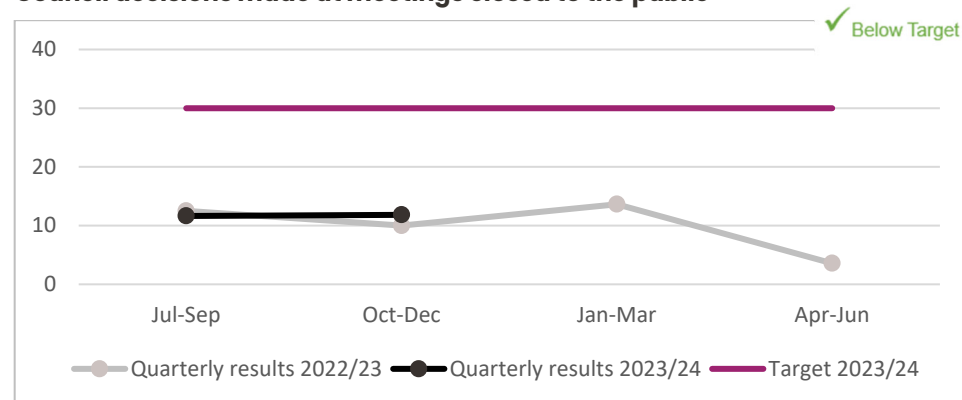
Councillor attendance at council meetings remains better than target of 80 per cent or greater for quarter two 2023/24 (93 per cent) but is slightly lower than for the same period of the previous year. The result in 2023/23 is mainly due to the three apologies received from three Councillors for the 14 December Planning Committee Meeting. Councillor attendance at council meetings is consistently above target.

Percentage of audit actions completed on time



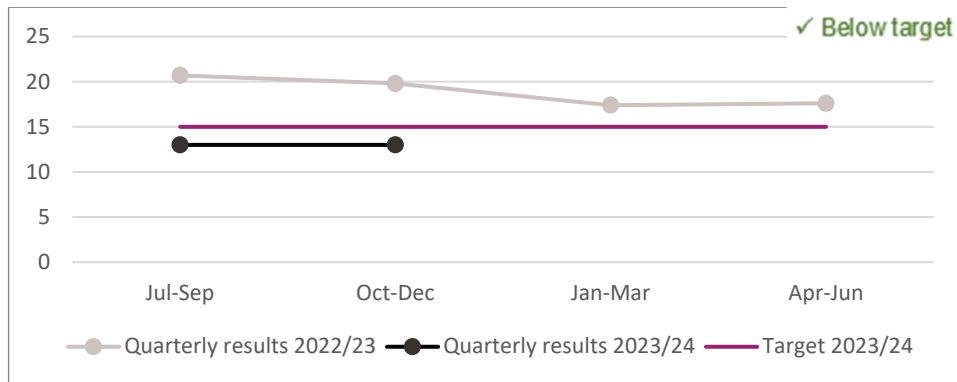
For quarter two 2023/24, 97 per cent of audit actions completed on time. Performance of this measure is better than the target of 80 per cent.

Council decisions made at meetings closed to the public



In quarter two 2023/24, 76 Council decisions were made at meetings with nine of these decisions (12 per cent) made at meetings closed to the public. As a lower percentage is better for this measure, the target of 30 per cent of decisions or less made at meetings closed to the public is achieved for the quarter. An internal confidential review process has been put in place to assess the confidentiality of all Council reports.

Staff turnover (rolling 12 month average)



Our turnover rate remains consistent, with the twelve month average at 13 per cent. This is an improvement from December 2022, when the twelve month average was 19.8 per cent.

Project portfolio summary

Overall status



Portfolio status trend

	12 mnth average	Oct-23	Nov-23	Dec-23
On track	68%	73%	70%	68%
At risk	20%	16%	18%	21%
Off track	10%	8%	11	11
No report	2%	3%	1%	0%

Portfolio financial performance

	# of Projects	YTD Actuals (\$m)	YTD Forecast (\$m)	YTD Variance (\$m)	Annual Forecast (\$m)	Annual Budget (\$m)	Annual Variance (\$m)
Capital	127	13.6	16.4	2.8	62.8	56.8	6.0
Operating	43	5.1	5.3	0.2	13.8	14.2	(0.4)
Total	170	18.7	21.7	3.0	76.6	71.0	5.6

December 2023 Changes

Forecast change	<p>The December monthly forecast dropped from \$4.2m to \$3.7m as a result of rephasing based on approved documents and contractor schedules for projects in construction.</p> <p>Major changes included:</p> <ul style="list-style-type: none"> South Melbourne Town Hall Renewal Upgrade deferral to 24/25 of \$4.2M- \$280k monthly impact Human Resource and Payroll Systems (\$210K)
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Financial update

As at 31 December 2023 the full year forecast for 2023/24 is a cumulative cash surplus of \$0.1 million representing a \$0.06m net increase since November. This minor increase was caused by the receipt of capital grants slightly above forecasted expectations.

The decrease to the full year cash surplus compared to budget was predominantly caused by the inclusion of a provision for the partial return of government funding for aged care services as a result of service delivery challenges impacting the achievement of contracted performance targets.

There are several factors that have impacted Council's ability to deliver aged care service targets including the implementation of the Aged Care Reforms as the Federal Governments moves to a competitive marketplace reducing the

volume of service referrals that Council receives, industry resourcing challenges, and the growing cost of delivering services above funding rates.

In addition to this, the surplus has been further reduced due to the re-instatement of budget for contracted parking ticket machine maintenance as budgeted efficiencies were not achieved through procurement of a new contract. As a result, the existing contract for parking machine maintenance has been extended and procurement will be reconsidered.

Additional spend was approved for the St Kilda Triangle engagement and market testing and feasibility works at Fishermans Bend Gymnastics Club. There has also been a reduction in street occupation fees caused by declining building activity in the municipality.

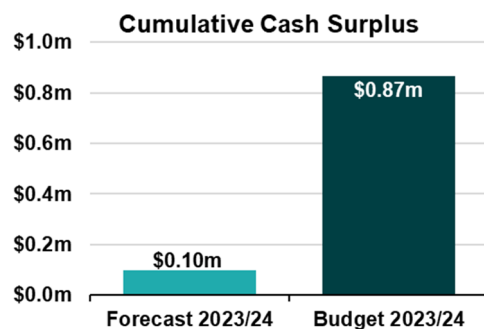
These unfavourable movements have been partially offset by an increase grant income, additional supplementary rates, and increased interest income because of higher than anticipated cash available for investment and higher investment returns.

Forecast Open Space Developer Contributions has been reduced by \$2.40m for 2023/24. This has been caused by a reduction in subdivision activity and the rise in 'build to rent' development which does not trigger an Open Space Contribution. Build to rent developments have already resulted in \$4.8m foregone contributions.

Summarised Income Statement Converted to Cash

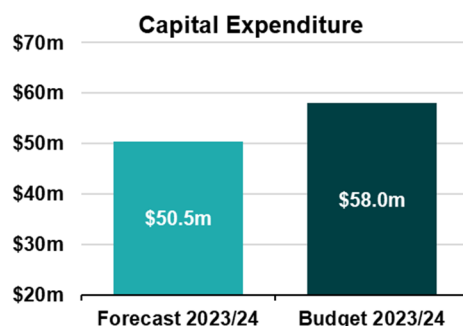
	Year to Date				Full Year			
	Actual (\$,000's)	Forecast (\$,000's)	Variance (\$,000's)	%	Forecast (\$,000's)	Budget (\$,000's)	Variance (\$,000's)	%
Total Income	128,499	129,588	(1,089)	(1%)	259,475	261,944	(2,469)	(1%)
Total Expenses	110,430	109,961	(469)	0%	253,543	251,545	(1,998)	(1%)
Operating Surplus/ (Deficit)	18,069	19,627	(1,558)	(8%)	5,932	10,399	(4,467)	(43%)
Income Statement Converted to Cash								
Capital Expenditure	(12,746)	(15,546)	2,800	18%	(50,486)	(57,972)	7,486	13%
Non-cash operating items	12,134	12,547	(412)	(3%)	33,106	32,251	855	3%
Financing Items	(679)	(1,083)	404	37%	(2,158)	(2,233)	75	3%
Net Reserves Movement	0	0	0	0%	5,318	10,049	(4,731)	(47%)
Current Year Cash Surplus/(Deficit)	16,778	15,454	1,233	8%	(8,288)	(7,506)	(782)	(10%)
Opening cash surplus balance	8,386	8,386	0	0%	8,386	8,370	16	0%
Accumulated Cash Surplus	25,164	23,931	1,233	5%	98	864	(766)	(89%)

Income Statement



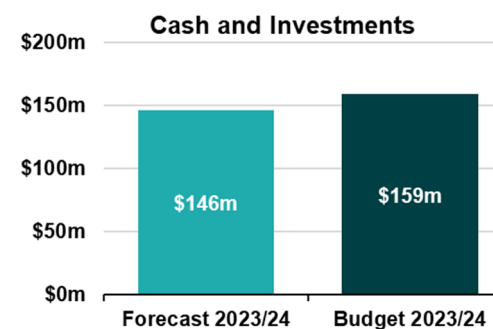
The decrease in the cash surplus is due to provision for return of government funding for aged care due to service delivery challenges in meeting contracted targets, the re-instatement of parking machine maintenance budget due efficiencies not being achieved through external procurement, St Kilda Triangle market testing, feasibility works at Fishermans Bend Gymnastics Club and a decrease in development activity reducing income for permits relating to street occupations. This has been partially offset by an increase in grant income, additional supplementary rates and interest income.

Capital Works



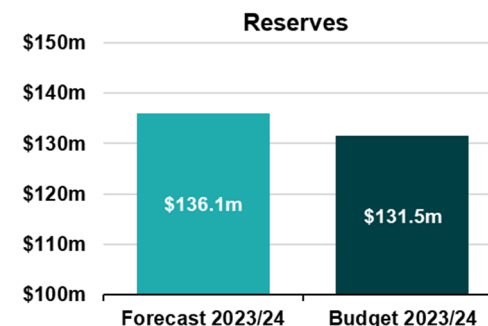
The decrease in capital expenditure is due to net capital project deferrals to 2023/24 and future years. Project deferrals have been caused by various factors including limited availability of project managers, supply chain issues (initially due to the pandemic and more recently from global conflict) and external approval processes.

Cash and Investments



The forecast cash and investments balance has decreased due to increased receivables projected during 2023/24 and a decrease in anticipated developer contributions. Despite this, Council's return on investment Key Performance Indicators and Corporate Social Responsibility targets were achieved. Over \$130m of the cash and investments balance is held in reserves and therefore tied or allocated to specific delivery of projects and services (e.g., open space developer contributions, project deferrals and specific grants).

Reserves



Council reserves have increased predominately due to project deferrals to 2024/25 and future years. This has been partially offset by the anticipated reduction in open space developer contributions (funds ringfenced in reserves). While the balance of reserves appears significant, these funds are held for specific purposes and will help to fund the significant capital portfolio over the next ten years.



City of Port Phillip

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9. INCLUSIVE PORT PHILLIP

9.1 *Aged Care Reforms Future Model for Endorsement*43

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9.1 AGED CARE REFORMS FUTURE MODEL FOR ENDORSEMENT

EXECUTIVE MEMBER: TARNYA MCKENZIE, INTERIM GENERAL MANAGER,
COMMUNITY WELLBEING AND INCLUSION

PREPARED BY: BRIDGET MONRO-HOBBS, MANAGER COMMUNITY SERVICES

1. PURPOSE

- 1.1 To seek Council endorsement to implement a new model for aged care service delivery referred to as the "Village Model."

2. EXECUTIVE SUMMARY

- 2.1 The final report of the Royal Commission into Aged Care Quality and Safety was handed to the Commonwealth Government on the 26 February 2021 and made public on 1 March 2021. These changes were to be implemented fully by July 1, 2025; however, it was announced in December 2023 that the changes will now not be implemented until 1 July 2027, at the earliest.
- 2.2 A new aged care model will replace the Commonwealth Home Support Program (CHSP) and will be known as the Support at Home Program (SHP). The SHP will bring together the Home Care Package Program (HCP), the Short-Term Restorative Care (STRC) Program and the CHSP providing a single home care program. Although the CHSP changeover has been postponed, from 1 July 2027, the SHP will still replace the existing HCP and STRC programs.
- 2.3 The key features of the reformed aged care system will be increased client choice and control, individualised funding that is portable and a nationally consistent assessment, service provision and funding model.
- 2.4 Council currently provides a range of entry level aged care services under the CHSP. There will be changed requirements for providers of funded services as the transition to the new SHP program.
- 2.5 CHSP providers must indicate their intention or otherwise to deliver CHSP/SHP services with enough time to ensure appropriate transition arrangements are in place if relinquishing the delivery of any services back to the Commonwealth.
- 2.6 Offices have reviewed the requirements under the SHP, community need and Council's capacity and after analysing several delivery options developed a proposed model to deliver aged care services post 1 July 2024, referred to as the Village model. The proposed model was provided for client, community, and staff consultation in November/December 2023.
- 2.7 Council had already commenced client, community, and staff engagement on a proposed service delivery model prior to the announcement of the extension of the date for implementation of SHP. The engagement process continued through November/December and was completed in mid-December 2023.
- 2.8 The Commonwealth indicated that the delay of the implementation of the SHP will not affect the implementation of the new national single assessment model on 1 July 2024 which replaces the Regional Assessment Service (RAS). Council is currently funded to deliver a RAS on behalf of the Commonwealth.

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- 2.9 Council will cease the delivery of the RAS as of 30 June 2024 in line with the contract.

Councils Current Services

- 2.10 Currently, Council is funded \$3.6m, for the financial year ending 30 June 2024 to deliver in-home and community-based services. These services include domestic assistance, personal care, respite care, delivered meals, social support (group), social support (individual), transport, property maintenance and home modifications. This support is provided to approximately 650 older people and is currently grant funded.
- 2.11 Council also attracts \$0.7m in HACC-PYP State funding for the financial year ending 30 June 2024 to deliver in-home and community-based services that support approximately 55 people who are under 65 years of age and who have a disability but are not eligible for the National Disability Insurance Scheme (NDIS).
- 2.12 Any decision Council makes about the CHSP will also impact on the delivery of HACC-PYP service delivery due to shared staffing and systems.
- 2.13 Council is also funded to deliver a Regional Assessment Service (RAS) which is contracted to June 30, 2024.
- 2.14 Currently, Council is not meeting its service delivery targets under the CHSP, and it is projected that by June 30, 2024, the under delivery would be in the order of 1.7 million dollars. The reasons for this are due to our inability to meet the referrals for basic services, lack of workforce capacity and an inefficient service delivery model.

Implications of the Aged Care Reforms.

- 2.15 The Age Care reforms mean that, particularly in Victoria due to Local Government being the primary deliverer of CHSP services, there are significant impacts on Council's ability to stay in the delivery of some services. These changes are that funding for in-home services will transition from block funding to funding in arrears for services delivered, there are increased quality and safety and reporting requirements, a need to change business systems and adjust to new payment arrangements, creation of a demand driven marketplace and competitive neutrality requirements. SHP service providers will need to deliver a broader suite of support services to the full continuum of clients, from entry level through to high needs.
- 2.16 Council remains committed to supporting older members of the community to age well in the City of Port Phillip. The introduction of the SHP has driven a need for Council to review the way it delivers services to ensure they are sustainable, efficient and deliver best value for the community. As such in February 2023 Council commenced an Aged Care Review project.
- 2.17 The Aged Care Review project undertook a detailed review of the aged care reforms, the requirements under the new SHP, Council current performance and capacity, community utilisation and need for services, the future service environment, and Councils readiness to compete, local aged care market and national age care trends and challenges. Detailed discussions were also held with both the Commonwealth and State Governments about future service deliver requirements.

Service Delivery Model Options

- 2.18 Three service deliver models were explored in detail were:
- "Stay in" the direct delivery of current services.

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- Develop a new sustainable, effective, and efficient service delivery model- “Village model.”
- “Exit” all services both in-home and community-based services.

Option Analysis

- 2.19 “**Stay in**” the direct delivery of current services- in-home and community-based services beyond 30 June 2024 which would include provision of State, Commonwealth and Council funded services and the need to meet changed funding requirements under the Support at Home Program and offer an extended range of services. (See Appendix 1. for details).
- 2.19.1 The work of the Aged Care Reform Project has identified that Council is not well placed to continue to deliver in-home services under SHP and would need to invest significant amounts of time and resource on business improvement activities and quality safety standards and payment systems to be able to offer the required range of services- entry level to complex care.
- 2.19.2 The key hurdles that Council has in fully participating in SHP would be completing in a competitive marketplace. Current costs of service, levels of cross-subsidy, inefficient service delivery model and inability to acquire and retain staff to meet requirements to deliver entry level services through to high care would be prohibitive.
- 2.19.3 Council current workforce, systems and service delivery model would not meet the new funding requirements under the SHP. Council would require the development of a new service delivery model which would cost an estimated \$1.42m annually. This is an additional \$1.07m to the current Community Service budget of \$0.35m included in the long-term financial plan. This does not include the cost to transition to a new delivery model which has been estimated at \$0.50m in the first instance with the expectation that additional investment would be required for payment systems.
- 2.19.4 Redundancy payments totaling approximately \$0.64m would also be required to restructure teams to improve the efficiency of service delivery.
- 2.19.5 As the RAS service is due to conclude on June 30 2024, staff redundancy payments need to be factored into all possible service models (Stay in, Village or Exit service delivery). RAS staff redundancy payments are estimated at \$0.33m.
- 2.19.6 Based on the analysis above the “stay in” model was not recommended.
- 2.20 A **sustainable and efficient service delivery model** was developed known as the “**Village Model**.” This model includes the continued delivery of some Council, State and Commonwealth funded services and the exit out of the provision of services which can be better delivered by local specialised aged care providers contracted by the Commonwealth, as well as the introduction of a new service. (See Appendix 2. for details).
- 2.20.1 The “Village Model” includes:
- a. Continuing to deliver Commonwealth and State funded community-based services (community transport, meals, and social connection programs).
 - b. Funding a hop on hop off bus service and implements a new service known as a Community Connector.



- c. Ceases delivering both Commonwealth and State funded in-home services (domestic assistance, personal care, respite care, individual shopping assistance, property maintenance and home modifications).
- 2.20.2 The proposed Community Connector service is seen as an important part of the Village model to ensure that older people have a single point of contact that supports navigating the aged care service system and to link them into the other services, supports and activities regardless of who funds or provides them.
- 2.20.3 The proposed “Village Model” is estimated to cost \$0.42m per annum, an additional \$0.07m to the Community Service budget of \$0.35m which is in the ten-year financial plan. This annual \$0.42m investment would support the continuation of the Council funded hop on hop off bus service, the implementation of the Community Connector service and support team to administer the service delivery model.
- 2.20.4 The Village model in its first year will incur additional \$0.36m as service are developed and retained services are expanded to achieve economies of scale.
- 2.20.5 Additional to these transition costs would be costs associated with assisting clients receiving in-home services that would be relinquished back to the Commonwealth to move to specialist aged care providers. The Commonwealth have indicated they would fund reasonable transition cost, this does not include staff redundancy costs associated with a changed service deliver model.
- 2.20.6 A dedicated transition team would be established to support the management of client transition to a Commonwealth contracted provider. It’s estimated that transition of clients would take approximately 3-4 months. Costs incurred would be reimbursed by the Commonwealth Government. Client transition costs are estimated at \$0.65m.
- 2.20.7 The Village model will need a reduced staffing structure. Redundancy costs of \$1.81m million are estimated for the Aged Access and RAS team based on the new model being implemented by September 2024 and cessation of the RAS contract.
- 2.20.8 The Village model is recommended as the service delivery model for future service provision for older people. It is sustainable, efficient, effective, and seen as substantial value.
- 2.21 An “Exit” option was also explored. This would involve exiting from the provision of all services both in-home and community-based services. This would include State, Commonwealth and Council funded services. (See Appendix 3. for details).
 - 2.21.1 This model proposes exiting all direct service provision for older people. This would require a strong and robust transition plan to ensure staff, and clients have a smooth and seamless transition.
 - 2.21.2 Costs associated with this model would include redundancy costs of \$2.25m.
 - 2.21.3 A dedicated transition team would be established to support the management of client transition to a Commonwealth contracted provider. It’s estimated that transition of clients would take approximately 3-4 months. Any costs incurred would be reimbursed by the Commonwealth Government. Client transition costs are estimated at \$0.65m.



- 2.21.4 Exiting the delivery of all services was not considered to be an appropriate course of action for Council given its commitment to older people in the community and to the Positive Ageing Strategy.

Engagement and Consultation

- 2.22 At the Council meeting on the 1 November 2023 endorsement was provided to commence a formal consultation process with clients, community, staff, and unions on the proposed new service deliver model for older people- the "Village Model".
- 2.23 Engagement on the Village model occurred between the 8 November and the 10 December 2023. The purpose of this engagement was to talk with clients, staff, and the community more broadly about the age care reforms and the impact they are having on Council's ability to continue to deliver in-home services and to introduce the proposed Village model for feedback.
- 2.24 In total 650 participants provided feedback. More than 90% of respondents were aged 60 or over, with most aged 70-84 years (51.2%). 75% of the respondents currently receive Council services. (See Appendix 4. for full Engagement report).
- 2.25 Council also received two formal submissions from the Older Persons Advisory Committee (See Appendix 5.) and Progressive Port Phillip (See Appendix 6.).
- 2.26 The consultation provided strong insights into the importance of transition arrangements and continuity of care in services that are transferred, the importance of quality approved panel providers, their ability to reflect the diversity of the CoPP community, be cost effective and to offer a range of quality services. The foundational role of the Community Connector service to the success of the Village model and the importance of social connection were also key themes.
- 2.27 Given the significance of the Village model on service delivery and staffing a formal change process was undertaken.
- 2.28 In alignment with the City of Port Phillip Enterprise Agreement 2022 a formal change process commenced on 8 November 2023 through to the 10 December 2023.
- 2.29 45 staff participated in group and individual meetings to discuss the Village model proposal and staff structure implications. Staff feedback was also insightful, providing information on operational arrangements that were not well represented in the change proposal and transition planning.
- 2.30 The Australian Services Union (ASU) provided written feedback and express their concern about the proposed changes.
- 2.31 At key stages of the development of options for service delivery, high level discussions were held with key stakeholders regarding Councils ongoing role in the provision of direct services to older people including funded services under SHP.
- 2.32 There have also been ongoing discussions with the Commonwealth as more details have been released about the SHP and its funding framework and transition options.
- 2.33 Officers from the Commonwealth have worked closely with Council officers to provide advice and guidance on the proposed model and transition arrangements that can be put in place should Council choose to endorse the Village model and relinquish any services.



Recommendations

- 2.34 Based on the extensive analysis of the proposed models, the robust client, staff, and community consultation process it is recommended that Council endorse the Village Model for implementation.

3. RECOMMENDATION

That Council:

- 3.1 Acknowledges the ongoing commitment to supporting older people to age positively in our community.
- 3.2 Notes that the Commonwealth Aged Care Reforms drive a need for Council to review the way it delivers services to older people to ensure it is viable, relevant, efficient, and demonstrates best value to the community.
- 3.3 Notes the feedback from staff, clients, community, advisory committees, community groups and unions received through the formal consultation process has informed and shaped the recommended future model of service delivery- the Village model.
- 3.4 Endorsed the implementation of the Village.
 - 3.4.1 Endorses the relinquishment of Commonwealth Home Support Program (CHSP) funded in-home support services (domestic assistance, personal care, respite care, social support -individual, property maintenance and home modifications) back to the Commonwealth.
 - 3.4.2 Approves notifying the Commonwealth of Council's intention to relinquish CHSP in-home services and our commitment to work together to ensure a smooth transition for clients to Commonwealth approved providers.
 - 3.4.3 Continues to deliver Commonwealth Home Support Program (CHSP) funded community-based services which include delivered meals, transport, and social connection programs.
 - 3.4.4 Approves notifying the State of Council's intention to relinquish HACC/PYP funded in-home support services (domestic assistance, personal care, respite care, social support -individual) back to the State.
 - 3.4.5 Continues to fund and deliver the hop on hop off bus service.
 - 3.4.6 Establishes a Community Connector service that will provide older people with a single point of contact to support them to navigate the aged care service system and access other activities and supports in the city to assist them to age well.
 - 3.4.7 Approves an annual budget of \$0.42m in the 10-year financial plan which is an increase of \$0.065k in the Community Services budget and includes the establishment of the Community Connector roles.
 - 3.4.8 Approves one off business transition costs of \$0.36m in the 2024/25 financial year for business improvement activities to establish the Village Model, in addition to the annual recurring budget of \$0.42m.
 - 3.4.9 Notes that \$1.81m one-off transition costs incurred by the relinquishment of funded in-home support services will be considered as part of the budget 2024/25 development.

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3.4.10 Approves the implementation of the Village model by no later than September 2024.

3.5 Notes that the Regional Assessment Service (RAS) will cease on the 30 of June 2024 at the conclusion of the contract with the Commonwealth.

4. KEY POINTS/ISSUES

Aged Care Background

- 4.1 The final report of the Royal Commission into Aged Care Quality and Safety was handed to the Commonwealth Government on the 26 February 2021 and made public on 1 March 2021. These changes were to be implemented fully by 1 July 2025; however, it was announced in December 2023 that the changes will now not be implemented until 1 July 2027, at the earliest.
- 4.2 A new aged care model will replace the Commonwealth Home Support Program (CHSP) and will be known as the Support at Home Program (SHP). The SHP will bring together the Home Care Package Program (HCP), the Short-Term Restorative Care (STRC) Program and the CHSP providing a single home care program. Although the CHSP changeover has been postponed, from 1 July 2027, the SHP will still replace the existing HCP and STRC programs.
- 4.3 The key features of the reformed aged care system will be increased client choice and control, individualised funding that is portable and a nationally consistent assessment, service provision and funding model.
- 4.4 Council currently provides a range of entry level aged care services under the CHSP. There will be changed requirements for providers of funded services as the transition to the new SHP program.
- 4.5 CHSP providers must indicate their intention or otherwise to deliver CHSP/SHP services with enough time to ensure appropriate transition arrangements are in place if relinquishing the delivery of any services back to the Commonwealth.
- 4.6 Offices have reviewed the requirements under the SHP, community need and Council's capacity and after analysing several delivery options developed a proposed model to deliver aged care services post 1 July 2024, referred to as the Village model. The proposed model was provided for client, community, and staff consultation in November/December 2023.
- 4.7 Council had already commenced client, community, and staff engagement on a proposed service delivery model prior to the announcement of the extension of the date for implementation of SHP. The engagement process continued through November/December and was completed in mid-December 2023.
- 4.8 The Commonwealth indicated that the delay of the implementation of the SHP will not affect the implementation of the new national single assessment model on 1 July 2024 which replaces the Regional Assessment Service (RAS). Council is currently funded to deliver a RAS on behalf of the Commonwealth.
- 4.9 Council will cease the delivery of the RAS as of 30 June 2024 in line with the contract.

Councils Current Services

- 4.10 Currently, Council is funded \$3.6m, for the financial year ending 30 June 2024 to deliver in-home and community-based services. These services include domestic

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assistance, personal care, respite care, delivered meals, social support (group), social support (individual), transport, property maintenance and home modifications. This support is provided to approximately 650 older people and is currently grant funded.

- 4.11 Council also attracts \$0.7m in HACC-PYP State funding for the financial year ending 30 June 2024 to deliver in-home and community-based services that support approximately 55 people who are under 65 years of age and who have a disability but are not eligible for the National Disability Insurance Scheme (NDIS).
- 4.12 Any decision Council makes about the CHSP will also impact on the delivery of HACC-PYP service delivery due to shared staffing and systems.
- 4.13 Council is also funded to deliver a Regional Assessment Service (RAS) which is contracted to June 30, 2024.
- 4.14 Currently, Council is not meeting its service delivery targets under the CHSP, and it is projected that by June 30, 2024, the under delivery would be in the order of 1.7 million dollars. The reasons for this are due to our inability to meet the referrals for basic services, lack of workforce capacity and an inefficient service delivery model.
- 4.15 It is also based on the fact that with the introduction of the My Aged Care portal and an increasing number of providers moving into delivering services within the CoPP, that referral rates for services such as personal care and respite care have significantly decreased as older people are choosing providers that can provide the full spectrum of services. This is from entry level to higher need. Many specialists aged care providers also offer pathways into residential care. Council offers entry level services only.

Impact of the Aged care Reforms

- 4.16 These Aged care reforms mean that, particularly in Victoria due to Local Government being the primary deliverer of CHSP services, there are significant impacts on Council's ability to stay in the delivery of some services. These changes are that funding for in-home services will transition from block funding to funding in arrears for services delivered, there are increased governance and reporting requirements, a need to change business systems and adjust to new payment arrangements, creation of a demand driven marketplace and competitive neutrality requirements. SHP service providers will need to deliver a broader suite of support services to the full continuum of clients, from entry level through to high care.
- 4.17 Council remains committed to supporting older members of the community to age well in the City of Port Phillip. The introduction of the SHP has driven a need for Council to review the way it delivers services to ensure they are sustainable, efficient and deliver best value for the community. As such in February 2023 Council commenced an Aged Care Review project.
- 4.18 The Aged Care Review project undertook a detailed review of the aged care reforms, the requirements under the new SHP, Council current performance and capacity, community utilisation and need for services, the future service environment, and Council's readiness to compete, local aged care market and national age care trends and challenges. Detailed discussions were also held with both the Commonwealth and State Governments about future service deliver requirements.

Service Delivery Model Options

- 4.19 Three service deliver models were explored in detail:
 - "Stay in" the direct delivery of current services.

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- Develop a new sustainable, effective, and efficient service delivery model- “Village model.”
- “Exit” all services both in-home and community-based services.

Option Analysis

- 4.20 **“Stay in”** the direct delivery of current services- in-home and community-based services beyond 30 June 2024, which would include provision of State, Commonwealth and Council funded services and the need to meet changed funding requirements under the Support at Home Program and offer an extended range of services. (See Appendix 1. for details).
- 4.20.1 The work of the Aged Care Reform Project has identified that Council is not well placed to continue to deliver in-home services under SHP and would need to invest significant amounts of time and resource on business improvement activities and quality safety standards and payment systems to be able to offer the required range of services- entry level to complex care. .
- 4.20.2 The key hurdles that Council has in fully participating in SHP would be completing in a competitive marketplace. Current costs of service, levels of cross-subsidy, inefficient service delivery model and inability to acquire and retain staff to meet requirements to deliver entry level services through to high care would be prohibitive.
- 4.20.3 Council current workforce, systems and service delivery model would not meet the new funding requirements under the SHP. Council would require the development of a new service delivery model which would cost an estimated \$1.42m annually. This is an additional \$1.07m to the current Community Service budget of \$0.35m included in the long-term financial plan. This does not include the cost to transition to a new delivery model which has been estimated at \$0.50m in the first instance with the expectation that additional investment would be required for payment systems.
- 4.20.4 Redundancy payments totaling approximately \$0.64m would also be required to restructure teams to improve the efficiency of service delivery.
- 4.20.5 As the RAS service is due to conclude on 30 June 2024, staff redundancy payments need to be factored into all possible service models (Stay in, Village or Exit service delivery). RAS staff redundancy payments are estimated at \$0.33m.
- 4.20.6 Based on the analysis above the “stay in” model was not recommended.
- 4.21 **A sustainable and efficient service delivery model** was developed known as the **“Village Model.”** This model includes the continued delivery of some Council, State and Commonwealth funded services and the exit out of the provision of services which can be better delivered by local specialised aged care providers contracted by the Commonwealth, as well as the introduction of a new service. (See Appendix 2. for details).
- 4.21.1 The “Village Model” includes:
- a. Continuing to deliver Commonwealth and State funded community-based services (community transport, meals, and social connection programs).
 - b. Funding a hop on hop off bus service and implements a new service known as a Community Connector.



- c. Ceases delivering both Commonwealth and State funded in-home services (domestic assistance, personal care, respite care, individual shopping assistance, property maintenance and home modifications).
- 4.21.2 The proposed Community Connector service is seen as an important part of the Village model to ensure that older people have a single point of contact that supports navigating the aged care service system and to link them into the other services, supports and activities regardless of who funds or provides them.
- 4.21.3 The proposed "Village Model" is estimated to cost \$0.42m per annum, an additional \$0.065K to the Community Service budget of \$0.35m which is in the ten-year financial plan. This annual \$0.42m investment would support the continuation of the Council funded hop on hop off bus service, the implementation of the Community Connector service and support team to administer the service delivery model.
- 4.21.4 The Village model in its first year will incur additional \$0.36m as services are developed and retained services are expanded to achieve economies of scale.
- 4.21.5 Additional to these transition costs would be costs associated with assisting clients receiving in-home services that would be relinquished back to the Commonwealth to move to specialist aged care providers. The Commonwealth have indicated they would fund reasonable transition cost, this does not include staff redundancy costs associated with a changed service deliver model.
- 4.21.6 A dedicated transition team would be established to support the management of client transition to a Commonwealth contracted provider. It's estimated that transition of clients would take approximately 3-4 months. Any costs incurred would be reimbursed by the Commonwealth Government. Client transition costs are estimated at \$0.65m.
- 4.21.7 The Village model will need a reduced staffing structure. Redundancy costs of \$1.81m are estimated for the Aged Access and RAS team based on the new model being implemented by September 2024 and cessation of the RAS contract.
- 4.21.8 The Village model is recommended as the service delivery model for future service provision for older people. It is sustainable, efficient, effective, and seen as good value.
- 4.22 An "Exit" option was also explored. This would involve exiting from the provision of all services both in-home and community-based services. This would include State, Commonwealth and Council funded services. (See Appendix 3. for details).
 - 4.22.1 This model proposes exiting all direct service provision for older people. This would require a strong and robust transition plan to ensure staff, and clients have a smooth and seamless transition.
 - 4.22.2 Costs associated with this model would include redundancy costs (incl. outplacement) of \$2.25 million.
 - 4.22.3 A dedicated transition team would be established to support the management of client transition to a Commonwealth contracted provider. It's estimated that transition of clients would take approximately 3-4 months. Costs incurred would be reimbursed by the Commonwealth Government. Client transition costs are estimated at \$0.65m.



- 4.22.4 Exiting the delivery of all services was not considered to be an appropriate course of action for Council given its commitment to older people in the community and to the Positive Ageing Strategy.

5. CONSULTATION AND STAKEHOLDERS

Engagement and Consultation

- 5.1 At the Council meeting on the 1 November 2023 endorsement was provided to commence a formal consultation process with clients, community, staff, and unions on the proposed new service deliver model for older people- the "Village Model".
- 5.2 Engagement on the Village model occurred between the 8 November and the 10 December 2023. The purpose of this engagement was to talk with clients, staff, and the community more broadly about the age care reforms and the impact they are having on Council ability to continue to deliver in-home services and to introduce the proposed Village model for feedback.
- 5.3 It also aimed to collect specific and general feedback on the proposal Village model any concerns or ideas for improvement as well as what elements would be important for future support of older people to age well at home.
- 5.4 In total 650 participants provided feedback. More than 90% of respondents were aged 60 or over, with most aged 70-84 years (51.2%). 75% of the respondents currently receive Council services.
- 5.5 A primary principle for the engagement was that we heard from as many clients as possible and ensured that we were flexible in how we supported older people to participate in the engagement process. (See Appendix 4. for full Engagement report)

Client, Community and Advisory Committees Engagement

- 5.6 A range of activities and engagement opportunities were utilised to let community and clients know about the proposed changes to aged care services deliver model and to provide opportunities for feedback on the Village model (see Appendix 4. for Engagement Summary Report).
- 5.7 Information and engagement opportunities on the Village model included:
- 5.7.1 Eight hundred and eighteen letters were sent to clients advising of the proposed service model and providing a frequently asked questions document and advising of the survey.
- 5.7.2 Survey seeking feedback on the model and other considerations for Council in the provision of aged care services. Surveys were available in both online and paper forms and were translated into thirteen languages. Hard copies were sent to all clients currently receiving Councils in-home services.
- 5.7.3 A Have Your Say web page was set up to provide details of the engagement opportunities and proposed changes.
- 5.7.4 Information was made available in public places such as local libraries and Neighbourhood houses.
- 5.7.5 Three newsletters were produced.
- 5.7.6 Social media posts were used to advise of opportunities for engagement.
- 5.7.7 Eight neighbourhood pop up conversations where staff were available to discuss the proposed changes to the aged care service deliver model.



- 5.7.8 Three drop-in sessions were held at libraries for clients and interested people. These were 2-hour information session.
- 5.7.9 Three visits to seniors' groups and clubs were undertaken to provide opportunities for feedback and discussion.
- 5.7.10 Five sessions were also held with key Council advisory committees.
- 5.8 The key themes from the consultation process included:
 - 5.8.1 The need for quality assurance (29%) - need for any change in service to be carefully managed.
 - 5.8.2 Issues to manage (18%) - related to quality assurance but also the concern for the impact on staff and the loss of meaningful relationships between clients and staff.
 - 5.8.3 The value placed on Council services (17%) - the type of service that is valued now and into the future.
 - 5.8.4 Affordability of services (13%) – the need to consider carefully cost of service and impact on clients.
 - 5.8.5 Managing the change (11%) – the importance of carefully manage any transition to new providers.
 - 5.8.6 Resistance to change (11%) – prefer no change, concern about worse outcome for clients.
- 5.9 Respondents also provided feedback on what service, activities and information would be important for older people to be connected into Port Phillip, how they would like to access information and services and other areas for consideration for council to support older people to live independently a home.
- 5.10 Neighbourhood pop up sessions provided more opportunity to discuss the proposed Community Connector service. This was seen as an important part of delivering a successful service to support older people. Having a trusted point of contact to link people into services, activities, and information across the city regardless of who provided or fund the service was seen as critical. Many also spoke of the complexities of navigating My Aged Care particularly if English was not a first language.
- 5.11 25 % of respondent to the survey also outlined the importance of access to information and the desire to be kept up to date on local activities.
- 5.12 Through the consultation process two submissions were received one from the Older Persons Advisory Committee (see Appendix 5.) and from Progressive Port Phillip (see Appendix 6.).
- 5.13 Key themes from the OPAC submission and discussion included:
 - 5.13.1 The importance of the role local community plays in ensuring residence age gracefully in place.
 - 5.13.2 Support for and on-going, suitably staffed community connector service.
 - 5.13.3 Support for 12-month review to ensure transition arrangements meet client's needs.
 - 5.13.4 The importance of continuity of care for clients through any transition.
 - 5.13.5 That approved provider reflects and understand the diversity of the Port Phillip community.



- 5.13.6 Advocacy for the establishment of a Positive Ageing team to focus on service, events, and implementation of the Positive ageing Strategy policy.

5.14 Key themes from the Progressive Port Phillip submission and included:

- 5.14.1 Expressed concern about the impact of the proposed changes on in-home service client.
- 5.14.2 Expressed concern about the loss of the relationship built between clients and council staff.
- 5.14.3 Expressed concern about local provider capacity to deliver services.
- 5.14.4 Suggest Council delay the decision to move to a new service delivery model and commit to further consideration of other options.
- 5.14.5 Recommend Council review the capacity of not-for-profit age care providers who provide in-home services before a decision is made to withdraw from services.
- 5.14.6 Ask council to consider further options for the delivery of in-home services.

Staff Engagement

- 5.15 In alignment with the City of Port Phillip Enterprise Agreement 2022 a formal change process with staff commenced between the 8 November to the 10 December 2023.
- 5.16 All 45 Aged Access and Inclusion and Regional Assessment Team staff participated in group and individual meetings to discuss the Village model proposal and organizational structure implications.
- 5.17 A series of group and Individual meetings were held during the consultation process with employees. There were 20 employees who elected to have an individual meeting to discuss change proposal and provide feedback to the representatives from Community Services and a People, Culture and Safety (HR) Team.
- 5.18 Key themes from the feedback included:
 - 5.18.1 Understanding of the Commonwealth aged care reforms and the impact of the changes in requirements to deliver services under the Support and Home Program.
 - 5.18.2 Clarification on the delivered meals program, which is a contracted service, and how this would be administered in a new staff structure.
 - 5.18.3 Operational arrangements and transition planning including timeframes for changes to the in-home care service delivery if a new model of services was endorsed.
 - 5.18.4 Roles impacts of any changes to organisational structure to support a new service delivery model.
- 5.19 Overall, the feedback received from staff was they felt well informed in relation to the proposed service delivery model and understood the drivers for change.

Other Stakeholder Engagement

- 5.20 At key stages of the development of options for service delivery, high level discussions were held with key stakeholders regarding Councils ongoing role in the provision of direct services to older people including funded services under SHP.



- 5.21 There have been ongoing discussions with the Commonwealth as more details have been released about the SHP and its funding framework and transition options.
- 5.22 Officers from the Commonwealth have worked closely with Council officers to provide advice and guidance on the proposed model and transition arrangements that can be put in place should Council choose to endorse the Village model and relinquish any services.
- 5.23 The MAV provided helpful advice on the community connector service and were supportive of the proposed model and see this as a good role for Local governments to provide in support of the aged care service system.
- 5.24 The Australian Services Union (ASU) provided written feedback and express their concern about the proposed changes.
- 5.25 The ASU were concerned about the potential impact on staff should Council choose to exit the delivery of some services. Their primary concerns were about Victorian Councils choosing to exit the provision of aged care services, the majority fully exiting, and the impact on the aged care workforces. The ASU stressed the importance of appropriate consultation periods, communication, and transition arrangement if any changes to service deliver models are endorsed.

Recommendations

- 5.26 Based on the extensive analysis of the proposed models, the robust client, staff, and community consultation process it is recommended that Council endorse the Village Model for implementation.

6. LEGAL AND RISK IMPLICATIONS

- 6.1 Legal advice has been sort throughout the process to ensure regulatory, Enterprise Agreement and other requirements have been met.
- 6.2 A comprehensive risk assessment and mitigation plans have been developed throughout this process.

7. FINANCIAL IMPACT

- 7.1 The current 10-year Financial Plan includes \$0.35m annually to support the delivery of services to older people through the Community Services budget.
- 7.2 To implement the Village model would be a financial commitment of \$0.42m per annum from 2025/26. An additional \$0.36m would be required to establish new operating model in the 2024.25 financial year.
- 7.3 The modelling for this assumes efficiency gains are made on the current service delivery, revenue opportunities are maximised, and that Commonwealth funded services (transport, social connection programs and meals) will be delivered on a cost recovery basis.
- 7.4 The potential staff impacted by the endorsement of the Village Model and through the cessation of the RAS is estimated to be 45 people with redundancy costs of \$1.81m are estimated for the Aged Access and RAS team based on the Village model being implemented by September 2024.
- 7.5 The Commonwealth Government has informed Council that one off transition costs (transition team, collateral, translations services, back of house administration etc)



could be claimed back through the existing funding agreement. Redundancy costs, however, cannot be claimed.

8. ENVIRONMENTAL IMPACT

- 8.1 There are no direct environmental impacts arising from this paper.

9. COMMUNITY IMPACT

- 9.1 There will be significant impact on current clients should the Village model be endorsed. If in-home services are transitioned to specialist aged care providers contracted/funded by the Commonwealth every effort will be made to maintain continuity of care, with no gap in service, however, this will still require a change for the older person. The older person will retain choice and control of who delivers their services, and the provider will need to meet strict criteria, set by the Commonwealth, which should ensure suitable qualified and local based support.
- 9.2 Detailed transition planning will be undertaken if the Village model is endorsed for implementation. The older person will be well supported by Council through any transition.
- 9.3 Transitioning out of services under the Village model will also require a change in staffing structures to support service deliver. Detailed change process will be followed for impacted staff.
- 9.4 Discussions have occurred with the Commonwealth Government about the proposed model and the best way to transition services and support current clients if the proposed Village model is endorsed by Council.
- 9.5 The Commonwealth Government will work closely with Council if it chooses to exit any services to ensure continuity of care for our clients and allow for an appropriate range of qualified specialist aged care providers to be made available.
- 9.6 A Gender Impact Assessment (GIA) has been completed in the development of the Aged Care reform proposal, a requirement of the Victorian *Gender Equality Act 2020*. The GIA drew on client gender data and gender-analysed findings from community engagement, to consider impacts of the reforms on clients of different genders, ages, and backgrounds.

10. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 10.1 The Village service delivery model aligns to the Inclusive Port Phillip Council direction. Through the continuation of community-based services and the establishment of a Community Connector service, Council will support our diverse older population to get access to the services and supports they need to age well in the community.

11. IMPLEMENTATION STRATEGY

11.1 TIMELINE

- 11.1.1 Following endorsement of the Village model Council will inform the Commonwealth and the State of the intention to relinquish in-home services.
- 11.1.2 The Commonwealth will establish a panel of approved providers to transition service delivery to, it is understood that this process will be completed withing 2-3 months.

MEETING OF THE PORT PHILLIP CITY COUNCIL

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- 11.1.3 During this time, an internal transition team will be established to ensure Council are well placed to work one on one with clients to support them in any transition arrangements.
- 11.1.4 The Commonwealth allows a 3–4-month transition period to ensure that the process is robust, and continuity of care is maintained. It is envisaged that the transition process will be fully completed by the end of August 2024.
- 11.1.5 During this time, a staff structure will be implemented to support the ongoing delivery of the Village model. The Community Connector service will also be established.
- 11.1.6 Staff will transition to the new structure by August 2024.
- 11.1.7 The Village Model will be in full operation as of 1 September 2024.







11.2 COMMUNICATION

- 11.2.1 If Council endorses the Village model, letters and frequently asked questions document will be sent to clients in their preferred language. The letter will inform clients of the Council decision, this will then be followed up with a call from a transition team to talk about any impact on their service.
- 11.2.2 A dedicated phone number and email will be available for clients.
- 11.2.3 Staff and Unions will also be informed with staff and individual meetings set up to discuss individual impacts.
- 11.2.4 The Council decision will be made available on the website.
- 11.2.5 More extensive communication to community will also occur as the transition progresses.

12. OFFICER DIRECT OR INDIRECT INTEREST

- 12.1 No officers involved in the preparation of this report have any material or general interest in the matter.

ATTACHMENTS

- 1. Stay in delivery of current aged care services  [Download](#)
- 2. Village Model Option  [Download](#)
- 3. Exit Services Option  [Download](#)
- 4. Engagement Summary Report  [Download](#)
- 5. Older Persons Advisory Committee Aged Care Reform Proposal December 2023  [Download](#)
- 6. Progressive Port Phillip Submission Aged Care Service Proposed changes - Dec 2023  [Download](#)

“Stay In” Option

The “Stay in” Option involves becoming a service at home provider under the new Support at Home program (SHP). It would require Council to deliver a full suite of in-home Commonwealth and State funded services (up to and beyond 1 July 2025) - entry level to complex care and meet new quality and safety standards.

Community based services have different requirements and funding arrangements compared to in-home services. Community-based services will be grant funded, in-home will be paid in arrears so a new payment system will be needed.

This option would also involve continuing to deliver the Council funded transport services.

Under this model community members would have access to the current range of services (in-home and community) and have capacity to access additional funded hours of services based on need under the new SHP model, entry level service to complex care.

Services to be included in this option.

This option was modeled on the basis that Council would continue to deliver all current services but would also need to be able to provide additional services under SHP- entry level to complex care.

SHP funded in-home services:

- Domestic Assistance- support with cleaning, laundry, and meal preparation
- Personal Care- support with showering, grooming, and dressing
- Respite Care- support for carers needing a break from their caring role.
- Social Support (Individual)- support with shopping
- Transport- assistance with transport for medical appointments, and shopping
- Property Maintenance and home modifications- support to make inside and around the home safe.

CHSP (Commonwealth Home Support Program) funded-community based services:

- Domestic Assistance- support with cleaning, laundry, and meal preparation
- Personal Care- support with showering, grooming, and dressing
- Respite Care- support for carers needing a break from their caring role.
- Delivered meals- provision of a nutritious meal.
- Social Support (Individual)- support with shopping
- Social support (groups)- programs and activities that promote social engagement and connection.
- Transport- assistance with transport for medical appointments, and shopping
- Property Maintenance and home modifications- support to make inside and around the home safe.

HACC-PYP funded:

- Transport
- group meals (social and rooming houses)
- Domestic assistance

- Respite care
- Personal care
- Property maintenance
- Home modifications

Council funded:

- Transport

Client number

This option was modeled on client numbers staying around 600-650.

Staff

This model assumes that additional skilled clinical staff would be needed to deliver services. Noting there is a national shortage of clinical and aged care staff so building a workforce will be competitive and will take time.

Assessment

The Aged Care Reform Project has identified that Council is not well placed to continue to deliver the current range of in-home services and that this option is not viable/affordable. Under the new funding arrangement Council would need to invest significant amounts of time in business improvement activities and quality systems to sustain its business model in what will be an extremely competitive environment. Even with heavy investment it may not be possible for Council to continue under the new funding arrangement due to some key factors which are outlined below:

- **Existing Costs** - The Age Care Reform project has found that the current costs of service and levels of cross- subsidy are high. This is due to an inefficient service delivery model and inability to acquire and retain staff to meet demand. Even if significant business improvements and efficiencies were able to be introduced, it is highly unlikely that these costs would be able to be reduced to a level necessary to remain relevant in the emerging open market where clients' choice and control can be exercised. Topping up delivery cost could be seen as cross subsidizing services which would not be acceptable under the competitive neutrality provisions.
- **Competitive Neutrality** - in a market driven environment Councils would be required to demonstrate full cost reflective pricing of services delivered. Currently the level of co- contribution that Council would have to make to remain in service delivery is likely to be significant when compared to other providers delivering the same services within the City of Port Phillip. It is highly likely that this may be contested.
- **Market** - There is a very thick market within COPP with a significant number of large specialists aged care providers either in or waiting to enter the local market. They already have the staff, business systems and delivery models to deliver services a full range of services (entry level to high care) and compete sustainably with the current and future marketplace and funding structures established by the Commonwealth.
- **Client** - As a part of the Aged Care reform projects a review of Councils data sets has revealed a significant reduction in the number of clients receiving services. This has largely been due to the organisations inability to meet current demand as well as the increased awareness of better provisions of funded service under My Aged Care. It would be difficult to increase these numbers across a wide range of

services to gain the necessary economies of scale, within a competitive market where large specialist aged care providers will be actively seeking to service these clients.

- **Insufficient time and resources** - As the reform timelines get closer the Aged Care Reform project has found that there would need to be considerable time and resources available to both continue to deliver services whilst undertaking the changes necessary to redesign and reform business practices to become and/or remain competitive in the emerging market. Large investments would also need to be made in the quality standard and payment systems required under SHP and recruit staff with clinical expertise to deliver the full range of services required under SHP- entry level too high. This will be challenging in a market where there is a national shortage of age care and clinical staff.
- **Increasing quality, compliance and reporting requirements** - The transition to the new Support at Home environment comes with it a significant uplift to the quality and compliance standards. A strong theme of the Governments reform agenda has driven a strong focus on clinical governance as a model to inform organizational and functional responsibilities for aged care approved providers. The larger specialist aged care providers in the marketplace are already complying with these requirements because some of them also provide residential care support as a part of their service delivery offering. Meeting these rigorous quality, safety, accountability, and transparent service arrangements would take significant financial investment.

Pros and Cons

Pros	Cons
<ul style="list-style-type: none"> • No change of provider for community • Full range of services available plus additional funded hours under SHP 	<ul style="list-style-type: none"> • Significant financial investment needed to meet requirements- systems, reporting, quality standards, clinical governance. • National competition policy is a barrier to deliver Council subsidized services in a marketized environment. • Unlikely to be able to attract and retain staff to deliver the range of services. • Specialist aged care providers are much better placed to deliver service and in a competitive environment.

Cost Summary

	Transition costs	Net Cost to Council (\$m) [Year FY25]	Net Cost to Council (\$m) [Ongoing from FY26]
Ongoing costs			
Gross costs to deliver ongoing service		(4.42)	(4.42)
Government funding		3.01	3.01
Once off costs			
Business transition costs	(0.50)		
Redundancy costs (incl. outplacement) (Efficiencies)	(0.64)		
Redundancy costs (incl. outplacement) (RAS Team)	(0.33)		
Total - Stay in	(1.47)	(1.42)	(1.42)

Funding adopted in 10 year plan	(0.35)
Additional Funding Required	(1.07)

Assumes no indexation of costs or funding (real dollars)

Assessment of “Stay In” Option

This option is deemed not viable or affordable given the rigorous quality, safety, accountability, and transparent service arrangements. Councils’ capacity to compete against specialist aged care providers for both clients and staff would also be a significant challenge.

“Village Model” Option

The “Village Model” Option involves Council providing a range of Commonwealth and State funded services complemented by a Council-funded transport service. Ongoing services would be supported by a new Council funded “Community connector service.”

The Community Connector service is seen as an important part of the Village Model to ensure that older people have a single point of contact that supports navigating the aged care service system and to link them into the other services, supports and activities regardless of who funds or provides them.

Option Analysis

The Village Model represents an approach to organizing and fostering community interaction and support, drawing inspiration from traditional village life. It emphasizes the development of a close knit and supportive community that creates a sense of belonging and promotes collaboration. It focuses on building strong, and interconnected communities which improve health and wellbeing outcomes. More specifically for older people, it creates communities and networks that support ageing in place. As a part of the Village Model, it is also proposed to reinvest into a Community Connector service that can support older people to connect into services, supports and programs they need within the Village.

To implement the Village Model would require a change in the range of services delivered. This model would continue to deliver community-based services and the Council funded transport service, and a new service called Community Connector. It would require an exit from in-home service provision as Council is not able to meet the requirements under the Support and Home program to deliver in-home services-entry level to complex needs.

If Council is to exit in-home service these would be relinquished back to the Commonwealth. The Commonwealth would then appoint a panel of suitable qualified providers to allow clients a choice of who provides their service. The panel would need to demonstrate a history of aged care provision and commitment to long term service provision, have capacity to meet requirements under the new Support and Home Program and be able to meet community needs i.e., provision in social housing settings, be rainbow accredited etc.

Services

CHSP funded services to exit delivery:

- Domestic Assistance
- Personal Care
- Respite Care
- Property Maintenance and home modifications
- Individual Support (individual)

CHSP funded services that could be retained

- Delivered meals
- Social support (groups)

- Transport/HACC PYP funded to exit:
- Domestic assistance
- Respite care
- Personal care
- Property maintenance
- Social Support (individual)
- Home modifications

HACC PYP services that could be retained:

- Delivered meals

Council funded that could be retained:

- Transport

Council funded services to invest in:

- Community Connector

Client numbers

This option is modelled on 600-650 clients.

Staff

This option would require a new staffing model to support the delivery and administration of services. It is anticipated that staffing would be around 12.4 FTE (full-time equivalent).45 staff would be impacted by this model.

Pros/Cons

Pro's	Cons
<ul style="list-style-type: none"> • The Village Model provides an ongoing role for Council in delivering services to older people. • Council continues to deliver community-based services where they have an expertise and strength in serve delivery. • The introduction of a Community Connect service supports older people to access information and services regardless of who funds or provides them. • Increased investment by the Council annually in services to support older people. 	<ul style="list-style-type: none"> • Impact of exit from direct service delivery of in-home services on clients. • Impact on current staff with 45 roles being made redundant.

Cost Summary

	Transition costs	Net Cost to Council (\$m) [Year FY25]	Net Cost to Council (\$m) [Ongoing from FY26]
Ongoing costs			
Gross costs to deliver ongoing service*		(1.78)	(1.78)
Government funding		1.01	1.36
Once off costs			
Redundancy costs (incl. outplacement)	(1.81)		
Business transition costs (legal, HR etc)	Refunded		
Client transition costs	Refunded		
Total - Village Model	(1.81)	(0.77)	(0.42)

Funding adopted in 10 year plan	(0.35)
Additional Funding Required	(0.07)

Assumes no indexation of costs or funding (real dollars)

* includes additional 0.4 FTE in connector role

Assessment of “Village Model”

This model would require short term investment by the council to align service delivery models and implement business improvement activities to achieve efficiency.

Recommendations

The Village Model is recommended as it enables the Council to provide a range of Commonwealth and State funded services that would be complemented by a Council funded transport service.

The Council funded “Community connector” service would also provide a safety net for older people to support them in accessing information, activities and services across the aged care system including My Aged Care. It will also assist older people to understand what services they are eligible for under My Aged care.

The Village Model is recommended as the service delivery model for future service provision for older people.

“Exit” Services Option

“Full Exit” Option - Cease delivery of all Commonwealth, State and Council funded services for older people.

Option Analysis

An option of a **full exit** from all services was considered. This includes Commonwealth and State (HACC/PYP) funded services. This option also includes ceasing Council funded services for older people covered in the Community services budget (\$0.35M annually). It assumes that other services provided by Council that benefit older members of the community, like adult programming in libraries, will continue. Exit would be by June 30, 2024.

Services

Under this model no direct services would be delivered.

Client number

Approximately 600-650 current clients would be directly impacted by this option.

Staff

There would be no staff needed under this option. 54 staff would be impacted by this option.

Assessment

This option acknowledges the difficulty for Council to sustain its existing service delivery model and broad service range in a marketized environment. Specifically, the current costs of service, levels of cross-subsidy and levels of under servicing. An aging workforce, inefficient service delivery model and an inability to acquire and retain staff to meet demand are other significant factors.

A strong theme of the Governments reform agenda has driven a focus on clinical governance as a model to inform organizational and functional responsibilities for aged care approved providers. Specialist aged care providers in the marketplace are already complying with these requirements since several of them also provide residential care support as a part of their services delivery offering. Meeting these rigorous quality, safety, accountability, and transparent service arrangements would take significant financial investment for CoPP. This option removes the need to consider changing requirements under the new funding arrangements.

There is also a thick market within COPP with a considerable number of specialist aged care providers either in or waiting to enter the local market. They already have the workforce, business systems and service delivery models to deliver services and compete sustainably with the current and future marketplace and funding structures established by the Commonwealth. Transition of services by Council will allow approved providers (specialist aged care providers) with a desire to increase their share and take on service delivery to clients. A full exit, in a timely manner, would be important to enable the market time to respond, this is particularly important as many other Council across Victoria are also

seeking to exit. Careful and respectful support for clients transitioning to new providers, contracted by the Commonwealth, would also need careful consideration.

A full exit from service delivery shrinks Councils presence in the provision of services and supports for older people. It does not align with the Positive Ageing strategy and impacts on the influence Council can have on supporting older people to age well in the city, stay connected to community and each other.

Pros and Con's

Pro's	Cons
<ul style="list-style-type: none"> No investment needed to meet requirements of the reform e.g., systems, processes, quality standards etc. No on-going budget required 	<ul style="list-style-type: none"> No direct service provision for community members over 65 years. Does not align with Positive Aging Strategy or support older people to age in place. Undermines council capacity to build relationships and undertake community building activities more fully. Does not support the guidance provide by Councilor's about wanting to continue to have a presence in the delivery of services to older people in the community

Cost Summary

	Transition costs	Net Cost to Council (\$m) [Year FY25]	Net Cost to Council (\$m) [Ongoing from FY26]
Ongoing costs			
Gross costs to deliver ongoing service		0.00	0.00
Government funding		0.00	0.00
Once off costs			
Redundancy costs (incl. outplacement)	(2.25)		
Transitional costs (legal, HR etc)	Refunded		
Client transition costs	Refunded		
Total - Full exit	(2.25)	0.00	0.00
Funding adopted in 10 year plan			(0.35)
Additional Funding Required			0.00
Assumes no indexation of costs or funding (real dollars)			

Assessment of “full exit” Option

This option is the most cost-effective option considered as there would be no ongoing cost to Council. It, however, does not align with Council commitment to support older people in the community.

Recommendations

The **full exit** option is not recommended due to the impact on older members of the community.



Supporting Positive Ageing in Port Phillip

Engagement Summary Report

January 2024



Acknowledgement of Country

Council respectfully acknowledges the Traditional Owners of this land, the people of the Kulin Nations. We pay our respect to Elders, past and present.

We acknowledge and uphold their continuing relationship to this land.

Postal Address

City of Port Phillip, Private Bag 3,
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Introduction

Project background

The City of Port Phillip has been a long-term provider of in-home and community-based services to older people in our communities.

Currently some of Council's aged care services are funded by the Australian Government. Following the Australian Government's reforms to aged care there will be a new program to deliver support in-home. This will be called the Support at Home Program (SHP). There will be different requirements for providers to deliver SHP services and programs. Council can no longer meet all the requirements under the new program. We will, however, be able to continue to deliver community-based services, but in-home will be better delivered by specialist aged care providers.

From 1 July 2027, the SHP will replace the Commonwealth Home Support Program (CHSP). Council currently provides a range of services under CHSP. These changes will have an impact on the delivery of Council's current in-home aged care services from 2024.

The key reasons for this impact are that Council would need to be able to provide not only basic in-home services but also high-level service supports. Funding will transition from block funding to funding in arrears, and there will be increased clinical governance and reporting requirements. Council would also need to participate in a demand driven marketplace and factor in competitive neutrality considerations.

What we set out to achieve

The community engagement process was designed to target older people in Port Phillip, the purpose was to achieve the following:

- Introduce the proposed changes to aged care service delivery to community and clients.
- Collect specific and general feedback on the proposal, including a transition process, community concerns, and ideas related to future aged care services in the City of Port Phillip.

About this report

This report explores how Council engaged with the community about these changes, and summarises the feedback collected.

Before reading this report

The following should be considered in reading of this report:

- The information in this report is based on qualitative research and does not necessarily reflect the views of a statistically representative sample of Port Phillip communities. While every effort is made to include the breadth of feedback provided, not all comments or advice are in the findings of this report. Where appropriate, a mix of quotes, themes and metrics are used to convey feedback.
- City of Port Phillip strives to include diverse voices in our engagement activities. We acknowledge however that some people may have experienced barriers to participation in the activities that are outlined in this report – including people with a disability, multicultural communities, older people, Aboriginal and Torres Strait Islander people and others.
- The information and views presented in this report are a summary of the opinions, perceptions and feedback heard from across all the engagement activities. The feedback has not been independently validated. As such, some information may be factually incorrect, unfeasible, or outside of the scope of this project.
- Detailed participant demographic data was not collected or mandatory across all engagement events and activities. Where relevant, response numbers for each question are displayed or acknowledged.
- The word **'participants'** is used to describe the total group of community members and stakeholders who contributed to this engagement process. The term **'respondents'** is used to talk about the sub-group of participants who responded to a specific question or engagement activity.
- Although every effort has been made to accommodate late responses, feedback received after the close of the engagement process may not be included in this analysis. Late feedback will, however, be reviewed by the project team and help to inform future decisions.

What we did

Between 8 November and 10 December 2023, we delivered a range of communications activities to let community members and clients know about the changes to aged care services and collected feedback through a mix of engagement activities.

Communications activities

To get the word out about the engagement process, we did the following:



Letters to clients **x818**

Letters were sent in preferred languages to all existing clients of Council's in-home Aged Care services (Commonwealth Home Support Programme, and Home and Community Care), explaining the proposal and engagement process.



'Have your say' website

Council's dedicated engagement website, 'Have your say' included a page for this project, with information on the process, a timeline, information about older people in Port Phillip, contact details, and opportunities to engage.

A simple 'Have Your Say' page was available from 2–8 November to provide information to community members after the Council Meeting on 2 November when the proposed change was discussed. This page was updated on 8 November with feedback options.



Information in public places

Posters about the project, as well as a 'Frequently Asked Questions' document, were placed in local libraries, Council ASSIST centres, Neighbourhood Houses and distributed through our Older Persons Advisory Committee to their networks.



**Newsletters
(online)
x3**

Project information and an invitation to engage was included in three Council newsletters during the engagement period: *Community News*, *Shape our City* and *Diversity* newsletters.



**Social media
posts
x2**

Social media posts were included on both Facebook and Instagram to promote the engagement process.

Engagement activities

To collect feedback from community members and clients, we did the following:



**Survey
(Available online and
printed, translated into
11 languages)**

This survey collected demographic details about participants, and asked for community feedback on:

- Ways to keep older people connected.
- Services, activities and information needed to support older people.
- Ideas to support independent living for older people.

The survey and supporting information were available in English, Albanian, Cantonese, Greek, Hindi, Italian, Mandarin, Morisien (French-Mauritian Creole), Polish, Russian, Serbian and Vietnamese.

Hard copy surveys were sent directly to all clients currently receiving Council's in-home care services as well as made available at libraries and Port Phillip's ASSIST service desk.



**Neighbourhood
'Pop-up' conversations
x8**

This project was a focus of engagement through the Neighbourhood Conversations program– a regular series of 'Pop-up' stalls in neighbourhoods around Port Phillip. These stalls are designed to engage community members who may not otherwise participate in projects relevant to their neighbourhood. They were delivered in the following locations:

- Middle Park (12–2pm, 9 Nov 2023)
- Elwood (3–5pm, 10 Nov 2023)
- Balacava (10am–2pm, 11 Nov 2023)
- St Kilda (2–4pm, 11 Nov 2023)
- South Melbourne (10am–12pm, 15 Nov 2023)
- Ripponlea (10am–12pm, 17 Nov 2023)
- Port Melbourne (10am–12pm, 18 Nov 2023)
- St Kilda Road (2–4pm, 18 Nov 2023)

People were invited to hear about this project, discuss with a staff member, jump online, and/or complete a paper-based survey.



**Drop-in
sessions x3**

2-hour drop-in events at local libraries and community centres to talk with community members about the changes to aged care services. Participants were able to talk to the project team and/or complete an online or printed survey. Drop-in sessions were held at the following locations:

- St Kilda Library (13 Nov 2023)
- Port Melbourne Library (21 Nov 2023)
- Middle Park Community Centre (6 Dec 2023)

The third session at Middle Park Community Centre was scheduled during the consultation period in response to community feedback and strong desire for face-to-face discussions.



**Visits to Seniors'
groups and clubs
x3**

Council staff engaged with local senior citizens groups and clubs, discussed the changes to aged care services, and collected feedback. People were provided with information in a variety of languages, assisted to undertake surveys, and provided with surveys to post back. The project team visited the following groups:

- Port Melbourne Greek Community Senior Citizens Club (20 Nov 2023)
- Polish Senior Citizens Club of St Kilda 'Astry' (21 Nov 2023)
- Galini Greek Senior Citizens Club (27 Nov 2023)
- Surveys were provided to the Association of Former Inmates of the Nazi Concentration Camps and Ghettoes from the former Soviet Union (approx. 100 people)

In addition to the above, an email was sent to the 'Multicultural Network Forum', which represents around 15 groups)



**Advisory committee
meetings x5**

Meetings were held with Council's advisory committees interested in aged care services. The meetings included time to cover the key feature of the concept plan, and to hear concerns and ideas from committee members. This included:

- Older Persons Advisory Committee (3 sessions)
- Multicultural Advisory Committee (1 session)
- LGBTIQ+ Advisory Committee (1 session)

Reach and participation

Reach through communications activities

Activity	Reach	Insights
Social media posts	959	<ul style="list-style-type: none"> The Instagram post reached slightly more people than Facebook (553 versus 406 respectively), however more people interacted with the post on Facebook.
Newsletters	19,365	<ul style="list-style-type: none"> Diversity is a monthly newsletter with more than 15,000 subscribers. There was a spike in visitation to the 'Have your say' website in the days directly after the Diversity newsletter was issued.
'Have your say' website	777 views	<ul style="list-style-type: none"> Most visitors (70.6%) came to the website directly, or via a search engine. 3.5% of visitors were referred through social media. The Survey (English version), and the FAQs were the two most downloaded documents (28 and 15 downloads respectively).

Participation by engagement activity

Approximately 650 community members participated in this engagement process. This was spread across the engagement activities below:

Activity	Number of participants	Insights
Survey (Digital and printed copies)	353	<ul style="list-style-type: none"> • Providing printed and digital copies of the survey (and translated into language) was key to the high number of responses and an important consideration for accessing a diverse community of older people. • Of the 353 surveys, 322 were printed surveys received via post, and 31 were received digitally via the Have Your Say page. • 56 of the printed surveys were in languages other than English and were translated into English for data analysis. Languages included: Polish (22 surveys), Russian (19 surveys); Greek (13); Mandarin (1); and Cantonese (1).
Neighbourhood pop-ups	125	<ul style="list-style-type: none"> • Pop-ups were more successful at engaging older men, with 40.3% of participants at pop-up identifying as male, versus 26.6% in the surveys.
Drop-in sessions	46	<ul style="list-style-type: none"> • Similar to pop-ups, the drop-in sessions were an important opportunity to engage with community members who would not otherwise engage.
Visits to Seniors' groups and clubs	Approx. 100	<ul style="list-style-type: none"> • Community centre and club visits were strong activities for targeting particular groups with the community – particularly for older migrant communities.

Activity	Number of participants	Insights
Advisory Committee meetings	29	<ul style="list-style-type: none"> Advisory Committees proved invaluable for planning how best to work with communities, to promote the engagement process, and to gather feedback on the proposed changes.
Submissions	2	<ul style="list-style-type: none"> Submissions from two groups were received: <ul style="list-style-type: none"> Older Persons Advisory Committee Progressive Port Phillip These submissions have been considered, and where appropriate, their feedback has been integrated into the following sections.

Who we heard from

Demographics

We spoke to a wide mix of people, with a focus on engaging our older community members who currently use aged care services or might in the near future. We also reached into multicultural communities, using translated materials and interpreting services to make things easier. Approximately 650 participants shared their feedback with us on this project.

Through online and printed surveys, as well as the Neighbourhood pop-ups, **we collected demographic details from nearly 480 participants**. The following explores those demographics.

Age

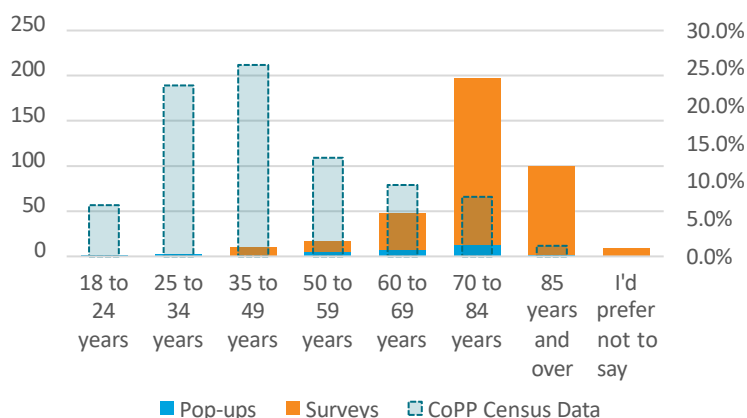
In total, 376 participants provided their age through surveys and at our pop-up events. The ages are skewed towards older community member when

compared to the 2021 Census data for the City of Port Phillip.

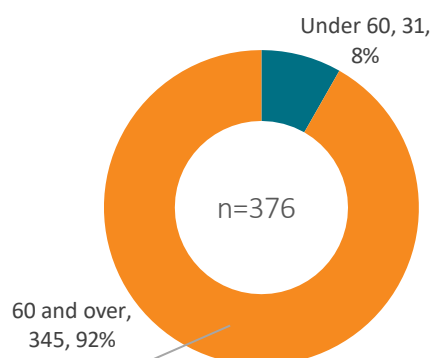
More than 90 per cent of respondents were aged 60 and over, with the most aged 70 to 84 years (51.2 per cent).

The high representation of older people was a result of engagement planning, which targeted older community members.

Age profiles: Participants v Census data



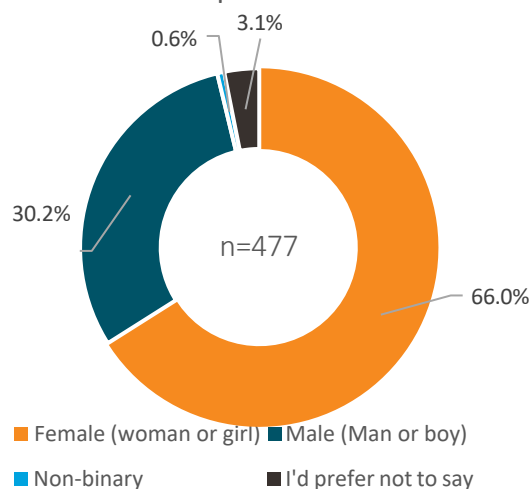
Under v Over 60 years old



Gender

In total, 477 participants provided their gender. **Almost two-thirds of respondents (66 per cent) identified as 'female'.** The higher proportion of females is in keeping with the gender balance across the municipality (51.2 per cent female and 48.8 per cent male), particularly in older populations.

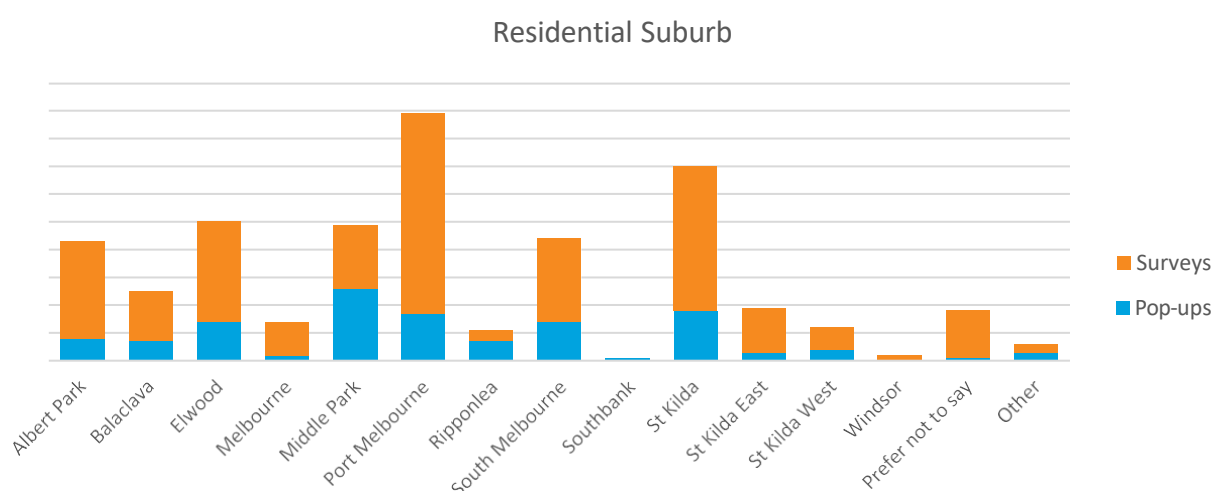
Participant Gender



Residential Suburb

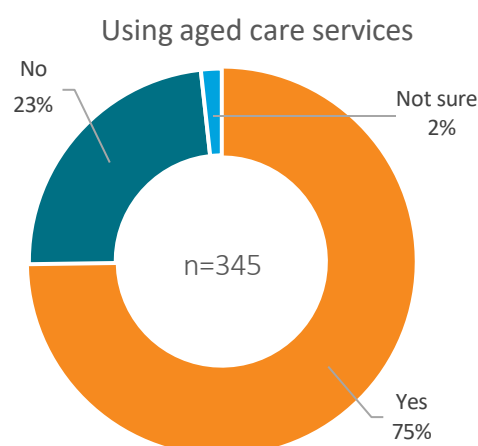
In total, 453 participants told us their residential suburb. **Nearly one-fifth of the respondents were from Port Melbourne area (19.6 per cent)**. St Kilda was the second-most represented suburb with 16.1 per cent of respondents.

According to Census data (2021), the three suburbs with the largest proportions of people over 60 years old are: Albert Park (28.4 percent), Middle Park (26.5 per cent), and Port Melbourne (22.1 per cent).



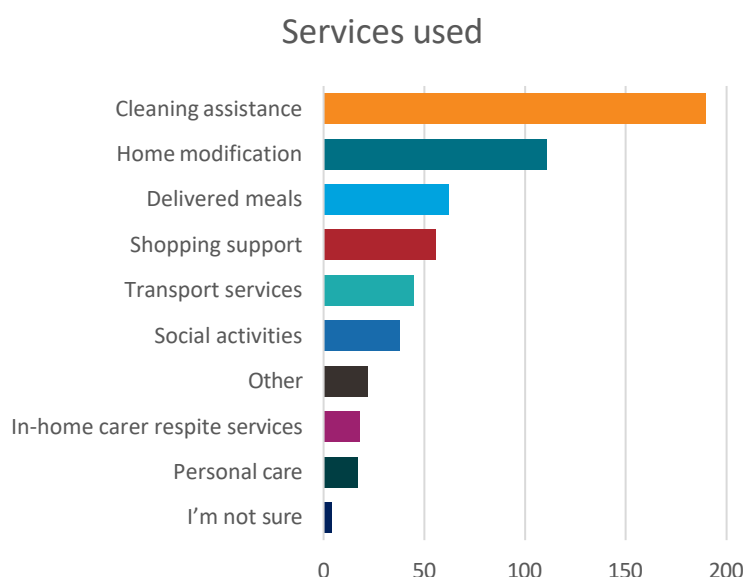
Use of aged care services

In total, 345 participants told if they, or someone they cared about, was receiving aged care services from the City of Port Phillip. **Of these, 258 (75 per cent) respondents said 'Yes'.**



In a follow-up question, respondents were asked to identify the services in use, with the following insights:

- On average, respondents selected two or more services.
- **Cleaning assistance was the most selected, followed by home modification and maintenance, then meals.**

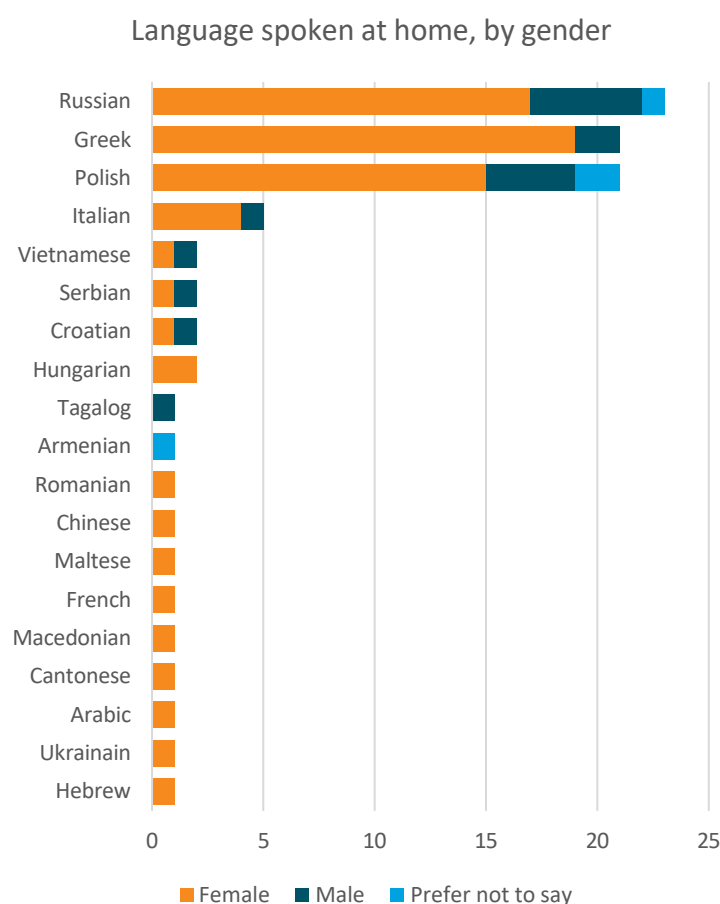


Diversity

In total, 277 participants provided with information about diversity indicators. The most common responses were:

- **'I am a person with disability (117 responses, 42 per cent).**
- 'I speak a language other than English at home' (86 responses, 31 per cent).
- 'I consider myself financially disadvantage' (57 responses, 21 per cent).

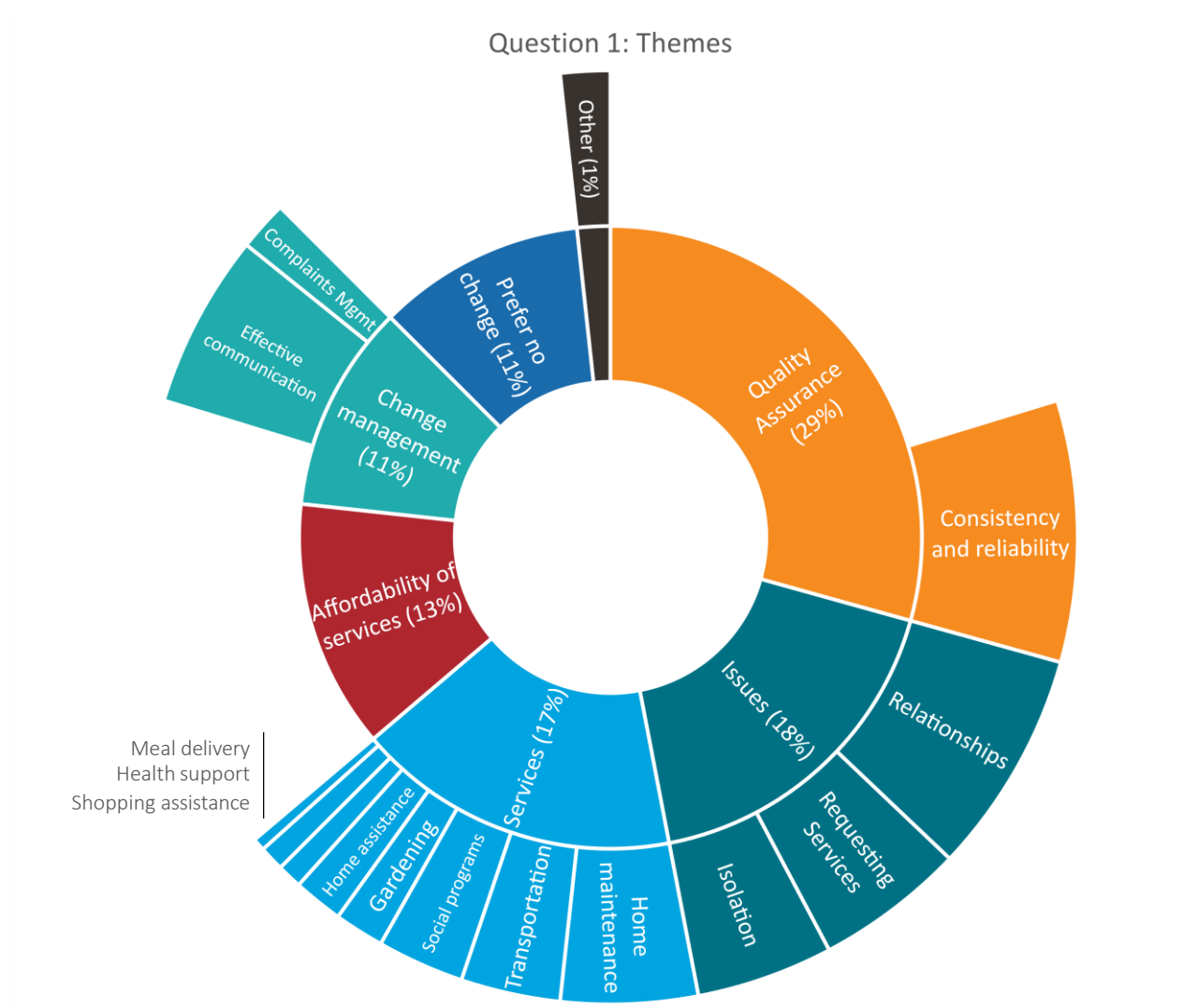
We asked what languages were spoken in the home, with Russian, Greek and Polish the most represented.



What we heard¹

Question 1: Considerations

We asked people about the **things we need to consider if the proposed changes were to go ahead**. The key themes are explored below.



¹ Please note: This section interprets comments and groups them by themes. Comments relating to multiple themes have been split to allow to accurate theme counts. Numbers of participants and the tally of themes/comments may differ.

Need for quality assurance (29 per cent)

Nearly one-third of responses focused on the theme of quality assurance – primarily that the change to services would be carefully managed to ensure levels of care did not fall. Within this, 78 per cent of the responses came from females, higher than the gender balance across participants.

‘Continuity’, ‘consistency’, and ‘reliability’ were key words within this theme, with respondents looking to Council to take a level of leadership to oversee the quality of services.

“Ensure personal care is offered to a high standard of care (as it is now!!) and at affordable price for ratepayers like now... Continuity of competent and experienced staff as a personal care is a very delicate area!” (Elwood resident)

Others expressed concern about the changes, providing insights into the types of quality issues respondents would like Council to consider.

“...the user I know is very worried about the changes, not sure how best to address their concerns. The shift, like the NDIS, is likely to be slower to deliver, more expensive, and [include] a lot of changes in carers.” (South Melbourne resident)

THEMES FROM SUBMISSIONS

- Maintaining care to clients currently receiving in-home support services.
- Providers who are engaged to deliver in-home support services reflect the diversity (inclusiveness) present within the community.
- Capacity (staffing) concerns regarding the delivery of services through Not-for-profit providers.

Issues to manage (18 per cent)

Closely related to comments about quality assurance, respondents often talked about the impacts of changing staff, and the loss of strong and meaningful relationships between clients and the Council staff who provide them with services.

“I have formed a close bond with my cleaner, and enjoy this interaction with her. This is an important part of this service. I hope you will continue to support these workers.”

I do not need 'high quality specialist aged care providers' as my current cleaner is who I like and support. My personal contact with my cleaner is one of the highlights of my fortnight, I would be sad to lose it.”

(Balaclava resident)

We also heard concerns that these changes could risk increasing isolation and loneliness in older communities.

This was attributed to:

- changes affecting those important relationships,
- disrupting services, and
- creating new ways to request services that are difficult to learn about or to access.

*"Will there be huge waiting lists for people when they change providers?"
(Port Melbourne resident)*

Valued services (17 per cent)

Respondents talked about the types of services they appreciated in the current arrangement and would hope to see into the future. Female participants were more likely to share this information with us, with 80 per cent of responses from females.

The most common service discussed in feedback included:

- home maintenance (including cleaning)
- transportation support
- programs to increase social connection
- gardening and other home assistance.

"[Consider continuing] home help for vacuuming, floor cleaning, bathroom & toilet, windows, smoke alarms, spouts,

*arranging volunteer garden help."
(Middle Park resident)*

*"Am I still going to the group on every Thursday? Social group activities are very important to reduce my depression and anxiety."
(St Kilda resident)*

Affordability of services (13 per cent)

Affordability was more commonly raised by female respondents (77 per cent) than male (23 per cent). Respondents told us to consider any costing changes, to understand whether existing clients would be financially disadvantaged by the proposed changes.

"The high-quality specialist aged care providers may be more interested in profit than providing service. Some people may lose jobs and become casually employed. Who will oversee that they are doing a good job? What checks and balances will be in place? Is it really a positive /good idea that this work devolves to private companies. Surely we have seen what has happened to aged care facilities and should learn from this." (St Kilda West resident)

"How will residents get information about available services? Will residents be able to afford alternative services? How will the alternative services be monitored for quality?" (St Kilda resident)

Managing the change (11 per cent)

We heard in this question that carefully managing the transition to other service providers is very important. Within this theme, most comments raised the need to communicate clearly what changes would be made. We heard that consideration should be given to providing a mix of communication formats (digital, physical and face-to-face).

"I think you should make it very clear as to which services you are committed to maintaining/providing and which services you might relinquish to private providers and what this transition might mean in terms of continuity, familiarity and relationships already established with care service personnel, costs and fees, reliability, quality and accountability." (St Kilda resident)

THEMES FROM SUBMISSIONS

- An expansion of the Community Connector team, and for the role to be ongoing
- Review of transition 12 months post transition
- Creation of a Positive Ageing Team, incorporating other functions within Council.

"The transition has to be smooth and communication clear and accessible." (Port Melbourne resident)

Resistance to change (11 per cent)

More than one-in-ten comments specifically told us they would prefer no change to the current service.

Most commonly, this related to concerns that change would lead to worse outcomes for clients (such as those mentioned above), including inferior service, increased costs and waiting times, a loss of connection.

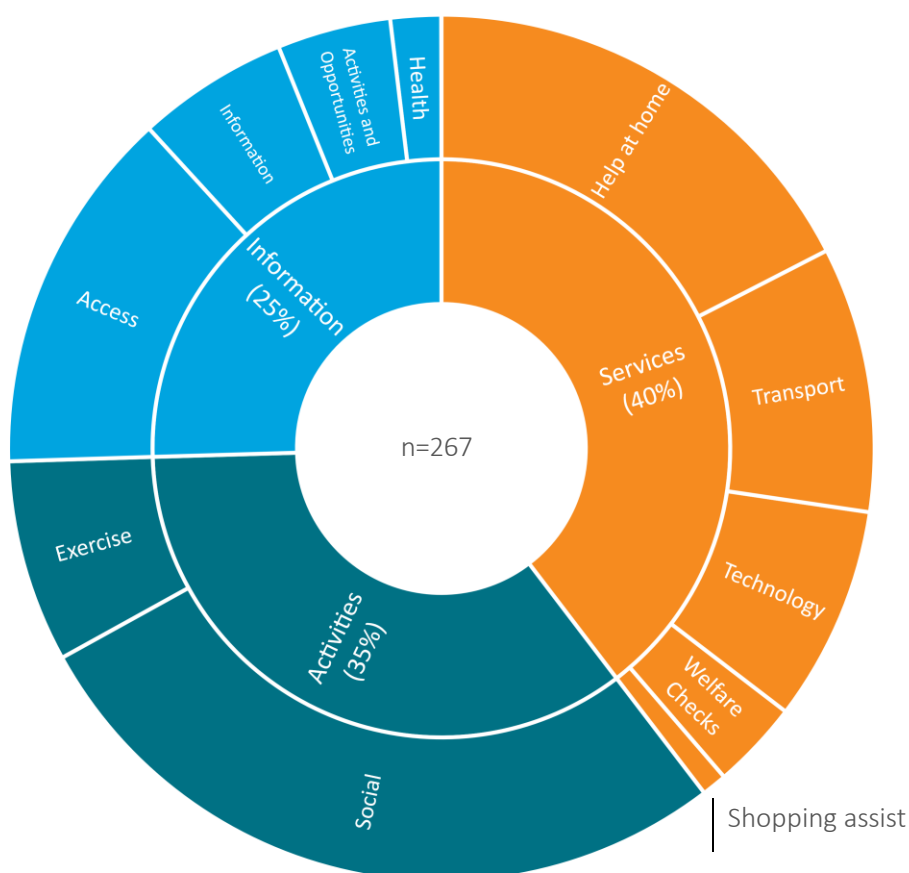
"The council needs to try harder to make it possible to continue to be a provider of aged care services. There is too much evidence that privatized services do NOT provide appropriate or sufficient care. Quality services for the aged community is what is needed. Local government needs to stay involved with such services to keep in touch with its community and to ensure its elderly constituents needs are properly catered for..." (Elwood resident)

"Look at what Bayside Council has implemented to continue taking care of the elderly. If they can do it, I think COPP can as well. Please don't make changes to save at the expense of your elderly and people who need care." (St Kilda East resident)

Question 2: Other services, activities, and information

We are proposing to establish a new service to help people connect to the support and information they need. In this question we asked **what other services, activities and information would be important for older people to be connected in Port Phillip**. The key themes are explored below.

Question 2: Themes



In total, 226 participants responded to this question, with 267 comments relating to different themes. **Comments relating to 'Services' were the most prevalent**, making up 40 per cent of all comments. 'Activities' made up 35 per cent of all comments, and 'information' was 25 per cent. Women provided 75 per cent of all comments, and 93 per cent of respondents were aged 60 and over.

Services (40 per cent)

HELP AT HOME

Respondents told us that having help around the house remains the most important service to access. This included cleaning, gardening, small jobs and support for general maintenance. 'Help at home' also related to support for home administrative tasks such as paperwork, contracts and forms – particularly for older people who are not confident with English or who have no close family who can assist.

"Culturally sensitive homecare services. Ensure that care providers are culturally competent and understand the language and cultural nuances of their clients." (South Melbourne resident)

TRANSPORT

Community buses, subsidised taxis or Uber services were also raised. Respondents told us that being able to leave the house was not only vital to access health service, but to reduce loneliness and isolation.

"Hop on and hop off bus needs a timetable printout. Not everything online. Also, I have been told by older users of your service that the bus is too late to attend classes at U3A by 10:00am when meet classes start." (Port Melbourne resident)

TECHNOLOGY SUPPORT

With services and communications increasingly digitised, respondents suggested support for computer or

mobile phone-related issues would be valuable. As well as more analogue ways to access or connect to support.

"Tech advice – essential now for everyone to be able to function. [As well as] alternatives to tech ways of accessing services for those unable to use tech." (St Kilda resident)

WELFARE CHECKS

Respondents suggested that checks on older people to ensure their needs are match to the services provided, as well as checking on their wellbeing would be an important service to have into the future.

"Social workers to attend our homes regularly to assess if additional support is required. I have found with private providers it's a case of set and forget. We need a client advocate who can visit us, and speak on our behalf." (St Kilda resident)

Particularly with increasing extreme weather events.

"Monitoring of older people in extreme heat and by offering programs for air conditioning (split systems) in parts of their homes as provided by the best councils." (Elwood resident)

Activities (35 per cent)

SOCIAL ACTIVITIES

The subtheme of social activities made up nearly 28 per cent of all comments

for this question. Females provide 80 per cent of this feedback.

Respondents advocated for access to a variety of social opportunities – from centres where older community members can visit any time, to dance classes, more clubs and festivals.

“Activities to combat loneliest in the elderly. Those living alone should be checked on as family can no longer be relied upon to help. Just someone to talk to even if it's over the phone. A Centre they can come into have cup of tea and take advantage of group activities or learn new technology.”
(South Melbourne resident)

Social activities could be culturally specific or to support migrants living in multicultural communities.

“Is there any services which help to connect me with in the Port Phillip community? My English is not very well so many news or activities in community sending out that's hard for me to understand and join in. My background is Vietnamese. I think barriers for me to connect with community are English and culture. Is there any class to improve my English?”
(St Kilda resident)

Social activities were also seen as an opportunity to strengthen connections between generations.

“More activities; art classes, sewing/craft classes, Tai-Chi, book club, music/singing groups. Cooking swap, gardening/community garden,

walking bus/group. Checking in to prevent loneliness, mixing with kids, animals.” (Port Melbourne resident)

“Connection to their community. Put more time and effort into volunteer programs for young locals to assist with their elderly neighbours, think outside the square and trial in small patches if you can link an older person with someone nearby them who can pop in for a coffee, meet them at the park, or pick up quick groceries for them, deliver a parcel to the post office, those little activities which usually elderly parents ask their adult kids to do for them. Of course, it has to be voluntary, and you need safeguards, but if you promote, support and train locals about this initiative and it could take off.” (St Kilda resident)

EXERCISE

Closely related to social activities, some respondents asked for more activities focused on exercise – to support healthy ageing. This included, walking, yoga, hydrotherapy and water aerobics classes designed for seniors.

Information (25 per cent)

ACCESS TO INFORMATION

Responses in this theme talked about access to information through a variety of sources – not only through a website or app – including making information

publicly available in community spaces (such as libraries, community centre or religious centres).

Some respondents talked about the opportunity for Council to help older people access information provided solely through the internet.

"A telephone service to assist with problems. Such as appliances breaking down, leaking roof not for repairing such things but to tell questioners where to go to get help."

"Some older people struggle with electronic communication. Increasingly medical, commercial and information services can only be accessed via email or website either no telephone access is available, or it is impossible to use. Could COPP help these people?" (Port Melbourne resident)

Others talked about accessibility through different language – this was particularly prevalent in Russian and Greek communities.

Some respondents asked that Council compile information about the new service providers were changes to proceed. Here the 'Connector' role was mentioned specifically.

"Council needs to be involved at some level to provide a connector role"

"between new service providers and clients. Also huge need for advocacy role as My Aged Care and ACUS are difficult to negotiate. As council provides services for children, mothers and other residents. Also new providers need to be affordable and trustworthy." (Port Melbourne resident)

"Older people will need help and direction to how to connect with the new providers. So a new information service provided by council would be useful if the new services were to go ahead." (Albert Park resident)

Different types of information were discussed. Respondents talked about better display of timetables for transportation, access to books and newspapers in language, and better access to financial, health or legal advice tailored to seniors.

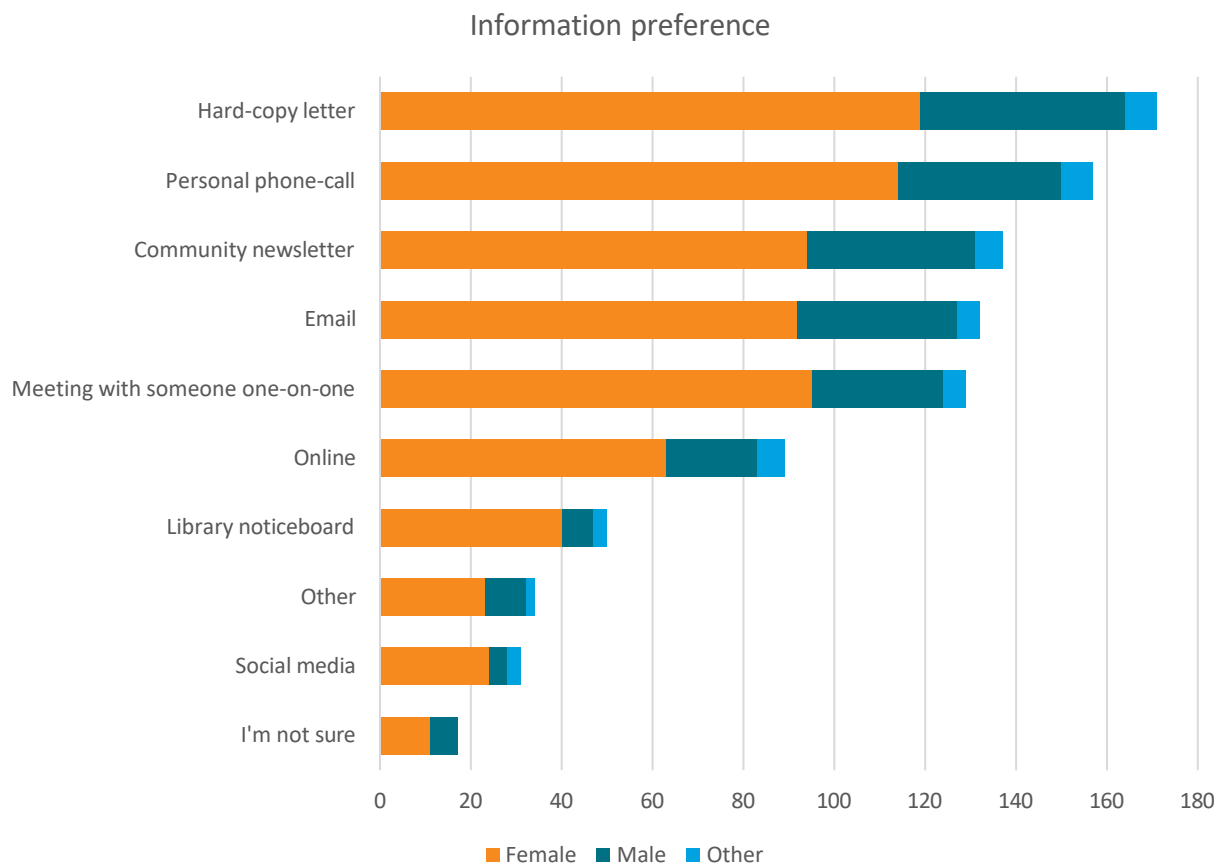
ACTIVITIES AND OPPORTUNITIES TO GET INVOLVED

Respondents also wanted more regular communication of upcoming local activities and opportunities to get involved.

"The main important thing for elderly is socialising. Have better communication of what we offer. Not everyone has emails, send by mail, will be appreciated." (Malvern East resident)

Question 3: Accessing information

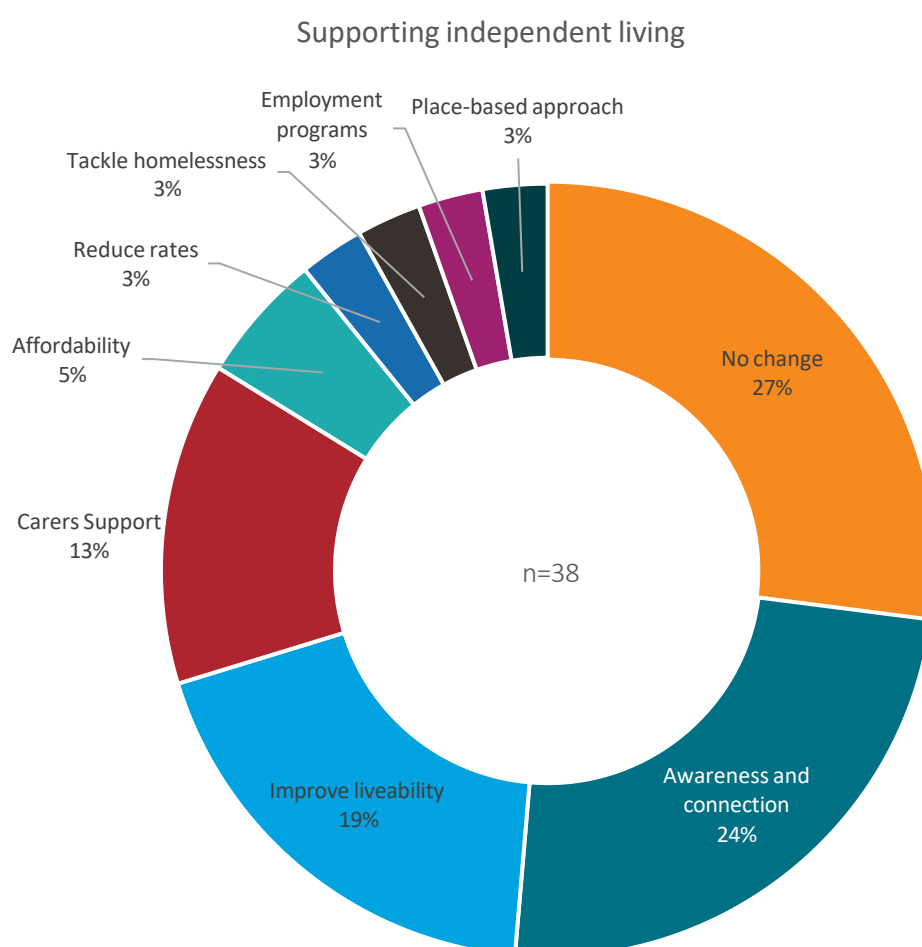
We asked people **the best ways to find out about support for older people in the community, including available services**. In total, we received 327 responses to this question. On average respondents selected 2 or more information preferences.



Printed hard-copy letters, personal phone calls and community newsletters represented the best ways to share information, with new communication techniques such as websites, and social media less preferred. The greatest gender differences were in library notice boards and social media, where male respondents were significantly underrepresented. Responses in the 'other' category mentioned social connections such as friendship groups, social groups, or through current carers and support service staff.

Question 4: Supporting independent living

We asked people their **ideas for how Council could support older people to live independently at home and/or in their community**. While many comments repeated previously provided information, some themes emerged from a limited number of comments. Many comments related indirectly to aged care services and looked more broadly at quality of living (such as awareness, affordability, liveability, housing)



No change (27 per cent)

The most common response suggested that leaving the existing system 'as is' was the best way to support older people to live independently.

"Do not change the present situation, I am satisfied with it thank you." (St Kilda East resident)

Build awareness and connection (24 per cent)

The most common idea provided by respondents within this theme was a campaign to raise awareness of older people in community and facilitate connection between neighbours and younger and older people.

"Perhaps connecting the older person to their Neighbours. The neighbours would need to be canvassed to ask if they would be prepared to be called upon if the elderly person nearby needed their help. This help could merely be contacting the required person to be the assistant."
(Elwood resident)

"Many older people do not have family available. How about trying to match a willing younger person to an older one."
(Ripponlea resident)

"Facilitate intergenerational program with early childhood services."
(Middle Park resident)

Improve liveability (19 per cent)

Safer communities, better connectivity, fixing walkways and uneven surfaces were raised under liveability. Comments also suggested looking at alternative models of social housing that encourage intergenerational living.

"[Explore] alternative forms of social housing that assume multi-age community so that everyone benefits such as the Dutch model where students live with older people in the same cluster of housing." (Suburb not provided)

Supporting carers (13 per cent)

Respondent suggested that carers (both paid and unpaid) who are well trained and well supported will deliver better quality care and help older people stay in independent living for longer.

"You need to support the carer as well. This could be a family member or an employed carer." (Middle Park resident)

Access to social opportunities and time for respite or reflection were suggested for unpaid carers.

"Often it is a carer that enables a person to remain in their home, particularly with a disability/mobility issue - Perhaps a carers support group." (Port Melbourne resident)

Opportunity to employ older people as carers (3 per cent)

In a similar vein, some suggested an employment program hiring older people to care and support other older people.

"As we know our Federal Government allows those on an aged pension to earn considerable amounts to supplement their pensions...

We have (and I meet them in groups I belong to such as U3A) many who would be happy to work in the area of aged care - we come with earned knowledge!" (Port Melbourne resident).

Next steps

How this report will be used

Thank you to everyone who provided their feedback, both online and in person. The report was shared with Council in February 2024 to inform their decision about whether the proposed change will go ahead.

It will be used by City of Port Phillip staff to guide how any change will be implemented, should the proposed change go ahead.



Older Persons Advisory Committee (OPAC)

**Submission to the Aged Care Reform Proposal
December 2023**

OPAC is the key advisory Committee to Council providing advice, advocacy and feedback on issues that affect the health and wellbeing of older residents in the City of Port Phillip, including those raised by older residents.

The Council Plan 2021-31 Strategic Direction “Inclusive Port Phillip” states that ‘Council will partner with our Committee to ensure the diversity of our community’s experience is represented in decision making’.

On behalf of OPAC I would like to present to Council our submission addressing the Aged Care Reform Proposal.

OPAC appreciate and value the work Council Officers have done in considering all options for the continued delivery of care for Port Phillip's older residents as requested in OPAC's 2023 Budget Submission. Whilst we greatly regret the decision for Council to step away from in-home services, we have been fully informed along the way and the decision explained.

We would like to thank in particular, Allison Kenwood, Bridget Monro-Hobbs, Rohan Bond and Cathy Horsley for their consultative and open communication with OPAC.

We look forward to Council's response to our submission.

Wendy Priddle
Chair
Older Persons Advisory Committee

Aged Care Reform Proposal in City of Port Phillip

The Aged Care Reform proposal is an opportunity for Councillors to demonstrate that they understand the role local community plays in ensuring older residents are able to age gracefully in place.

Residents over the age of 60 make up 19% of Port Phillip's population. This cohort is growing and living longer, and we are paying close attention to Council and Councillor decisions affecting our community and how we live in it.

Home Services

- OPAC supports the proposed community-based role of Connector but importantly, on an *ongoing* basis.
- We do not believe that one person alone will be able to provide support to the growing number of older residents who may need assistance in navigating the various positive ageing services and providers in City of Port Phillip.
- We support a 12-month review of the transition - have all clients transitioned to new providers, and are they happy? Do they need assistance finding additional or replacement care?
- Council must ensure it continues to support clients until the new provider can pick up service. We have read of the transition at other Councils leaving elderly residents without care. Port Phillip has a larger number of residents living alone than Greater Melbourne, and the uncertainty of continuation of care causes great stress.
- Recommended providers must have the correct culture for working with our diverse community - multi-cultural, LGBTIQA+, multi-faith etc.

Positive Ageing Team

OPAC advocate for a "Positive Ageing Team" to include the Connector, Linking Neighbours, Seniors Festival, health and wellbeing officers etc. Council currently have dedicated teams working with children, family and youth but not for older residents, one fifth of our community. Other Councils have specific roles for a Positive/Active Ageing Officer or Ambassador.

Port Phillip has a diverse demographic of older residents including a larger than normal proportion of residents living alone, and our older residents are a growing cohort.

OPAC was proud to be part of the development of Council's Positive Ageing Policy, endorsed by Council in May 2023. Councillors at that time requested an Implementation Plan which we believe is outstanding. Feedback provided during Community consultation via Have Your Say was positive and agreed with OPAC's position that the policy is sound, but needs to be backed up with implementation.

We need a team to take responsibility of the Positive Ageing Policy and prove to us that it is not just a nicely-worded document, but that Council and Councillors care for the dignity, health and wellbeing of older residents, and support our wish to age in place.



SUBMISSION ON PROPOSED CHANGES TO AGED CARE SERVICE DELIVERY IN CITY OF PORT PHILLIP, 10 DECEMBER 2023

Introduction:

In February 2024 Council will be asked to consider whether it should withdraw from the provision of a range of services it currently provides to our older citizens – home cleaning services; assistance with shopping; personal care including assistance with showering and dressing; property maintenance and home modifications. This question is being asked in the context of future changes to the Commonwealth Home Support Programme (CHSP) which funds Council's aged care service provision at present. The transition to the new funding arrangements for the Support at Home Programme (SHP) will now occur no earlier than 1 July 2027. This time frame provides a significant opportunity for a more focused consultation with the community and a more detailed presentation of different options along with the costs and purpose of the change in 2024. The proposal that Council withdraw from all in-home direct service provision, with the exception of delivered meals, is a major change affecting hundreds of residents and is a decision that should not be rushed.

We therefore recommend that Council not make its decision in February 2024 but commit to further consideration of options throughout the coming year.

Changes to funding arrangements:

The information currently available implies that Council will not be eligible for funding for its current aged care service provision unless it expands its services to include more complex care such as wound care, administration and supervision of medications. Council does not currently engage staff with higher qualifications required to provide these services.

The framework of the current Council consultation appears to be based on the assumption that Council will not extend its services. It is not clear why this assumption has been made given that Council has not determined the matter.

Has Council been specifically advised by the Federal Government that its funding will be withdrawn if they continue to only provide the current level of services?

What would be the cost to Council if its Aged Care Services were expanded to include more complex levels of care?

Impact on older citizens:

If service provision is transferred from Council to another organization, important personal relationships will be lost. There is no certainty that existing Council staff will be employed by an external body particularly if the rates of pay are less than they are currently being paid.

There is no information at this stage about what other organisations might replace Council's operations. We understand that only not-for-profit aged care providers are eligible to be selected by the Commonwealth and that people will have choice about which provider will provide services to them. But how can people know which service provider will best suit them? And what evidence is there that capacity exists for local not-for-profits to take on all that Council currently does? There is a high level of satisfaction with services provided by Council and concern among service users about change and the possibility both of less continuity of care than is received at the moment from trusted Council staff and the potential for insufficient capacity in any new service system.

We recommend that Councillors be fully briefed about the actual capacity of local not-for-profit aged care providers to provide in-home services currently provided by Council before making a decision about withdrawing from these services.

Exploration of other options:

The provision of local aged care services to support older citizens in their own homes has been a longstanding commitment of Council. Coming to a decision not to continue that commitment in the absence of a full and transparent investigation of the possibility of expanding service delivery to meet the new requirements under the Aged Care Reforms seems precipitous, especially without more information in the public domain to inform community feedback.

What would Council need to do to continue to offer in-home care under the new requirements? Have Councillors been presented with an investigation of this option and, if so, can this information be made available to the community as well?

Could Council consider partnering with one or more not-for-profit Aged Care providers in the provision of home care services across the spectrum of low to high levels of need, under the new Home Support Program?

Could Council consider a partnership with Bayside City Council which already provides the full extent of in home services across levels of need to its citizens, as means to continue to provide in-home services to Port Phillip residents?

We recommend that other options for continuing to provide all in-home services be investigated, and that such an investigation of options than the one proposed, be shared with the community.

Rhonda Small- 0434 027 760
Brenda Forbath – 0425 755 907
For Progressive Port Phillip



10. LIVEABLE PORT PHILLIP

10.1 *Integrated Transport Strategy review - engagement findings and recommendations* 105

10.2 *Pickles Street Safety Improvement - Evaluation* 147

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10.1 INTEGRATED TRANSPORT STRATEGY REVIEW - ENGAGEMENT FINDINGS AND RECOMMENDATIONS

EXECUTIVE MEMBER: BRIAN TEE, GENERAL MANAGER, CITY GROWTH AND DEVELOPMENT

PREPARED BY: KAREN ROACHE, COORDINATOR STRATEGIC TRANSPORT
JACK MCGUANE, TRANSPORT PLANNER
EHUD ROTEM, STRATEGIC TRANSPORT PLANNER

1. PURPOSE

- 1.1 To present the review recommendations and community engagement findings from the mid-strategy review of the Move, Connect, Live: Integrated Transport Strategy 2018 – 2028.

2. EXECUTIVE SUMMARY

- 2.1 In September 2018, Council endorsed the Move, Connect, Live: Integrated Transport Strategy 2018 – 2028 (the Strategy), a 10-year strategic plan to help create a city that is well connected and easy to move around.
- 2.2 The City of Port Phillip is a popular and growing inner-city area, attracting millions of visitors per year. Managing our growth sustainably is critical to preserving liveability and wellbeing for our residents, workers and visitors. Current projections suggest we can expect over 72,000 additional daily private car trips on our roads by the end of this decade. This will make our streets increasingly more congested, with higher transport emissions and increasing pressure on already restricted on-street parking. The Strategy aims to address this challenge by supporting the move to more sustainable transport modes which can help reduce congestion and pollution while increasing equity and safety on our streets.
- 2.3 The Strategy aligns with strategic directions 1-3 of the Council Plan 2021-31; an Inclusive Port Phillip (1), a Liveable Port Phillip (2), and a Sustainable Port Phillip (3).
- 2.4 The Strategy identified 42 actions and included a mid-strategy review (this review). The actions outlined within the Strategy were indicatively costed at \$36m in 2018.
- 2.5 The review was considered at the 16 August 2023 Ordinary Council Meeting, where Council:
 - 2.5.1 *Endorsed the scope, principles, and key changes proposed for the review of the Move, Connect, Live: Integrated Transport Strategy 2018 - 2028 for the purpose of community consultation in August and September 2023.*
 - 2.5.2 *Noted a Report on the findings of the consultation and the updated Strategy will be presented to Council for adoption.*
- 2.6 Key items reviewed included:
 - 2.6.1 alternative approaches to delivering improvements to bike routes that makes them safe and attractive for all riders, but may not rely on fully protected bike corridors (Action 18).
 - 2.6.2 updating the Strategy indicators due to changes in available data, and
 - 2.6.3 updating delivery costs and timeframes for Council funded projects.



- 2.7 Community consultation on the review was undertaken over three (3) weeks, from 25 August to the 15 September 2023.
- 2.8 A key focus of the review was Action 18 which currently requires the delivery of 11 dedicated and continuous protected bike corridors. While three protected bike riding corridors have been delivered over the first five years of the Strategy and two more are underway, learnings from these projects demonstrated that the initial high-level costing allocation for the 11 proposed protected bike corridors of \$12.8M is insufficient to deliver all 11 corridors which also cannot be delivered in the timeframe provided in the Strategy.
- 2.9 Garden City had a total cost of \$1.25m (including \$425,000 funded by the Victorian Government), Park Street has a total cost of approximately \$2m (including \$1.1m funded by the Victorian Government). Inkerman Safety Improvement Project has cost estimates of up to \$9.9m. The final outcome will depend on Council's decision on what, if any, design option will proceed.
- 2.10 In summary, the cost of completed works combined with budget allocation (estimated costs) for bike corridors that are currently underway equate to a total of almost \$11.7m (excluding third party funding) of the original \$12.8m allocated. This does not include Moray Street or St Kilda Road which were delivered by the Victorian Government.
- 2.11 In addition, protected corridors can have amenity impacts including the loss of parking. Understanding and minimising these impacts has extended community engagement, design costs and timelines and has increased the costs of these projects beyond that envisaged when the Strategy was developed. Council engagement on specific protected bike corridors proposals has demonstrated the importance of considering bike safety corridors in addition to protected bike corridors.
- 2.12 Recognising the difficulty of delivering continuous protected bike corridors (the only option currently provided in the Strategy), we asked our community for feedback on the types of infrastructure improvements that would increase safety and accessibility for all road users and encourage riding along these routes.
- 2.13 The engagement was promoted through Council's Divercity, Bike Riding and Community Engagement newsletters and social media.
- 2.14 The detailed results of the consultation can be found in **Attachment 1**, with 78 respondents contributing through Council's Have Your Say page.
- 2.15 Of respondents, 46% identified as women, 41% as men and 12% preferred not to say. Respondents varied in age with an age-distribution typical of the makeup of Port Phillip and included 13% of respondents who do not currently ride a bike.
- 2.16 Three key themes emerged from community members responding to the survey:
- 2.16.1 Safer junctions
- Respondents identified a need for safer crossing options for bike riders at intersections which they consider as high-risk locations.
- 2.16.2 Protected bike lanes
- Less confident riders expressed the desire for protected infrastructure to enhance their safety and encourage them to ride more often. Confident riders are generally more willing to ride in areas without physical protection.
- 2.16.3 Local streets vs. arterial roads



Respondents noted the possibility for different approaches to safe bike corridor delivery based on the type of streets. For local streets (speed limit of 40km/h) there was a preference for protected bike lanes, however there was also indicative support for varied interventions to make the street safe for road users in lieu of this protection. For heavily trafficked or arterial roads (speed limits of 50km/h or above), there was a preference for protected bike lanes, particularly among the less confident riders.

- 2.17 This report recommends replacing the current Action 18 - *Deliver a network of dedicated and continuous protected bike corridors to create safer routes for all ages and abilities*, with the following:
- 2.17.1 Action 18a: "Deliver a range of interventions to build a network of connected, safe riding options, ensuring safety for people of all ages and abilities."
- 2.17.2 Action 18b: "Advocate to State government to deliver protected bike corridors on state-managed arterial roads."
- 2.18 Updates to five of the Strategy's indicators are also proposed, as well as the discontinuance of seven indicators (**Attachment 2**).
- 2.19 If endorsed, the adjustments proposed to the Strategy would remain until the end of the Strategy in 2028.

3. RECOMMENDATION

That Council:

- 3.1 Thanks the community for taking part in the review of the Move, Connect, Live: Integrated Transport Strategy.
- 3.2 Notes the results of the consultation on the Strategy.
- 3.3 Notes the progress on actions to date described in **Attachment 3**.
- 3.4 Endorses updates to five of the Strategy's indicators and discontinuance of six indicators used to measure progress due to changes in availability of data sources and alignment with other Council policies.
- 3.5 Endorses an amended Action 18 in the Strategy from:
"Deliver a network of dedicated and continuous protected bike corridors to create safer routes for all ages and abilities"
to
Action 18a: "Deliver a range of interventions to build a network of connected, safe riding options, ensuring safety for people of all ages and abilities."
and adds
Action 18b: "Advocate to State government to deliver protected bike corridors on state-managed arterial roads."
- 3.6 Authorises the CEO (or delegate) to make minor editorial changes to the Strategy to reflect the endorsed review recommendations.



4. KEY POINTS/ISSUES

- 4.1 The review of the Integrated Transport Strategy was undertaken to meet commitments in the Measuring and Reporting section (page 58) of the Strategy, which states:
- "The Strategy will be reviewed after four years and updated if needed. We will be reporting our progress each year through Council's annual report (unless otherwise stated)."*
- 4.2 The review process has identified several contextual changes that have had a direct impact on the Strategy following its endorsement in 2018. These were presented at the Ordinary Council Meeting on 16 August 2023 and considered impacts of COVID-19, transport innovation, economic, political and policy changes, as well as changes to budget priorities associated with state funded projects.
- 4.3 Following Council's endorsement of the approach to the mid-strategy review on 16 August 2023, a three-week community consultation period was completed between 25 August and 15 September 2023. The focus of this engagement was a review of Action 18 to engage the community on alternative options to continuous protected bike corridors to deliver safe riding infrastructure.
- 4.4 Findings from Council's July 2023 Sustainability Survey and additional research related to City of Port Phillip have also been factored into recommended changes as part of the mid-strategy review.

Review of strategy actions

- 4.5 The Strategy consists of 42 actions linked to the five strategic outcomes. A summary of the key achievements by outcome, was presented to Council on 16 August 2023 (**Attachment 3**).
- 4.6 The 42 actions in the Strategy have been reviewed to assess deliverability. Most actions are broad and ongoing and show significant progress. Many of these actions relate to ongoing and continuous safety improvements and upgrades across our municipality, and/or are reliant on the Victorian Government to fund or deliver.
- 4.7 The following actions have been completed with further details in Attachment 3:
- 4.7.1 Action 1: Review and update the Port Phillip Planning Scheme and Municipal Strategic Statement to ensure an effective integration of land use and transport planning.
- 4.7.2 Action 2: Develop a precinct masterplan for the Domain Precinct.
- 4.7.3 Action 5: Review the Community Bus Services as part of the Aged Care Transition Service review.
- 4.7.4 Action 13: Complete the intersection upgrade of Wellington St.
- 4.7.5 Action 30: Develop and implement a new Parking Permit Policy.
- 4.7.6 Action 31 Develop and implement a new Parking Controls Policy (paid and time-controlled parking).
- 4.7.7 Action 37: Review Car Share Policy.
- 4.8 Most remaining actions are on-track; however, the review highlighted challenges in delivering Action 18 which is paired with an indicator to deliver 4 protected bike riding corridors by 2021-22, and a total of 11 by 2027-28. Action 18 seeks to:



4.8.1 “Deliver a network of **dedicated and continuous protected bike corridors** to create safer routes for all ages and abilities”.

4.9 Should Action 18 not be achieved, it may impact other targets within the Strategy, including the ability to increase riding by 151 percent from baseline data. This is largely due to reduced uptake of riding by less confident or less mobile members of the community.

Changes to Measuring Strategy Progress (indicators)

4.10 Council has reviewed the indicators used to measure the progress of the overall Strategy and are proposing changes so that the benefits to our community can be better understood.

4.11 Officers have proposed changes to five of the indicators due to changes in access to data sources and alignment with other Council policies that have been revised in the last four years.

4.12 Officers also recommend the discontinuance of six indicators due to change in approach or lack of access to required data (see Attachment 2).

4.13 Currently, four indicators use VISTA (Victorian Integrated Survey of Travel and Activity) data to measure the number of walking, bike riding, private vehicle and public transport trips. VISTA data is maintained by the Department of Transport and Planning and released every two to four years. The review considered replacing this methodology with Council owned AI traffic sensors to provide more regularly updated data, including data needed to measure year-on-year progress to include in Council's annual report. However, the review found that, as Council is at the beginning of implementing a network of sensors, the VISTA is a more appropriate data source and VISTA data will be retained to measure and report on outcomes.

Updates to Action 18

4.14 The Strategy identified 15 dedicated, protected bike corridors, including those to be delivered by the Victorian Government. It was proposed that 11 of these would be delivered by 2028. Three bike corridors have been delivered, one has been endorsed for delivery, and another has recently been shared with the community for consultation. The remaining routes are still pending.

ITS Bike Corridors – Status Summary	
Delivered	<ul style="list-style-type: none"> St Kilda Road – St Kilda Road Junction to South Bank Boulevard Moray St – Albert Road to City of Melbourne (partially separated only) Garden City – connecting The Blvd to Sandringham light rail trail
Underway	<ul style="list-style-type: none"> Park Street – Kings Way to St Kilda Road (construction anticipated early 2025) Inkerman Street – Hotham St to St Kilda Road

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Pending

- Shrine to Sea - Kerferd Road and Albert Road from Beaconsfield Parade to Moray St
- Dorcas St / Nelson Rd / Foote St - Kings Way to Beach
- Sandringham Line / Westbury St - Ripponlea to Windsor
- Dickens St - Balaclava to St Kilda Beach
- Acland St / Mitford St / Beach St - Fitzroy St to Elwood Beach
- Tennyson St / Blessington St - Elwood to St Kilda Beach
- Byron St / Glen Eira Rd - Ripponlea to Elwood
- Bridge St / Richardson St/ Loch St - Port Melbourne to St Kilda
- Alexandra St - Prahran to Balaclava
- Armstrong St - Middle Park Beach to Albert Park trail

- 4.15 Several rider safety improvements on local roads have been delivered by Council since 2018, including upgraded crossings, the installation of sharrows and painted bike lanes. These interventions together with other targeted safety interventions, including extended kerbs, bike boxes at intersections and additional traffic calming measures all support safer environments for riders.
- 4.16 Implementation of bike corridors over the last four years has provided a greater understanding of the complexities, time and cost of delivery bike lanes in established areas.
- 4.17 A key finding of the review is that the remaining corridors outlined in the Strategy will not be completed as protected corridors in the time and budget proposed in the Strategy, and that a bespoke design approach that considers local conditions and community feedback is required to continue to deliver improvements through to 2028.
- 4.18 Officers have reviewed international and local best practice to consider alternative approaches to achieve a safer environment for all road users, particularly people riding on these routes.
- 4.19 Where physical protection cannot be achieved, accepted best practice is to create environments with low traffic speed and volumes – together with targeted physical interventions – to create conditions that are safe and forgiving of errors by riders and drivers. These interventions reduce the risk of serious injury or death.
- 4.20 The report recommends an approach that considers existing conditions, road use and the impact of traffic and parking changes on the community as well the impact on residents and businesses.
- 4.21 If changes to Action 18 are endorsed by Council, officers could consider up to three corridors for delivery by 2028. The three will be determined taking into account crash history, traffic volumes and speeds, corridor characteristics and functions, requirements for waste and emergency vehicle access, impact on parking and opportunities to connect with existing bike routes. Officers will also look to identify opportunities to improve existing infrastructure and connections.



- 4.22 The recommended approach to delivering safe bike corridors will vary according to street type. For local streets (speed limit of 40km/h), traffic calming measures can be used to improve safety. For heavily trafficked or arterial roads (speed limits of 50km/h or above), protected bike lanes may be more appropriate and may require advocacy to the Victorian Government.
- 4.23 Traffic calming measures may include treatments to highlight where it is best for bike riders to ride and navigate traffic such as lane markings, green bike lane paint at conflict points, bike stencils and bike boxes at junctions. Targeted protections may be needed at high conflict areas such as kerb outstands or street furniture elements, such as planters, seating areas, and bike parking hoops.
- 4.24 In addition, consideration will be given to other measures, such as trialling traffic speed reduction on some local streets or implementing placemaking initiatives such as street art and vegetation to create safer community-oriented junctions. Other initiatives that would be considered is the use of AI traffic sensors to help identify priority junctions and help guide designs.

5. CONSULTATION AND STAKEHOLDERS

- 5.1 Engagement undertaken by Council, alongside documented research, demonstrates that our community wants to use active transport but is encountering barriers.

Previous Engagement

- 5.2 Extensive engagement and community consultation was undertaken as part of the development of the Strategy in 2018. This included consultation on 'Setting the Direction' – a position paper identifying transport problems and providing guiding principles to form the basis of what became the Integrated Transport Strategy. This took place between October and December 2017.
- 5.3 This was followed by a five-week public consultation on the draft Strategy that reached a cross-section of the community via a detailed survey, focus groups, interviews, targeted discussions and workshops. This took place between June and July 2018.
- 5.4 At this time, the most popular themes ranked as 'very important' in community consultation were walking and bike riding improvements (70%), enhancing public transport choices (68%) and safety on our roads (67%). Accordingly, the actions ranked as most important by the community were:
 - 5.4.1 Action 18 – Deliver a network of dedicated and continuous priority bike lanes to create safer routes for all ages and abilities (31% of respondents' top priority)
 - 5.4.2 Action 24 – Partner with the Victorian Government and public transport providers to increase the reliability and frequency of both tram and bus services (23% of respondents' top priority)
 - 5.4.3 Action 28 – Identify and advocate for improvements to missing public transport links and areas of poor public transport connectivity (19% of respondents' top priority)
 - 5.4.4 Action 15 – Deliver pedestrian projects that create safe, high amenity walking routes and reduce barriers to crossing major roads (17% of respondents' top priority)
- 5.5 Research conducted by Monash University research in 2021 found that 71% of people living in the City of Port Phillip were 'interested but concerned' about riding a bike,



saying they would ride a bike if infrastructure were provided that physically separated them from car traffic (*The potential for bike riding across entire cities: quantifying spatial variation in interest in bike riding; Pearson et al., 2022*).

- 5.6 The same study found women to be more concerned about riding on the road, next to motor vehicles, and the dangers of a collision with a motor vehicle. The research concluded that women want space when riding a bike to feel safe, and accordingly call for protected bike lanes, connecting the network to remove “missing links” and providing wider lanes to enable stopping.
- 5.7 Council’s Sustainability Survey 2023, responded to by 615 residents in total, indicated community support for the following transport-related matters which rated highly (0 very unimportant to 10 very important):
 - 5.7.1 Enhancing low-emission transport 8
 - 5.7.2 Promoting active travel 7.8

Review engagement

- 5.8 Following Council’s endorsement to conduct community consultation on the mid-strategy review, engagement ran for a three-weeks between 25 August and 15 September 2023.
- 5.9 Community consultation involved a survey via the Have Your Say webpage. Feedback was sought from the Port Phillip Community, including the Port Phillip Bicycle Users Group (BUG), members of the Older Persons Advisory Committee (OPAC) and subscribers of the Bike Riding Newsletter.
- 5.10 The focus of this engagement was to determine alternate methods to deliver the outcomes for Action 18 of the Strategy which addresses safe bike riding corridors and associated infrastructure. The full report showing the results of the consultation can be found in **Attachment 1**.
- 5.11 The total reach of this project was 356 people, with 322 page views of the Have Your Say page, 281 page visits by 186 visitors, and 78 survey contributions received.
- 5.12 A social media campaign was run on City of Port Phillip’s Facebook and Instagram accounts which attracted 24 reactions, 32 comments and four shares.
- 5.13 The engagement demonstrated that Port Phillip has a diverse community of riders, from highly confident riders who ride in all conditions, to those who are less assured and want to cycle more or commence riding but find the city’s current infrastructure insufficient for their safety needs.
- 5.14 The responses clearly demonstrate that relationship between safety perception and riding frequency, with many non-confident riders feeling unsafe to ride a bike in Port Phillip. When asked what can make them feel safer, some notable trends have emerged:
 - 5.14.1 There is a strong demand for safer crossing options at intersections, by riders of all levels.
 - 5.14.2 Junctions are recognized as hazardous spots for riders, causing unease among many and act as deterrence to bike riding.



- 5.14.3 Bike lanes are a key focus, with evident support for dedicated infrastructure to enhance riding safety in Port Phillip, may it be separated or painted lanes, with or without a buffer.
- 5.14.4 While a small share of respondents have shown support for sharrows in combination with other traffic calming measures to reduce car traffic speed and volume, respondents generally advocate for dedicated bike lanes (protected or not) on local streets with a speed limit of 40 kilometres per hour.
- 5.14.5 On main roads with speed limits exceeding 50 kilometres per hour, there's a higher preference for specifically protected and separated bike lanes, particularly among the less confident riders.

6. LEGAL AND RISK IMPLICATIONS

- 6.1 Achieving many of the actions and outcomes within the Strategy relies on advocacy work to relevant authorities and funding from the Victorian and Australian Governments. The dependency on governments, transport providers, adjacent councils poses a risk to completion of some actions.
- 6.2 Whilst targeted interventions can improve safety on the hyper-local level, these will not offer the same level of safety across the whole riding network as dedicated and protected corridors.
- 6.3 A shift from a previous commitment for only protected infrastructure could result in reputational risk for Council due to perceived lack of action and implementation of endorsed strategies.
- 6.4 Council has an obligation to mitigate high-risk environments that impact the local community, particularly where the asset is owned and managed by Council.
- 6.5 Other Council strategies, policies and plans refer to the actions in the Integrated Transport Strategy. Changes to the Strategy could impact outcomes associated with other policies or strategies, including Act and Adapt: Sustainable Environment Strategy 2018-2028, the Climate Emergency Plan 2023-2028, the Places for People: Public Space Strategy 2022-2032, the Positive Aging Policy 2023-2028, and the Accessibility Action Plan 2023-2028, as well as the forthcoming Urban Forest Strategy and Places to Live: Port Phillip Housing Strategy.

7. FINANCIAL IMPACT

- 7.1 Many of the actions in the Strategy, particularly around partnership and advocacy can continue to be delivered through existing resources.
- 7.2 The draft 10-year Council Plan currently includes walking, bike riding and public transport (sustainable transport) projects for 2023/24 to 2028/29 costed at \$20.16m. These projects are intended to be funded by \$4.06m external funding, and \$16.1m from Council's Strategic Transport Reserve (STR) which is expected to have revenue (including the opening balance) totalling \$15.12m from 2023/24 to 2028/29. To address this shortfall of approximately \$1m, additional external funding will need to be obtained, projects will need to be rescoped and/or potentially delayed.
- 7.3 The existing budget in the draft 10-year Council plan allocates \$12.8m for protected Bike Infrastructure and includes delivery of Park Street and Inkerman Street. Final costings for these pending projects will be dependent on Council's decision on what, if any, design options proceed for Inkerman Safety Improvement Project. Initial high-level



costings for delivering the remaining protected corridors indicate the existing budget is insufficient.

- 7.4 Garden City had a total cost of \$1.25m (including \$425,000 funded by the Victorian Government), Park Street has a total cost of approx. \$2m (including \$1.1m funded by the Victorian Government). Inkerman Safety Improvement Project has cost estimates of up to \$9.9m. In summary, the cost of completed works combined with budget allocation (estimated costs) for bike corridors that are currently underway equate to a total of almost \$11.7m (excluding third party funding) of the original \$12.8m allocated.
- 7.5 If Council endorses changes to the Strategy, officers will assess the priority corridors to identify projects for delivery, including high level costings based on allocated budgets which will be identified through the annual budget process.
- 7.6 We will continue to seek to further reduce financial impact on Council by partnering with other agencies to support delivery of the Strategy and apply to grants from State and Federal Government should these become available.

8. ENVIRONMENTAL IMPACT

- 8.1 Independent analysis conducted in October 2022 for Council's Act and Adapt Review found that private vehicle use is currently responsible for 14% of our city's greenhouse gas emissions and that transport is our biggest growing emissions source. By 2040 on-road travel will make up nearly 50% of community emissions despite a reduction in absolute emissions, as other sources will reduce more quickly.
- 8.2 Increased uptake of electric vehicles using low emission power will help reduce transport emissions, however, this transition will not decrease traffic congestion and parking demand on our streets nor reduce the risk to vulnerable street users.
- 8.3 Reduction of community greenhouse gas emissions will require having safe, attractive sustainable transport options to achieve a shift away from use of private vehicles as identified in the Strategy.

9. COMMUNITY IMPACT

- 9.1 The City of Port Phillip is a popular and growing inner-city area, attracting millions of visitors per year. Managing our growth sustainably is critical to preserving liveability and wellbeing for our residents, workers and visitors. Current projections suggest that over 72,000 additional daily private car trips are expected on our roads by the end of this decade. This will make our streets increasingly more congested, with higher transport emissions and increasing pressure on already restricted on-street parking. The Strategy aims to address this challenge by supporting the move to more sustainable transport modes which can help reduce congestion and pollution while increasing equity and safety on our streets.
- 9.2 Data indicates that women currently account for about 25% of all bike trips in Port Phillip, research has shown women to be more sensitive to lack of protection and separation from cars compared to men, and that women feel significantly safer on 30km/h streets compared to those that are 40km/h or faster.
- 9.3 The Gender Impact Assessment as part of the review has shown that the current bike infrastructure across Port Phillip, which relies heavily on unprotected bike lanes, consistently benefits men more than women due to men's higher riding confidence and the nature of their travel patterns, typically being unencumbered, solo and direct commuting to and from work.



- 9.4 Usage of bikes and micro-mobility is on the rise, over the last two summers the Artificial Intelligence sensors at St Kilda Pier recorded 172,000 bike and micro-mobility trips between December 2021 to February 2022 increasing to 188,000 bike and micro-mobility trips the following summer, representing an increase of 9%.
- 9.5 The use of cargo bikes is also increasing, at sensor locations usage grew 377% between June 2022 and June 2023. Cargo bikes require wider lanes due to their size and more protection, as they are typically used to transport children.

10. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 10.1 The Strategy aligns with most strategic directions in the Council Plan 2021-31, including:
- 10.1.1 Inclusive Port Phillip
 - 10.1.2 Liveable Port Phillip
 - 10.1.3 Sustainable Port Phillip
- 10.2 The Strategy relates to Council's Climate Emergency declaration, by promoting actionable steps to reduce car dependency and car related emissions; to Council's Economic Emergency declaration, by progressing cheaper and more economically sustainable travel options for our community; and to numerous other Council strategies and policies, including the Car Share Policy 2023-2028, Act and Adapt: Sustainable Environment Strategy 2018-2028, the Places for People: Public Space Strategy 2022-2032, the Positive Aging Policy 2023-2028, and the Accessibility Action Plan 2023-2028, as well as the forthcoming Urban Forest Strategy and Places to Live: Port Phillip Housing Strategy.

11. IMPLEMENTATION STRATEGY

11.1 TIMELINE

- 11.1.1 Review potential corridors and identify up to three feasible corridors to develop a local approach to safety in 2024.
- 11.1.2 Oversee implementation of the remaining and ongoing Strategy actions through to the end of the Strategy in 2028




11.2 COMMUNICATION

- 11.2.1 Should the proposed updates to the strategy be endorsed, changes will be incorporated into the Move, Connect, Live: Integrated Transport Strategy 2018-2028 document and distributed through Council's website and other relevant channels.

12. OFFICER DIRECT OR INDIRECT INTEREST

- 12.1 No officers involved in the preparation of this report have any material or general interest in the matter.

ATTACHMENTS

- 1. Engagement Report 
- 2. Changes to indicators 
- 3. Progress on actions 



Engagement Summary Report

Move Connect Live | Integrated Transport
Strategy 2018-2028

November 2023





Introduction

Project background

The Move, Connect, Live: Integrated Transport Strategy 2018-28 is due for mid-Strategy review.

While most of the 42 actions are on track to be progressed, limited progress has been made relating to Action 18: Deliver a network of dedicated and continuous priority bike lanes to create safer routes for all ages and abilities.

Following the Ordinary Council meeting on 16 August 2023, community input was sought to inform an alternative approach to effectively delivering improvements which provide our community with safe, connected and convenient bike riding choices.

This draft report provides a summary of the findings of the engagement undertaken. It provides an overview of the engagement activities conducted from Friday 25 August 2023 to Friday 15 September 2023 (3 weeks), and a summary of the feedback received from the community.

What we set out to achieve

Engagement will be used to:

- Consider the experiences of people riding locally since the Integrated Transport Strategy Move Connect Live 2018-28 was implemented in 2018.
- Draw on the experiences and perceptions of people riding and not riding, to determine an effective path forward to delivering improvements for bike riding as compared to fully protected corridors on all previously identified routes by 2028.



What we did

Engagement questions

Participants were asked the following questions:

- How often do you ride a bike?
- What kind of rider are you in general?
- How safe do you feel riding a bike in Port Phillip?
- What would make you feel more comfortable riding a bike on local streets (e.g. 40km/h and below) in Port Phillip? Select your top three preferences.
- What would make you feel more comfortable riding a bike on main roads (e.g. 50km/h and above) in Port Phillip? Select your top three preferences.
- What barriers stop you from riding a bike in Port Phillip?
- If you were to ride, what would make you feel more comfortable riding a bike on local streets (e.g. 40km/h and below) in Port Phillip? Select your top three preferences.
- If you were to ride, what would make you feel more comfortable riding a bike on main roads (e.g. 50km/h and above) in Port Phillip? Select your top three preferences.
- Is there anything else you'd like to add?

Participants were also asked to respond to a range of demographic questions, including:

- Age bracket
- Gender; and
- Suburb.

Engagement activities

The following engagement activities were undertaken during this project:

- An online survey hosted on Council's Have your Say project page.

Feedback was sought from the broader community, as well as Port Phillip Bicycle Users' Group (BUG), subscribers of the Bike Riding Newsletter and members of Older Persons Advisory Committee (OPAC).



Participation

Participation snapshot:

- The total reach of this project was 356 people.
- 322 page views of the Have Your Say page
- 281 visits to the Have Your Say page by 186 visitors
- 78 survey contributions were received, and
- 7 people following the project page.

A social media campaign was run on City of Port Phillip's Facebook account, which is followed by 15,000 people, attracted 17 reactions, 17 comments and four shares.

We also ran a post on Instagram which is followed by 7,147 people, attracted 7 reactions, 17 comments and 0 shares.

Strategies to support participation

Community participation was supported by:

- **Dedicated Project Page:** a dedicated project page was created on Council's Have Your Say, a consistent location for the community to access information and participation via the survey.
- **Communications Campaign:** run through the City of Port Phillip. This included promotion on Council's corporate channels and social media.
- **Direct emails:** key stakeholders were e-mailed to participate directly including Port Phillip Bicycle Users' Group (PPBUG).
- **Social media posts:** on Council's Facebook and Instagram pages.
- **Council's Newsletters:** Divercity, Bike Riding Newsletter and Have Your Say newsletters.
- **Direct meetings:** meeting with Older Persons Advisory Committee (OPAC).

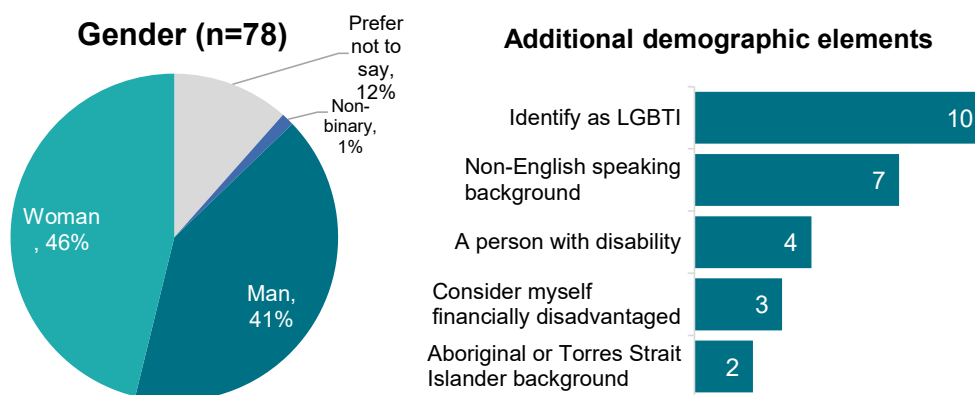
Engagement Summary Report



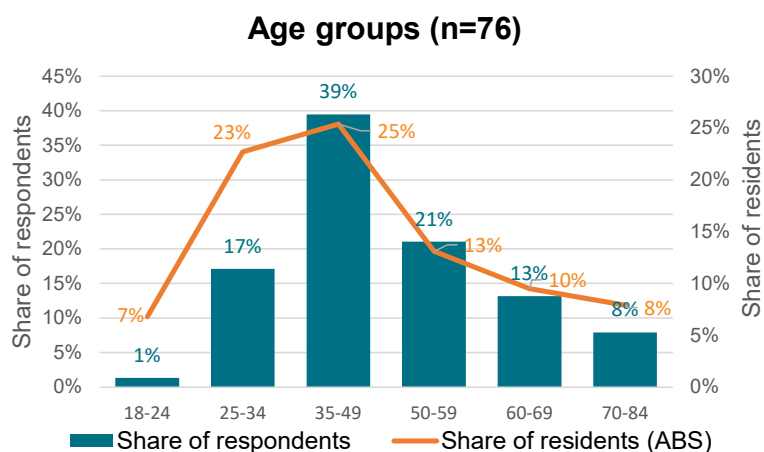
Who we heard from

Demographics

A summary of the demographic data captured through the online survey is provided below.



Note: This is not multi-exclusive, with some respondents noting more than one option

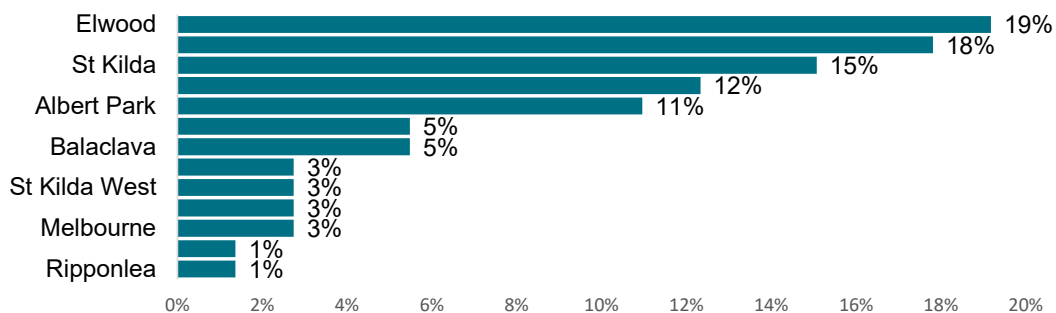


Caption 1: The sample broadly reflects the age distribution across Port Phillip, despite minor differences. Note: We received no responses from under 18 and 80+ demographics, as well as

Move Connect Live | Integrated Transport strategy 2018-2028



lower responses from 18-34 compared to their share of the community. This could be the focus on future engagement on this topic.

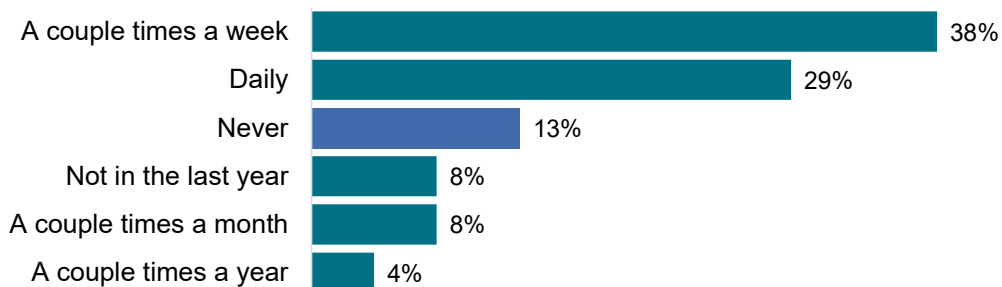
Residential suburb (n=73)

Note: We also received 6 responses from non-residents, including residents of Abbotsford, Highett, Mckinnon and South Yarra, as well as two from Northcote and Preston noting they work in St Kilda.

Riding demographics

Beyond collecting general demographic information, respondents were queried about their connection to cycling, both in a broader sense and within the context of Port Phillip. Respondents were asked about their frequency of cycling in the city and to describe themselves in terms of their bike riding habits. This approach aimed to offer an additional perspective for scrutinising the responses.

The main information is provided below, with the analysis in the following section.

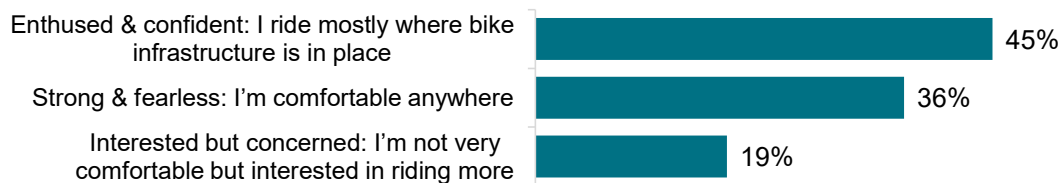
Riding frequency (n=78)

Caption 2: Most respondents ride their bike in Port Phillip frequently, with a small percentage (21%) never riding a bike or not in the last year. It's important to note that these numbers are split evenly when accounting for gender reported.

Engagement Summary Report



Riding group (n=69)



Caption 3: Respondents who indicated that they do ride a bike, were then further prompted to assess their self-confidence as bike riders, based on the established Geller typology found in the literature¹. This enabled gaining a more comprehensive understanding of the diverse spectrum of people riding a bike and those interested in riding a bike within Port Phillip, each with their unique perspectives.

This categorisation helps unveil the nuanced, yet vital distinctions, among the various riders in our city, ultimately facilitating a more precise and tailored approach to addressing their needs.

¹ For example: Dill, Jennifer, and Nathan McNeil. "Revisiting the four types of cyclists: Findings from a national survey." *Transportation research record* 2587, no. 1 (2016): 90-99.



Geller typology

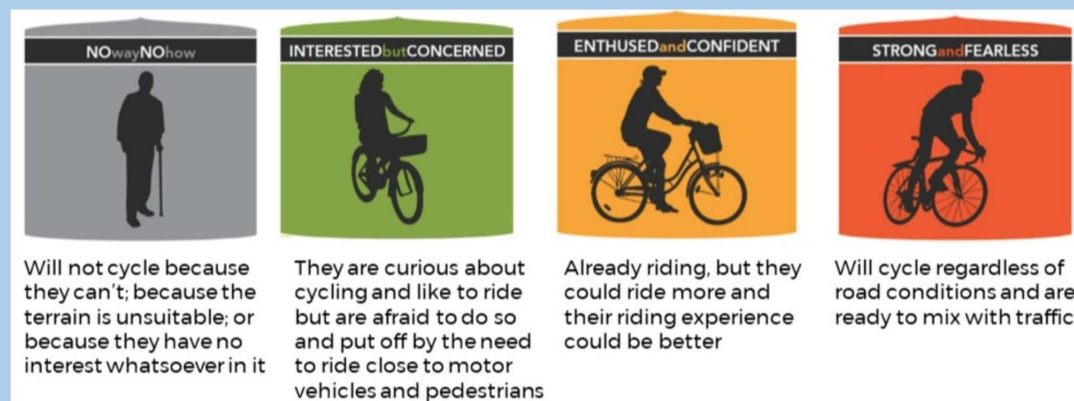


Image 1: Bicycle Coordinator for Portland (Oregon, USA), Roger Geller, put forward this typology of bike riders based on how traffic influences their decision on whether to cycle or not. This typology has become commonplace in research around bike riding and behaviour change to achieve mode shift due to its elegant distinction and universal applicability. Studies across the world have demonstrated the different groups to average around the following:

- NO way NO how: ~ 30%
- Interested but Concerned: ~ 60% - 70%
- Enthusied and Confident: ~ 7%
- Strong and Fearless: ~ 1%

In Victoria, this typology has been used by the Department of Transport (DoT) to develop a Victorian version to estimate the Level of Traffic Stress of the network to assesses how well the active transport network meets the needs of the different types of bike riders, as well as using it during the development of the Movement & Place framework².

² [Level of Traffic Stress - an Australian approach \(pedbiketrans.com\)](http://pedbiketrans.com/)



What we heard

Key findings

Port Phillip has a diverse community of riders, ranging from the highly confident who ride in all conditions, to those who are less assured and seek to cycle more or even start riding but often find the city's current infrastructure insufficient for their safety. In order to support the achievement of Council's objectives to increase bike riding and sustainable transport use in Port Phillip, it is important to pay attention to the differences between these groups, and acknowledge the needs of the less confident riders which often tend to be overwhelmed by louder non-riding or confident riding voices.

For example, while the highly confident riders may not ask for specific infrastructure, or even actively speak against it as it might limit the way they currently cycle, the responses from the less confident riders emphasise their desire for enhanced safety interventions to improve their cycling experience and feeling of safety. In both cases, it is important to note that such improvements can further reduce the risk of injuries for both groups, as perceived safety and objective safety do not necessarily coincide.

The responses clearly demonstrate that relationship between safety perception and riding frequency, with many non-confident riders feeling unsafe to ride a bike in Port Phillip. When asked what can make them feel safer, some notable trends have emerged:

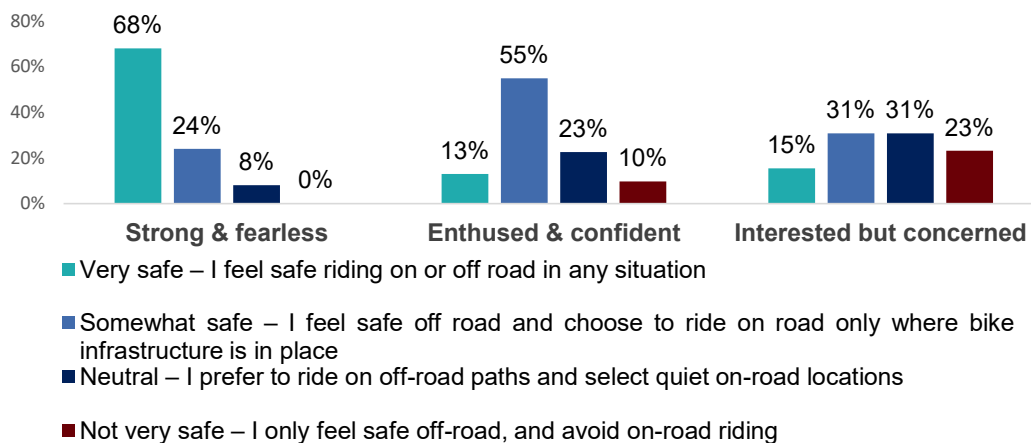
- There is a strong demand for safer crossing options at intersections, by riders of all levels. Junctions are recognized as hazardous spots for riders, causing unease among many and act as deterrence to bike riding.
- Bike lanes are a key focus, with evident support for dedicated infrastructure to enhance riding safety in Port Phillip, may it be separated or painted lanes, with or without a buffer.
- While a small share of respondents have shown support for sharrows in combination with other traffic calming measures to reduce car traffic speed and volume, respondents generally advocate for dedicated bike lanes (protected or not) on local streets with a speed limit of 40 kilometres per hour.
- On main roads with speed limits exceeding 50 kilometres per hour, there's a notably higher preference for specifically protected and separated bike lanes, particularly among the less confident riders.

Key engagement responses

More specific findings at shown below.



How safe do you feel riding in Port Phillip, per the Riding group reported (each Riding group = 100%; n = 69)



Caption 4: a large proportion of respondents do not feel safe enough to ride a bike in Port Phillip, with only 33% of respondents reporting feeling Very safe to ride in Port Phillip. There's a clear difference between the riding groups, with more confident riders feeling safer across all situations, while less confident riders will prefer to avoid riding on-road where dedicated infrastructure is not in place.

Across all riding groups, people riding a bike in Port Phillip seem to prefer riding only riding off-road, on quiet on-road locations and where bike riding infrastructure is in place.

When focusing on the least confident group – Interested but concerned – which is a main target group to increase ridership in CoPP as these respondents have stated they will cycle more if they feel more comfortable to do so, the level of perceived safety is clearly not very high, with most riders looking to ride only on off-road paths or where dedicated infrastructure is present.

"Use already available off-road bike paths which are more than adequate for Port Phillip bike riders"

"I wouldn't want to ride on a road at all"

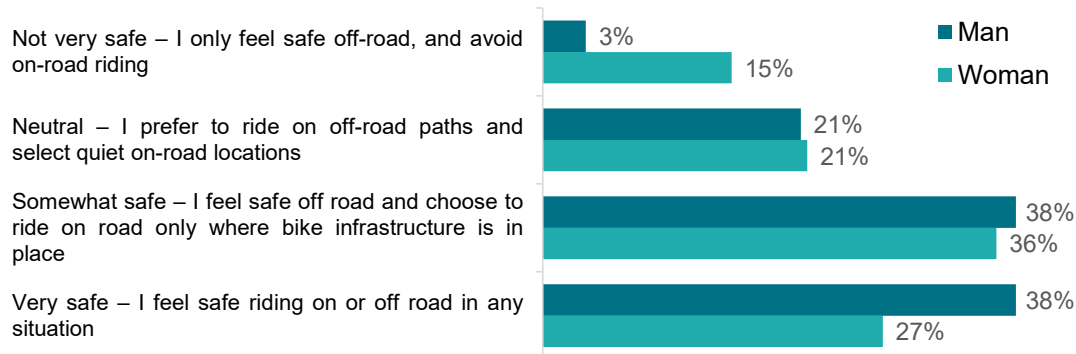
"I want to ride more but don't feel safe. Would love to ride from Port Melbourne into the city safely. Would use my car less if I could safely ride more"

"I avoid some roads as they are just too dangerous, or to lower the probability of any incident to take a safer route"

Engagement Summary Report



How safe do you feel riding in Port Phillip, per gender (each gender = 100%; n=62)

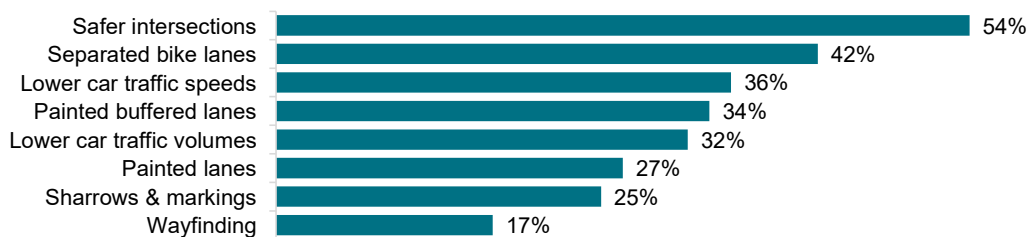


Caption 5: perceived safety riding a bike in Port Phillip is mostly similar for both genders, with a small skew at the edges – a larger share of women reported feeling Not very safe, while a larger share of man reported feeling very safe.

Acknowledging the urban landscape of Port Phillip, and aligning with global research on cycling, perceptions of bike riding safety, and the impetus for behavioural change, respondents were requested to provide distinct responses for two distinct street categories that characterise Port Phillip: local streets with a 40kph car traffic limit and main roads with a 50kph car traffic or more. In this differentiation, they were encouraged to outline the factors that would enhance their sense of safety when cycling on each type of street. The ensuing compilation of responses, both in an aggregate form and segregated by specific riding groups, is presented below.

What would make you feel more comfortable riding in local street with 40kph?

(share of respondents voting for each option;
each respondent could vote for up to 3 options, n=59)



Caption 6: better protection in intersections together with safer lanes, fully separated or painted with a buffer, received the highest level of responses from people who ride a bike in CoPP. Lower car speeds as well as car traffic volume, have also been noted as increasing the feeling of safety.

"I already feel comfortable, and lines and separation are not required"

"Cycle lanes should be painted across intersections, so drivers turning left know they are crossing a lane of traffic!"

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"I am comfortable as it is"

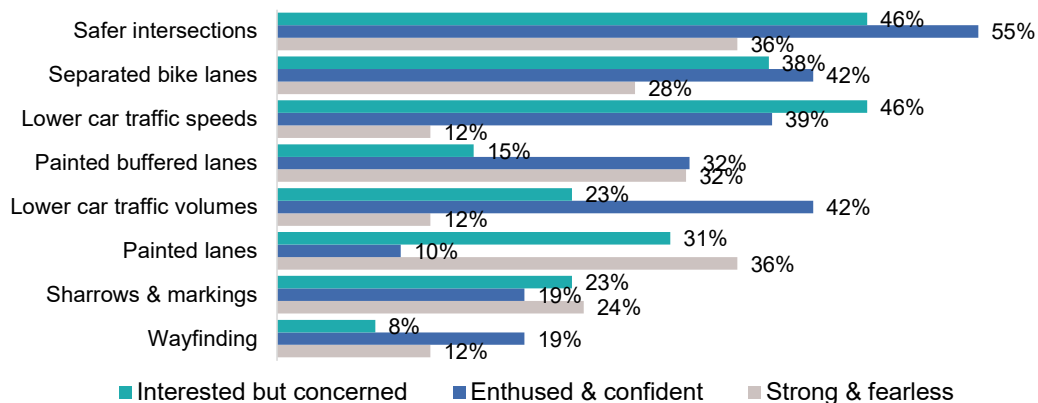
"Intersections and roundabouts are the biggest issue to focus on. There is no point having a bike lane if you are on your own at intersections"

"Painted lanes indicating bikes use on this road is all that is needed. Road furniture is dangerous for cyclists"

"I already feel comfortable, and lines and separation are not required"

What would make you feel more comfortable riding in local streets with 40kph, per riding groups

(share of respondents voting for each option;
each respondent could vote for up to 3 options, each Riding group = 100%, n=69)



Caption 7: while there are differences between the self-described riding groups, there is still a clear preference for safer infrastructure at intersections as well as more designated bike lanes, whether separated or painted (w/without additional buffer). It is worth noting the support for lower car traffic speeds and volume amongst the less confident riders, compared to the more confident riders.

"I feel safe riding in our area - I don't weave in and out of traffic or speed past parked cars"

"I'd love car speeds in suburban streets to drop to 20km/h."

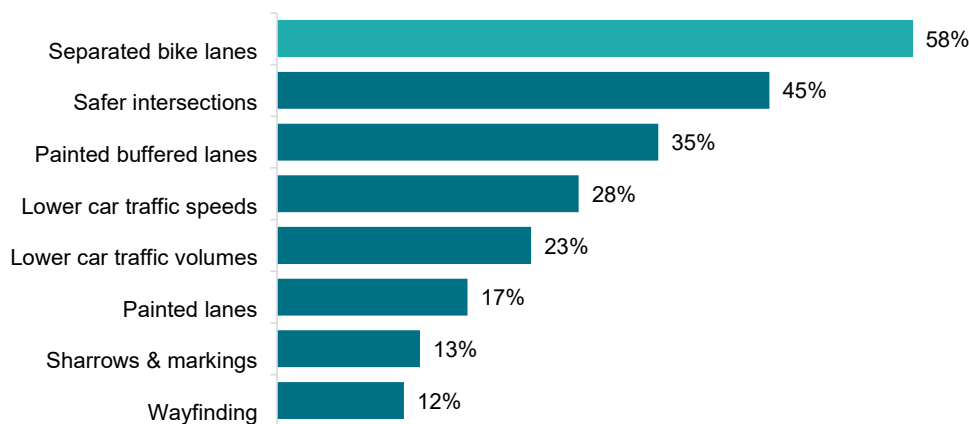
"I don't feel safe sharing road with cars. I need to be off road or physically separated to ride"

Engagement Summary Report



What would make you feel more comfortable riding in main roads with 50kph?

(share of respondents voting for each option; each respondent could vote for up to 3 options, n=69)



Caption 8: when it comes to riding on main roads of 50kph, the main difference is the additional support for protected bike lanes, along with safe infrastructure at intersections and painted bike lanes with a buffer. Limited infrastructure, such as painted lane without a buffer, sharrows and wayfinding to direct riders to nearby infrastructure, seem to not support the feeling of safety on major arterial roads with high speeds.

"I will not ride on the road unless physically separated bike lanes are present. I will not ride next to cars, it's too dangerous. I would love to ride but I just don't feel safe"

"The only bicycle infrastructure worth putting in is fully separated, physically separated bike lanes. Paint is not infrastructure"

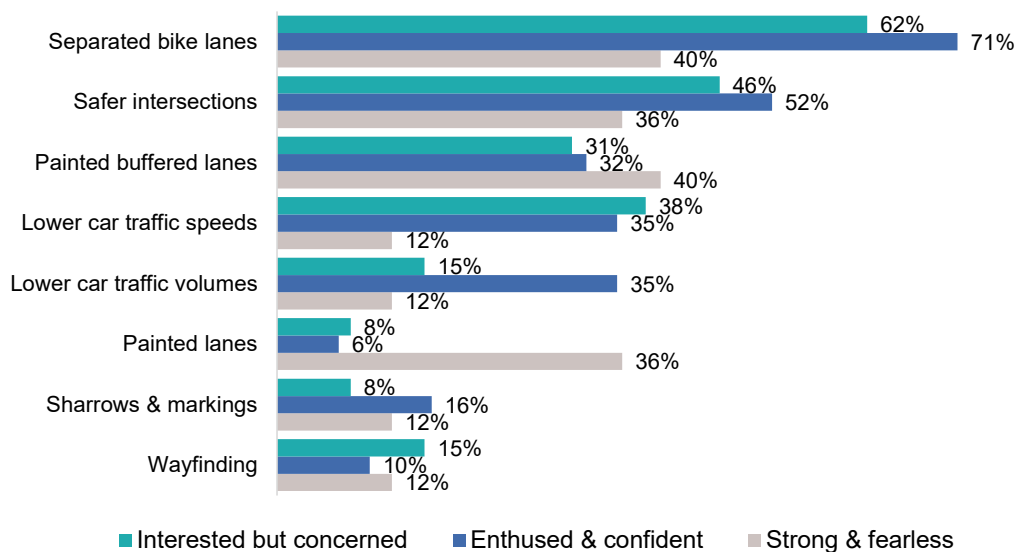
"I often nearly get killed riding on Chapel Street, but I think using side streets isn't really safer with cars travelling along the cross streets"

"It is vital that bike lanes are separated from roads. It is not safe riding between lines marked on a road"



What would make you feel more comfortable riding in main roads with 50kph, per riding groups

(share of respondents voting for each option;
each respondent could vote for up to 3 options, each Riding group = 100%, n=69)



Caption 9: there is a clear difference between the preferences of the three self-described riding groups when it comes to the level of protection preferred on main roads. While the less confident groups converge on fully separated lanes with 62-71% support, and extremely little support for painted lanes without a buffer (6-8%), the Strong & fearless group does not seem to have a clear preference between separated (40%), painted with a buffer (40%) or painted without a buffer (36%), as they seem to feel comfortable using all options. This is important to note as members of the Strong & fearless tend to already ride in CoPP with existing infrastructure, while the less confident riding groups are the main target groups to increase ridership in the city. A desire for safer crossing infrastructure at intersections is shared among all riding groups similarly.

"It is fine as it is. Separated lanes lock you in and are dangerous and painted lanes have the effect of making car drivers think you should stay in the lane when it may be preferable to ride outside it"

"I stay away from the main roads, there's plenty of safe places to ride"

"The new separated bike paths along St Kilda Road have been an enormous benefit to me and enabled me to ride to the city without fear of being "doored" by parked cars"

"I'd like to see more road space for separated bike lanes, less for car parking. Especially on busy main roads. I've been hit 3 times when riding in the designated bike lanes on St Kilda Road. And Glenhuntly Road. Drivers don't respect a bit of paint on the road. It needs to be separated to be safe"

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Engagement Summary Report



Additionally, we asked respondents for anything else they might wish to say:

"COPP should be prioritizing sustainable methods of transport and public transport over cars. This should require that bike infrastructure is mandatory in any infrastructure project in COPP. It's a flat council, residents of all ages should be able to ride safely around their towns because there is adequate separation between bike riders and cars"

"It's been severely disappointing that the council has not done anything meaningful to make cycling safer"

"I'd like to see Port Phillip do more to deliver bike infrastructure - we are lagging behind other areas"

"Port Phillip has the bones of a great cycle network. Fairly flat, many local streets are half decent already, trunk corridors that can be further leveraged (e.g. Sandridge Trail, Cecil St, Albert Park, Moray St, St Kilda Rd). Providing safer cycle infra (both improving existing and on new routes) combined with traffic-calming on local streets would make a huge difference. Parts of Port Phillip are peninsular in nature, so it should be relatively easy to remove through traffic (e.g. Kerferd Rd)"

"Road closures and speed reductions to keep cars on main streets, and encourage walking/cycling on secondary streets while increasing greening (on the closed roads, with cycling/walking still there)"

"No bike lanes on our nice mostly wide roads please. Bikes are just another vehicle (unregistered though) that can use road as they have done for 120 years in Port Phillip with few problems"

"Unfortunately, bike projects on their own have become a Boogeyman. To enable safe cycling, consider projects aimed at safer and more liveable streets as a whole and that are not framed as bike projects on their own"

"The main concern with current bike lanes is that drivers don't respect them. Street parking is a hazard where trucks and cars park across lanes and back out into them. The only way to make cycling truly safe is to separate bikes and motor vehicles as much as possible"

"Cars drive too fast and unpredictability at Kerferd and Beaconsfield Pde"

"Yes: please implement the VERY good ITS strategy AS SOON AS POSSIBLE and stop pandering to small minority of people who demand that only the residents living on a road should have a say"



"Rumble strips on outside of bike lane-as in Richardson St"

"The new separated bike lanes are great along St Kilda Road etc, however cars still turn left in front of bikes at intersections dangerously and I have witnessed heaps of near misses"

"There are a large number of beautifully tree lined streets from Elwood to Port Melbourne. Many of these streets are wide and could serve the same function - cars, parking with the addition of separated bike infrastructure - be that painted in low speed, low volume areas, or physically separated in higher speed locations"

"I'd like better connections between CoPP and CoM bike lanes. Eg. Lane adjacent to the Casino"

"Canterbury Rd is an important route for bike riders. There is no other nearby suitable alternative route for riders heading into/home from the city. So it is well-used by bike riders. Often travelling along it in the car, we see many accidents and near misses with bikes."

"It is very confusing to say that your goals are to create a city for people and not cars, but then not invest in local mobility options because it might affect car users."

"I very much favour the wider use of e-Bikes and e-Scooters if they reduce car trips and as long as they are safe for both riders and pedestrians."

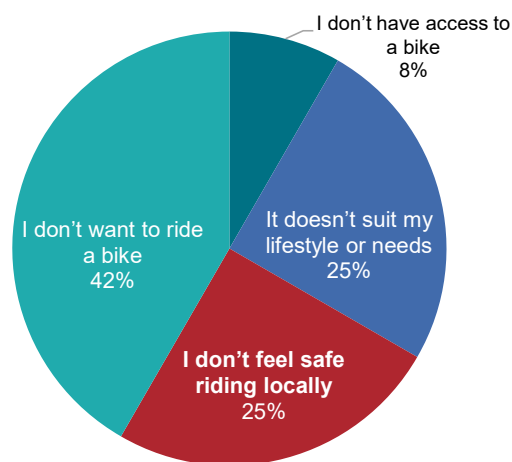
"Removing bluestone from Kerferd road bike lane, and fixing up intersection of Kerferd and Richardson Street intersection so cyclist no longer mount footpath"

Engagement Summary Report



Some respondents have also indicated that they never ride a bike in Port Phillip. In order to get the full picture, including from this group, we asked them several questions to better understand what can be made to possibly convince them to start riding a bike. Their answers are shown below.

Of the group that Never rides a bike - What barriers stop you from riding a bike in Port Phillip? (n=12)



Caption 10: while most respondents that never ride a bike noted they are not interested in doing so, about a third of respondents noted that they do not do it because they either don't have access to a bike or, more so, do not feel safe riding a bike in Port Phillip.

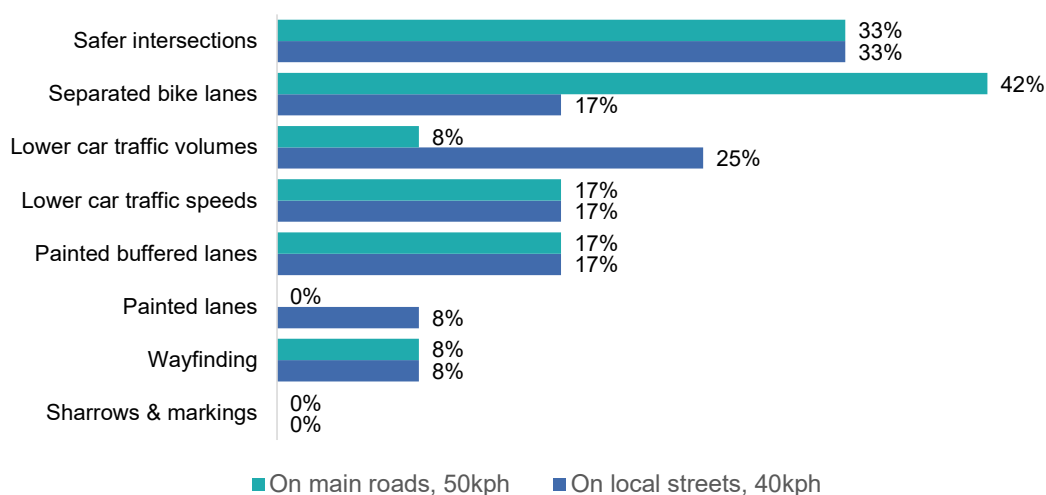
"Bikes don't suit everyone's lifestyle. Cars are practical 'all weather' option for family transportation, time & 'large' shop convenience. Bikes seem to be getting all the focus/benefit these days and it's making residents angry"

To better understand what can be done to make them feel safer riding a bike in CoPP, we asked this group similar questions to those provided to the group that does ride a bike.



As someone who doesn't ride a bike, what would make you feel more comfortable riding in Port Phillip

(share of respondents voting for each option;
each respondent could vote for up to 3 options, n=12)



Caption 11: when asked what would make them feel more comfortable to ride a bike in CoPP, respondents who currently do not ride a bike noted safer crossing at intersections together with separated bike lanes on main roads and lower car traffic volume on local streets, as main issues. Clear support for separated bike lanes on main arterial roads indicates the desire for protected lanes to increase perception of safety to ride a bike amongst non-riders.

Engagement Summary Report



How to find out more

Next steps

Council brief – 13 December 2023.

This draft report is a summary of findings from engagement undertaken on this project.

Attachment 2: Changes to indicators

Table 1. Proposed amendments to indicators

Outcome	Indicator as described in Strategy	New indicator	Strategy Target for 2027/28	Frequency	Source and comments
Outcome 1 Our City's transport network and places cater for our growing community	Number of fatal and serious traffic collisions involving all users	Number of fatal and serious traffic collisions involving all users for crashes within City of Port Phillip for the most recent verified full financial year on all roads	<96	Annually	Change reflects limitations in reporting timeframes since crash statistics can take up to two years to be verified.
Outcome 2 Our Community is healthier because it has safe, connected and convenient walking and bike riding choices	Number of schools participating in 'Walk to School' Month	Number of schools participating in active travel initiatives	11/year	Annually	A minor amendment to reflect the range of school active travel initiatives Council support. Recognising VicHealth no longer lead Walk to School month.
	Number of protected bike corridors delivered	Number of bike riding upgrade projects delivered	8	Annually	As discussed in the Council Report, delivering 11 protected bike corridors by 2028 is not feasible. Indicator and target to be updated based on outcome of Council Meeting 21 February 2024.
Outcome 5 Our community benefits from new transport options and technology to move around	Number of residents who are car share members	Number of residents over 18 who are car share members	12%	Annually	Aligns with target endorsed as part of the Car Share Policy & Guidelines 2023 – 2028
	Use of share bikes (docked and dockless) trip/day/bike	Use of share bikes and scooters (docked and dockless) – trips / day / device	3	Annually	Contextual change to include current e-scooter program that was not active when the initial Strategy was endorsed. Subject to Victorian Government trial outcome.

Table 2. Proposed indicators to discontinue reporting

Outcome	Indicator as described in Strategy	Strategy Target for 2027/28	Source and comments
Outcome 1 Our City's transport network and places cater for our growing community	Community perceptions of Council's traffic management as part of Customer Satisfaction	>60%	No longer being collected as part of Community Satisfaction Survey.
Outcome 2 Our Community is healthier because it has safe, connected and convenient walking and bike riding choices	Speed of vehicles using Wellington Street	<40km/hr	No further reporting necessary, as upgrade works have been completed.
Outcome 3 Our community has convenient public transport choices that make it easy to move and connect.	Streetscape improvements are delivered as part of tram stop upgrade projects in shopping and activity centres per year	100%	Indicator success depends on Victorian Government upgrades.
	Delivery of dedicated bus or tram only lanes on Council controlled streets (kms)	5.5km	Indicator success depends on Victorian Government upgrades.
Outcome 4 Our community understands that parking is a limited and shared resource, and works with Council to ensure fairest access.	Number of precincts that have been reviewed for improvement to parking management	15	Reviews are done reactively as required.
Outcome 5 Our community benefits from new transport options and technology to move around	Residents who are satisfied with the use of pay-by-phone option to pay for parking	>90%	Council has limited influence on this indicator as there are few vendors to choose from. It is unlikely that this question will be added to the community satisfaction survey.

Attachment 3: Progress on actions

Table 1. Actions, achievements and proposed updated deliverables up to 2028-29, according to completion stage.

Integrated Transport Strategy: Action No.	Key Achievements to Date	Status / Proposed Delivery through 2023/24 – 2028/29
Outcome 1. Our city's transport network, streets and places cater for our growing community		
Completed actions:		
Action 1 Review and update the Port Phillip Planning Scheme and Municipal Strategic Statement to ensure an effective integration of land use and transport planning.	Amendment C203port (Planning Scheme Review), including transport planning updates was gazetted on 14 April 2023	Complete Council to continue to monitor, review and improve the planning scheme as opportunities arise.
Action 2 Develop a precinct masterplan for the Domain Precinct (Albert Road and surrounds)	Endorsed September 2019.	Complete Implementation in progress.
Action 5 Review the Community Bus Services as part of the Aged Care Transition Service review (in response to national reforms in aged care)	Completed 2018.	Complete
Commenced / Ongoing actions:		
Action 3 Partner with the Victorian Government to ensure the Fishermans Bend Framework and precinct plans optimise wider transport connections for both current and future Port Phillip residents and workers.	Ongoing partnership with the Fishermans Bend Taskforce to inform the develop of the draft Montague Precinct Plan.	Commenced / Ongoing Recognising limited influence, continue to advocate for and co-ordinate with the Victorian Government and the City of Melbourne for a holistic transport network design within the broader Fishermans Bend Area.
Action 4 Partner with the Victorian Government to fund early delivery of connections to public transport, public space and streetscapes, footpaths, and bike lanes in Fishermans Bend.	Ongoing partnership with the Fishermans Bend Taskforce to inform the develop of the draft Montague Precinct Plan.	Commenced / Ongoing Identify transport gaps and opportunities to optimise and upgrade walking, bike riding and micro-mobility transport connections for Montague and future Precinct Plans.
Action 6 Develop Movement and Place		Commenced / Ongoing Continue to use Movement and Place

Guidelines that include green infrastructure (Victorian Government is leading)	Victorian Government led.	approach to inform the Precinct Infrastructure Plan for Fishermans Bend.
	The Victorian Government have developed the Movement and Place framework.	Commenced / Ongoing Use Movement and Place network approach as part of bike riding and pedestrian improvement and South Melbourne Structure Plan.
		Commenced / Ongoing Contribute to developing a tool for 10-minute Neighbourhood Assessment
Action 7 Deliver Blackspot safety improvements at high collision locations (subject to external funding)	Completed works: Since 2019 Council has received \$191,000 in Federal Blackspot funding for two projects that Council implemented.	Ongoing Continue to make high quality applications for Blackspot and TAC funding annually or as funding becomes available.
Action 8 Deliver Local Area Traffic Management (LATM) treatments to deter through traffic and maintain safe vehicle speeds on local streets	Port Phillip is one of the safest municipalities for all road users in Australia through implementing 40 km per hour speed limits across 90% of our local road network.	Ongoing Subject to funding seek to deliver four road safety improvement projects by 2028.
Action 9 Ensure our streets and places are safe and inclusive, including accessible parking, pedestrian facilities, lighting, and security	Council annually implements upgrades to parking spaces for people with a disability.	Ongoing Continue to upgrade accessible and prioritised parking spaces to the extent of budget and continue to ensure projects delivered across the organisation achieve accessible transport outcomes.
Action 10 Support the Victorian Government to develop Movement and Place Strategy for St Kilda Junction and Council to deliver safety and amenity improvements	Accessibility and safety improvement implementation at St Kilda Junction in 2021 and 2022.	Ongoing Continue to advocate for and support the Victorian Government to deliver safety and amenity improvements for St Kilda Junction.
Action 11 Partner with the Victorian Government and others to manage the impact of growing freight and goods delivery movements on our community	Beach Road truck ban delivered by the Department of Transport in 2019. Freight Victoria and Port of Melbourne Corporation working to	Ongoing Continue to work with City of Melbourne and State Government on alternatives to move freight through Fishermans Bend (including rail) and respond to changes in the Port of Melbourne.

	mitigate impact in intra-dock movements.	
Action 12 Support the Victorian Ports Corporation (Melbourne) and Victorian Government to manage congestion at Port Melbourne Waterfront precinct	\$5m committed for Master planning Waterfront Place.	Ongoing Recognising limited influence, advocate to and support Ports Victoria and the Victorian government to develop an integrated plan for the future of Station Pier/Waterfront Place Precinct that prioritises the safety of all road users.
Outcome 2. Our community is healthier because it has safe, connected, and convenient walking and bike riding choices		
Complete		
Action 13 Complete the intersection upgrade of Wellington Street to improve traffic safety, and pedestrian and bike riding facilities	Upgrade completed in 2021 and 40 kph speeds achieved.	Complete
Commenced / Ongoing actions:		
Action 14 Develop criteria to assess change of road space from vehicle-use to create space for social connection, trade, walking, and bike riding links.	Completed works: Range of successful parklets installed through COVID 19 lockdowns using \$1m funding through the State Government's Outdoor Eating and Entertainment packages. Parklets Policy endorsed. Cecil Street closure trial outside South Melbourne Market.	Ongoing Continue to support the implementation of the Parklet Policy to support trade and community outcomes.
		Ongoing Support development of kerbside usage strategy as part of Creative and Prosperous City Strategy.
		Ongoing Investigate options for opening roads to people and reducing traffic (to enable open space as part of South Melbourne Structure Plan), bike and walking projects and social community space.
		Ongoing Investigate trial of School Streets (opening street to people – closure to traffic during school times).
Action 15 Deliver pedestrian projects that create safe, high amenity walking routes and reduce barriers to crossing major roads.	Completed works: Since 2018/19 Council has received \$1.71m from TAC for 12 projects which Council implemented.	Ongoing Continue design process and deliver a pedestrian crossing on Alma Road (Council managed street) to support access to Alma Park (to support Public Space Strategy).

	Audits of key routes to 7 of 20 schools completed	Commenced / Ongoing Use design concepts for pedestrian operated signals on two state roads (Marine Parade and Williamstown Road) to advocate for external funding and delivery.
		Commenced / Ongoing Identify and develop three other priority pedestrian crossing locations for Council delivery or State pipeline.
		Commenced / Ongoing Continue to advocate for the delivery of a crossing for Glenhuntly Road near the Elwood Canal.
Action 16 Work with school communities to support active travel to school as a popular, safe, and easy travel option.	Council engages regularly and effectively with school communities.	Continue to partner with schools to identify priority safety projects and deliver a further four Healthy Tracks to School infrastructure improvements.
		Support schools to run two 'active travel to school' activities each year to support use of new infrastructure.
Action 17 Trial initiatives to increase priority and space for walking, bike riding and play.	Pop-up parks in Albert Park Reserve and Dickens St, St Kilda	Continue to support implementation of actions in the Public Space Strategy to trial new temporary open spaces, partial road closures and the removal of car parking for playstreets and parklets.
Action 18a Implement a range of cost-effective interventions to up to 3 corridors to promote a network of continuous, safe riding options, ensuring the safety of all ages and abilities.	Completed works: Garden City Corridor completed March 2022. Moray Street Corridor completed in 2018 by Rail Projects Victoria including Victoria's first two protected roundabouts.	Commenced / Ongoing Council to decide how to proceed with the Inkerman Street Safe Travel Corridor.
		Commenced Develop an alternative approach to deliver up to 3 safe riding corridors (deliverable to be updated based on Review).
Action 18b Advocate to State government to deliver protected bike corridors on state-managed arterial roads.	St Kilda Road Bike Corridors Completed in 2023	Ongoing Advocate for Victorian Government for safe bike riding options on state-managed roads.
	Park St and Inkerman St Safe Travel Corridor are currently ongoing	

<p>Action 19 Partner with the Victorian Government to plan and deliver the Shrine to Sea boulevard to deliver safety and streetscape improvements for walking and bike riding (subject to State funding)</p>	<p>Masterplan engagement has been completed.</p> <p>Victorian Government determined to remove bike riding and pedestrian improvements from Beaconsfield Parade to Moray Street</p>	<p>Ongoing Support Victorian Government engagement and delivery of Shrine to Sea Master Plan.</p>
<p>Action 20 Partner with Victorian Government to deliver a better walking, bike riding and public transport environment along St Kilda Road</p>	<p>Completed works: St Kilda Road protected bike lanes delivered by the Victorian Government from Dorcas Street to the Junction in April 2023.</p>	<p>Ongoing Advocate for and support the delivery of the St Kilda Road Safety Improvement Project from St Kilda Junction to Carlisle Street by the Victorian Government.</p>
		<p>Commenced / Ongoing Advocate to DTP for 40 kph on St Kilda Road north of the junction</p>
<p>Action 21 Design and deliver high quality bike parking facilities at train and tram hubs to integrate bike riding with public transport</p>	<p>Marlborough House Parkiteer delivered during construction and (to be) managed by Bicycle Network through Victorian Government</p> <p>Design for secure under-cover bike parking at Ripponlea prepared and shared with DTP 2023 who will need to implement.</p>	<p>Ongoing Continue to support implementation, and monitor, secure public bike parking within Marlborough Housing development.</p>
		<p>Commenced / Ongoing Continue to advocate to the State Government to fund and deliver Ripponlea secure bike parking using design prepared by Council.</p>
		<p>Ongoing Identify any other high priority locations for bike parking hubs and continue to deliver on-street bike parking.</p>
<p>Action 22 Encourage and support the community to ride bikes</p>	<p>Annual Ride to Work Day events, bike e-newsletter, bike confidence training, monthly pop-up bike repairs, Tour de Cecil and Moray Festival of Everyday Riding, cargo bikes loaned through Elwood Toy Library, Let's Ride Melbourne website, Wayfinding signage</p>	<p>Ongoing Continue to run Boosting Bikes activities for new bike infrastructure including new St Kilda Road protected bike lanes.</p>

Outcome 3: Our Community has convenient public transport choices that make it easier to move and connect		
Action 23 Partner with Rail Projects Victoria to design and deliver place, walking, bike riding and public transport improvements around Anzac Station (also see Action 2)	Strong partnership between Council and State Government delivery agencies has resulted in significant project gains.	Ongoing Continue to advocate and support delivery of: Infrastructure for Park Street Tram Link and related road network changes by DTP that will best serve our community Delivery of Metro Tunnel Project streetscape works in the Domain Precinct by Cross Yarra Partnership, commencing 2024. Train services through ANZAC Station by 2025.
		Use Domain Precinct Parking Review to identify opportunities for additional parking within the precinct.
Action 24 Partner with the Victorian Government and public transport providers to increase the reliability and frequency of both tram and bus services	Map 3 Proposed Public Transport Network 2028 added to the Strategy in 2020 and used for advocacy with the Victorian and Federal Governments.	Ongoing Continue to advocate for integrated movement and place tram projects and bus upgrades and provide input to DTP proposals, and for State Government implementation of service upgrades identified in Map 3.
	Frequency of Fishermans Bend buses 235 and 237 increased to every ten minutes on weekdays in 2022.	
	Transport forum with local representatives from three major parties attended by over 100 community members.	
Action 25 Partner with PTV and Yarra Trams to deliver a pipeline of integrated movement and place tram projects	Advocacy for upgrades to: Port Melbourne Light Rail terminus duplication, Clarendon Street tram stop upgrades, Tram 78 terminus	Ongoing Continue to advocate to and support DTP to design accessibility improvements to the South Melbourne Market tram stop.
		Ongoing Advocate to and support DTP to consult on Clarendon Street tram stops and progress improvements to tram 109 terminus.

Action 26 Advocate to State and Federal governments to deliver a Fishermans Bend tram to service the Port Phillip community by 2022	In 2022 the Federal Labour Government will invest \$3m to fund the Fishermans Bend Transport Link Feasibility Study.	Ongoing Leverage \$3m Federal promise for Fishermans Bend Transport Link Feasibility to advocate for public transport to be delivered.
Action 27 Advocate to the Victorian Government to commence construction on Metro 2 immediately following completion of the current Metro Tunnel Project in 2025/26		
Action 28 Identify and advocate for improvements to missing public transport links and areas of poor public transport connectivity	Map 3 Proposed Public Transport Network 2028 added to the Strategy in 2020 and used for advocacy with the Victorian and Federal Governments.	Ongoing Continue to advocate to DTP to build the Park St tram link. Continue to advocate for bus from ANZAC Station to Fishermans Bend, increased service on bus route 606 and Fishermans services. Continue to advocate to DTP to implement improvements to bus services in Port Phillip, as identified in Map 3.
29 Investigate the opportunity to pilot transport services to improve connections within Elwood and from Port Melbourne to St Kilda	Put on hold due to COVID-19	Ongoing Continue to advocate for improved connections within Elwood and from Port Melbourne to St Kilda.
4. Our community understands that parking is a shared resource, and works with Council to ensure fairest access		
Action 30 Develop and Implement a new Parking Permit Policy	The Parking Management Policy that combines actions 30 and 31 was endorsed in February 2020 and implemented from July 2021	Policy complete , implementation ongoing Implement changes from 2022/23 review of the Parking Management Policy Complete fifth year evaluation and proposals for further changes of the Parking Management Policy.
Action 31 Develop and implement a new Parking Controls Policy (paid and time-controlled parking)	Completed works: The Parking Management Policy that combines actions 30 and 31 was endorsed in February 2020 and implemented from July 2021	Complete Policy complete, implementation ongoing Ongoing Implement Parking ePermits and associated changes. Ongoing Improve technology integration for

		available data sources and continue to undertake parking occupancy surveys to determine changes needed to signed controls.
Action 32 Develop a new evidence base for parking provision rates for new developments	Tracked actions of other LGAs and determined that the data collection requirements and uncertainty Victorian Government support	Ongoing Continue to investigate improving provision of bike parking and car share in new developments.
		Ongoing Advocate to State Government to update parking rates in the planning scheme to better reflect inner city conditions.
Action 33 Consider the use of Parking Overlays in the Planning Scheme review process	Have monitored use of parking overlays in other Melbourne LGAs.	Ongoing Consider if development of a Parking Overlay is required following the completion of the update to the South Melbourne Planning Scheme.
Action 34 Improve access to parking information for the community via the Council website	Council's website explains that the PayStay app makes it easier to pay and find parking and provides the number to pay by phone.	Ongoing Ongoing customer experience improvements for parking management services.
Outcome 5. Our community benefits from new transport options and technology to move around		
Action 37 Review Car Share Policy	New policy endorsed April 2023. Introduced targets for coverage and usage.	Complete
		Ongoing Implement new Policy
Action 35 Introduce new technology to make it easier to find and pay for parking	Parking sensors and PayStay are being progressively rolled out to 1575 parking spaces.	Commenced / Ongoing Implement new Policy
		Ongoing Improve technology integration to enable a trial of demand responsive approach to paid parking
Action 36 Continue to deliver more convenient car share locations with providers and encourage car share provision in new developments	Completed works: Council has 200 on-street car share bays. On-site car share vehicles required in new developments in Fishermans Bend with over 50 parking spaces.	Ongoing Continue to partner with providers to make 330 car share vehicles available to our community

Action 38 Partner with the Victorian Government and other councils to regulate and promote shared transport services and manage disruptive shared transport technologies	Completed works: E-scooter trial commenced in 2022 and extended in 2023 E-bike trial commenced in December 2020	Ongoing Evaluate shared e-bike trial and e-scooter trials to consider future service provision of shared micro mobility.
		Ongoing Continue to advocate for Victorian Government regulation of shared micro-mobility.
Action 39 Invest in transport data capture to evaluate and monitor progress toward mode shift targets	Completed works: Artificial Intelligence Transport data capture installed at eight locations in our City	Commenced / Ongoing Install additional permanent Artificial Intelligence (AI) transport data sensor sites to provide higher quality transport data.
		Commenced / Ongoing Establish baselines and use AI transport data and micro-mobility data to monitor transport trends and inform project development
		Pending Use transport data to assess Strategy's bike corridors and propose next steps.
Action 40 Make data available to transport providers and third parties to improve service planning and make it easier to move and connect	Data shared through Council websites as possible.	Ongoing Continue to develop improved transport and parking data sharing interfaces.
Action 41 Establish policy positions on autonomous vehicles, congestion levy expansion, road pricing and emerging new transport options	Wrote to the Treasurer in 2020 requesting a waiver to support local businesses and indicating the levy is not serving its intended purpose.	Ongoing Monitor emerging transport technologies to inform Council policy as required.
Action 42 Support the use of electric vehicles, including installation of public charging stations and planning controls requiring charging infrastructure in new developments	Trial of kerbside EV chargers for households without off-street parking.	Ongoing Support development of an EV policy using learnings from pilot of kerbside chargers and trial of public charging stations.



10.2 PICKLES STREET SAFETY IMPROVEMENT - EVALUATION

EXECUTIVE MEMBER: BRIAN TEE, GENERAL MANAGER, CITY GROWTH AND DEVELOPMENT

**PREPARED BY: MOHAMED NUR, SENIOR TRANSPORT ENGINEER
THOMAS MASON, COORDINATOR TRANSPORT SAFETY**

1. PURPOSE

- 1.1 To present the results of the evaluation of the Pickles Street Safety Improvement Trial and recommend the permanent closure of the median at the intersection of Pickles Street and Bridge/Glover Street Port Melbourne.

2. EXECUTIVE SUMMARY

- 2.1 The Intersection of Pickles Street at Bridge Street and Glover Street in Port Melbourne is classified as a Road Safety Blackspot with multiple crashes occurring at this location between 2016 and 2020. A petition received by Council in 2020 expressed community concern for safety at the intersection and requested action to prevent further crashes.
- 2.2 During community consultation in 2021 on a proposed trial closure, Council received three petitions, one for, one against and one suggesting an alternative closure approach and 51 individual responses, 24% for, 69% against and 7% with feedback.
- 2.3 Most feedback related to a concern that traffic would be redistributed to side roads and restrict access to resident properties.
- 2.4 This feedback was considered at the Council Meeting held 4 August 2021, when Council endorsed a 12-month trial of a median closure along Pickles Street at Bridge Street and Glover which commenced in June 2022 (following delays due to COVID).
- 2.5 The primary objective of the trial was to address the safety risks at the intersection and reduce the crashes at this location. During the trial no crashes have been recorded at the intersection, or in the adjacent local road network.
- 2.6 To support the evaluation of the trial, traffic and crash data were collected before and during the trial to understand impacts and outcomes:
- 2.6.1 Traffic volumes in surrounding streets showed minimal fluctuations, with many streets experiencing relatively stable or slightly reduced traffic volumes.
- 2.6.2 Where streets had observed increased traffic volumes. The resulting daily traffic volume remained within the acceptable limits in Council's Road Management Plan.
- 2.6.3 Vehicle speeds recorded post-implementation were generally consistent with pre-implementation data.
- 2.7 Based on the assessment of the impact and effectiveness of the trial Council officers recommend a permanent median closure.

3. RECOMMENDATION

That Council:

- 3.1 Notes that the intersection of Pickles Street at Bridge Street and Glover Street is identified as a Road Safety Black Spot.
- 3.2 Notes that the trial has proven to be successful in that the trial addressed the main cause of the recorded crashes, without significantly changing traffic volumes in the adjacent local road network.
- 3.3 Endorses making the trial median closure at the intersection of Pickles Street at Bridge Street and Glover Street permanent.
- 3.4 Advises the community of the outcome of the trial, next steps, and thanks them for their contribution.

4. KEY POINTS/ISSUES

- 4.1 A petition, containing 77 signatures was received in March 2020, raising safety concerns about the intersection of Pickles Street, Bridge Street and Glover Street.
- 4.2 Six (6) crashes were recorded on the Victorian Road Crash Statistics at the intersection between July 2015 – June 2020.
- 4.3 On 4 August 2021, following consultation with affected residents and businesses, Council endorsed a 12-month trial closure of the median.
- 4.4 The trial included the following restrictions:
 - a) No right turns into Pickles Street from Bridge or Glover Streets
 - b) No through movements from Bridge Street into Glover Street
 - c) No through movement from Glover Street into Bridge Street
- 4.5 The median closure was installed on 28 June 2022. Aerial images of the site before and during the trial are below.



Image 1. Pickles/Bridge/Glover before and during the trial intersection closure

Assessment of the trial

- 4.6 An assessment of the trial's effectiveness included collection of data to quantify traffic movements at intersections (vehicle volumes, vehicle speeds), collation of crash data at the intersection and nearby streets and community feedback.

Traffic Data

- 4.7 As expected, on-site observations during the first days of the trial showed that, as drivers adjusted to the change, they made some unusual traffic movements including indicating and slowing down at the previous opening. However, within a month traffic adjusted to the change.
- 4.8 Traffic data was collected before the trial (December 2021) and at two points during the trial (February and August 2023), see Attachment 1 for survey locations.
- 4.9 A summary of the traffic data can be found below.

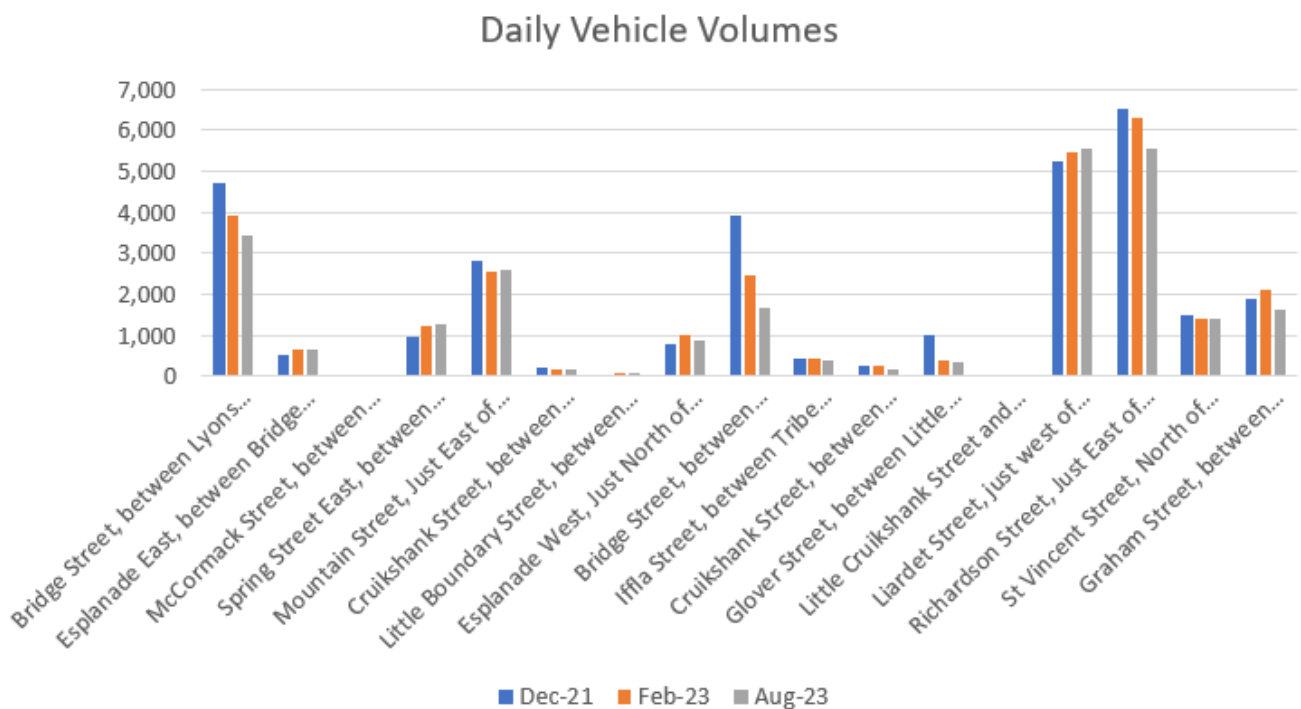


Figure 1. Daily Vehicle Volumes (excluding Pickles Street) Before and During Trial

Daily Vehicle Volumes - Pickles Street

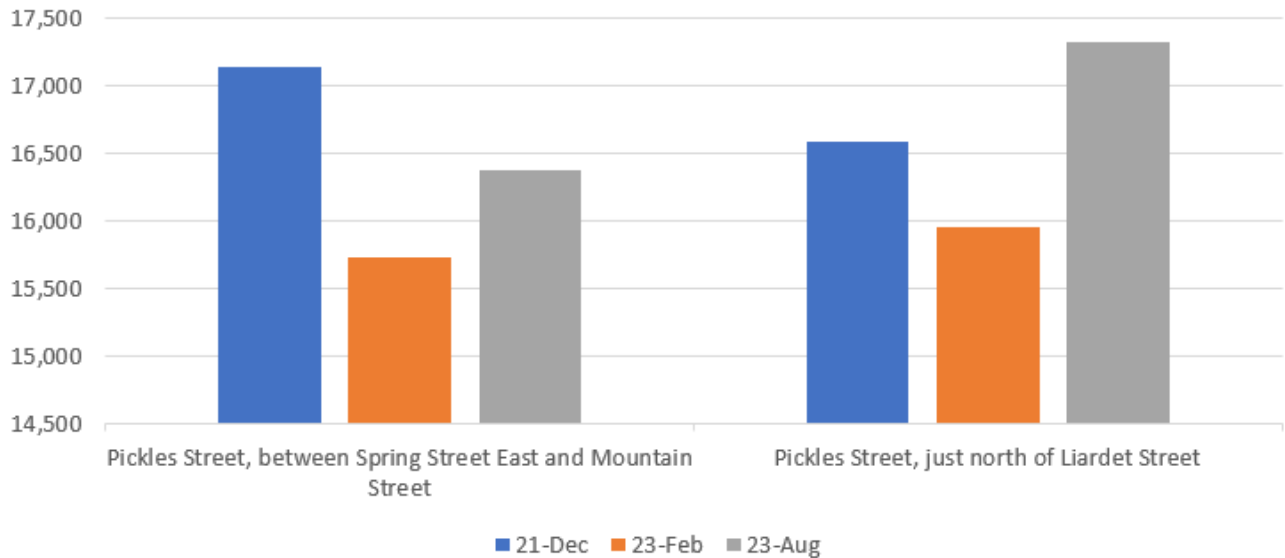


Figure 2. Daily Vehicle Volumes (Pickles Street) Before and During Trial

85%ile Vehicle Speeds

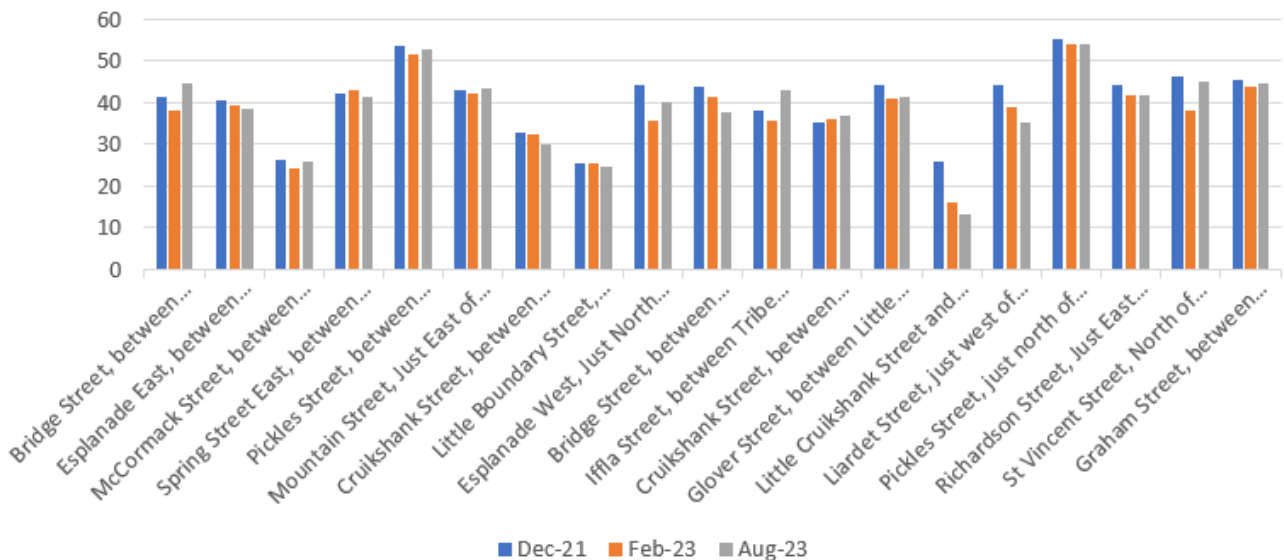


Figure 3. 85%ile Vehicle Speeds Before and During Trial

4.10 Observations in traffic conditions between December 2021 and August 2023 are summarised below.

1. The 85th percentile vehicle speeds post implementation were generally consistent with pre-implementation data showing little to no impact on the average speeds of vehicles.



2. Overall, traffic volume changes across the surrounding streets surveyed showed minimal fluctuations, with many streets experiencing relatively stable or slightly reduced traffic volumes with the following exceptions:
 - i. Bridge Street, between Lyons Street and Esplanade Place – traffic volume decreased by approximately 27.1% to 3,427 vehicles/day.
 - ii. Spring Street East, between McCormack Street and Cruikshank Street – traffic volume increased by approximately 31.59% to 1,271 vehicles/day.
- 4.11 All traffic volumes recorded post implementation are within the expected and accepted limits for the respective road functions in line with the Road Management Plan.
- 4.12 During the trial there have been reports of vehicles mounting the temporary kerbing and proceeding through the median. As part of the conversion to permanent infrastructure, signage will be installed to physically stop this behaviour.

Crash Data

- 4.13 A review of the crash statistics at the Pickles Street/Bridge Street/Glover Street intersection and in nearby local streets found no recorded accidents since the trial closure. Police have also confirmed that no crashes were recorded or observed at the intersection, or in the adjacent local road network, since the installation of the trial.
- 4.14 It appears that the median closure has treated and not transferred safety issues from the intersection of Pickles Street, Glover Street and Bridge Street to another site and has achieved its aim of reducing crashes at this intersection.

Options Assessment

4.15 Retaining Right Turn from Pickles into Bridge

- 4.15.2 Following feedback from affected residents regarding impact to access, officers investigated options that could retain the right turn from Pickles Street to Bridge Street.
- 4.15.3 Four out of the six recorded crashes involved a right turn movement from Pickles into Bridge Street. The crash data analysis found repeated incidents of right-turning drivers failing to navigate this movement.
- 4.15.4 In addition to the crash risk, an at grade opening in the median may also result in noncompliance. To prevent noncompliance, further civil work would be required to limit the movements to left out of side streets. The estimated cost of this work is about \$250k.
- 4.15.5 Regardless of additional civil works to narrow turning lanes to encourage compliance there is concern that, as demonstrated during the trial, if there is any possibility vehicles can pass through in the direction they wish to go, this behaviour will be undertaken.
- 4.15.6 In summary, the current full median closure is recommended as a cost-effective treatment to address the repetitive crash history.

Traffic Signals

- 4.16 Traffic Signals were considered for the intersection to retain movements and improve safety. However, this option is not recommended due to its cost of approximately \$1,000,000 + 50% contingency resulting in a total cost of \$1.5M.



Speed Limit Reduction

- 4.17 To improve safety at this location, the option of a further reduction in the speed limit on Pickles Street from 50kph to 40kph was considered. However, the existing road environment and infrastructure does not support a 40kph speed limit, primarily because Pickles Street has two wide lanes of traffic both directions and is part of the Over-Dimensional Road network.

Travel Patterns

- 4.18 To improve amenity and road user safety of the local area, officers continue to work with the Department of Transport and Planning to keep through traffic on declared roads (Graham Street, Bay Street, Williamstown Road) away from local streets.

5. CONSULTATION AND STAKEHOLDERS

Prior to the trial

- 5.17 A petition, containing 77 signatures was received in March 2020, raising safety concerns about the intersection of Pickles Street, Bridge Street and Glover Street. Council is the road authority for this intersection and has responsibility for reducing crashes at the site.
- 5.18 In May 2021 Council officers advised the community of a proposed trial closure of the median. In response Council received three separate petitions and 51 individual responses. These were considered by Council at its meeting on 4 August 2021.
- 5.19 One of the three petitions with 63 signatures supported the trial. The other two petitions opposed the proposed trial. One petition with 158 signatures requested the median closure be modified to maintain right turns into Bridge Street from Pickles Street. The other petition, with 45 signatures, opposed the trial due to the redistribution of traffic onto other side roads and restricted access to residents when accessing their properties.
- 5.20 Of the 51 individual responses, approximately 69% objected to the trial, 24% supported the proposed trial, and 7% provided feedback without stating whether they supported or opposed the trial.
- 5.21 A review of the open-ended comments found the following key themes for those that did not support the trial
- 5.21.2 **Community inconvenience** The closure of the median is an inconvenience to local community members and reduces the ease of travel.
 - 5.21.3 **Transfer of Safety Risk** The trial would shift the safety risks to nearby streets and intersections.

Note The crash data shows the changes addressed the main cause of the recorded crashes without transferring them to the adjacent areas.

During the trial

- 5.22 As part of the trial, community members were encouraged to provide feedback on their experiences and perceptions of the changes introduced.
- 5.23 Notification letters were sent to adjacent properties in March 2022 informing them of the trial, no significant feedback was received at this time.



- 5.24 Once the trial median closure was in place the feedback from the community has been mainly favourable.

Stakeholders

- 5.25 Emergency services, such as Ambulance Victoria and Victoria Police and the Department of Transport have endorsed the trial and the recommendation to convert the trial to a permanent solution.

6. LEGAL AND RISK IMPLICATIONS

- 6.17 Council as the responsible road authority for this intersection is obligated to act to reduce the safety risk to the community based on the crash history.
- 6.18 Pickles Street is part of Victoria's Over Dimensional (OD) network, making it the designated route for OD vehicles. The proposed changes are expected to retain the existing capability of this route. Any permanent changes proposed will need to be approved by DTP.

7. FINANCIAL IMPACT

- 7.17 The implementation of permanent construction is estimated at approximately \$60,000.
- 7.18 Officers will explore the possibility of securing funding through the Federal Blackspot Program in 2025/26. If unsuccessful, funding for the permanent treatment will be requested through the Council budget process.

8. ENVIRONMENTAL IMPACT

- 8.17 The conversion of the temporary treatment to a permanent treatment will provide opportunity to increase green space at the intersection.

9. COMMUNITY IMPACT

- 9.17 Prior to the trial, the intersection of Pickles Street, Glover Street, Bridge Street had a high number of crashes compared to other Council managed roads in Port Phillip.
- 9.18 Council is committed to improving the safety of this intersection for all road users. The trial improvements addressed the safety risks at this site and makes our community safer while also not unduly distributing additional traffic to local streets.

10. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 10.17 Reducing crashes on the local road network directly relates to the Council Plan 2017-27 – Direction 2: We are connected and it's easy to move around.
- 10.17.2 2.3 Our streets and places are designed for people'
- 10.18 Outcome 1 of the Integrated Transport Strategy (Move, Connect, Live 2018-2028) – Our cities transport network, streets and places cater for our growing community.
- 10.18.2 Outcome 1 – Action 7: Deliver blackspot safety improvements at high collision locations (subject to external funding).
- 10.18.3 Outcome 1 – Action 9: Ensure our streets and place are safe and inclusive, including accessible parking, pedestrian facilities, lighting and security.
- 10.19 Modifications to the local traffic network can technically be approved under delegation - Local Government Act 1989 – Schedule 11 – Cl.10(1)(a) & Cl.10(1)(b).

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11. IMPLEMENTATION STRATEGY

TIMELINE

- 11.17 - 2024 - Project portfolio bid for 2024/2025 budget.
- 11.18 - 2024/25 - Detailed design of permanent treatment
- 11.19 - 2025/26 – Construction of permanent treatment
- 11.20 - The trial infrastructure will remain in place until a permanent treatment is installed.

COMMUNICATION

- 11.21 Original Petitioners and survey respondents from 2020 and 2021 will be notified of this report to be tabled at the Council meeting.
- 11.22 The outcome of the council meeting will be communicated to all stakeholders via letters and an update on the webpage.
- 11.23 Key messages will include:
 - 11.23.2 The trial of safety improvements at the intersection of Pickles Street, Bridge Street and Glover Street has addressed the main cause of the recorded crashes, without transferring them to the adjacent area, or significantly changing traffic volumes in the adjacent local road network.
 - 11.23.3 Temporary infrastructure will remain until a permanent treatment is in place.
 - 11.23.4 The City of Port Phillip is committed to improving safety and connectivity for all road users.

12. OFFICER DIRECT OR INDIRECT INTEREST

- 12.17 No officers involved in the preparation of this report have any material or general interest in the matter.

ATTACHMENTS

- 1. Map locations of Traffic Surveys for Pickles Street Safety Improvements 

Attachment 01 – Map locations of Traffic Surveys





11. SUSTAINABLE PORT PHILLIP

11.1	<i>Stormwater Harvesting Program</i>	159
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11.1 STORMWATER HARVESTING PROGRAM

EXECUTIVE MEMBER: BRIAN TEE, GENERAL MANAGER, CITY GROWTH AND DEVELOPMENT

PREPARED BY: NATALIE BARRON, PRINCIPAL WATER OFFICER
BETH MCLACHLAN, HEAD OF SUSTAINABILITY AND CLIMATE CHANGE

1. PURPOSE

- 1.1 To consider the next steps in the Stormwater Harvesting program.

2. EXECUTIVE SUMMARY

- 2.1 In the past 10 years Council's water use has more than tripled primarily to manage the increased intensity of community use of Council's assets, with approximately 50% of our water use due to irrigation.
- 2.2 The Council Plan 2021-31 includes an action to 'Assess feasibility of stormwater harvesting projects' in 2022/23.
- 2.3 The Act and Adapt Strategy, adopted in 2018 and reviewed in 2023 includes commitments to investigate and implement high value opportunities for stormwater harvesting to reduce potable water use and reduce stormwater pollution entering the bay.
- 2.4 In September 2019 a City of Port Phillip: Alternative Water Use Study identified four stormwater harvesting opportunities across the municipality.
- 2.5 Funding in Council's 2021/2022 budget approved funding to investigate the four projects.
- 2.6 In October 2022 Council was briefed on the high-level concept designs for each of the potential schemes, along with initial costings and a Benefit-Cost Ratio analysis. The Benefit-Cost ratio found that two of the four projects had a positive investment impact. These were:
- Fitzroy Street/Catani Gardens
 - Elwood Park Expansion
- 2.7 The Elwood Park expansion project was awarded \$1.7M through the Federal Government's Urban Rivers and Catchments Program. This funding runs until June 2028.
- 2.8 In 2023 detailed quantity surveying and multiple site investigations were undertaken to test the feasibility and cost of the Fitzroy Street/Catani Gardens and Elwood Park Expansion schemes. This work found that estimated project costs have tripled since 2021/22. The major contributors to this are:
- Industry-wide construction cost increases/inflation.
 - Detailed analysis and soil sampling has provided a more accurate cost for soil excavation and offsite disposal of contaminated soil (original estimate of \$95k, current estimate of \$1.4M). This will be further tested should the project proceed to detailed design.



- Further scoping of site set-up costs and reinstatement has shown the cost to be \$989k. The original estimate was \$285k.
- Other cost increases to the cost estimate derived from the investigations included:
 - Project management costs of \$223k.
 - Cost of additional project requirements and provisions (e.g., more pump stations, electrical connections, storage tank provisions, trenching, boring etc.).
 - Increasing contingency from 30% to 40% (as per Council construction contingency framework).

2.9 Based on the additional information this report considers five options for the Stormwater Harvesting Program:

- **Option 1:** Place both proposed schemes on hold until additional benefits can be found and/or external funding can be sourced.
- **Option 2:** Proceed with detailed design for both schemes.
- **Option 3:** Proceed with detailed design for Elwood Park Expansion. Place Fitzroy St/Catani Gardens on hold until additional benefits can be found and/or external funding can be sourced.
- **Option 4:** Proceed with detailed design for Fitzroy St/Catani Gardens. Place Elwood Park Expansion on hold until additional benefits can be found and/or external funding can be sourced.
- **Option 5 (preferred option):** Place Fitzroy St/Catani Gardens on hold. Continue working with stakeholders on the Elwood Park Expansion project and pursue potential partnering with South East Water (SEW) and other State Government funding partners. Investigate staging approach to scheme, potentially delivering sections one at a time for proof-of-concept. A peer review will be undertaken to provide greater confidence to funding partners on the feasibility and costings of the project.

3. RECOMMENDATION

That Council:

- 3.1 Notes the five options for the Stormwater Harvesting Program included in this report.
- 3.2 Pursues **option 5** to:
 - (a) place Fitzroy Street/Catani Gardens Stormwater Harvesting Scheme on hold.
 - (b) pursue potential partnering and funding opportunities with South East Water and other State Government partners, on the Elwood Park Expansion Stormwater Harvesting Scheme.
 - (c) Receives a further report on the outcome of the discussions with South East Water and the State Government.

4. KEY POINTS/ISSUES

- 4.1 In the past 10 years Council's water use has more than tripled to manage the increased intensity of community use of Council's assets. In 2022/23 Council used 302 million litres of potable water, with approximately 55% used for irrigation.
- 4.2 The Act and Adapt Strategy (the Strategy) includes a commitment to continue to investigate stormwater harvesting opportunities and implement where feasible (Initiative 3).

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- 4.3 The Strategy also includes water targets:
- A reduction of 43% in Council's mains water use for irrigation by 2028.
 - Reduced stormwater pollution, through reductions in Total Nitrogen (16%), Total Suspended Solids (18%) and Total Phosphorus (15%).
- 4.4 Reaching these targets requires projects such as stormwater harvesting schemes to be constructed.
- 4.5 This report supports the Council Plan 2021-31 action to 'Assess feasibility of stormwater harvesting projects' in 2022/23.
- 4.6 In addition to reduced potable water use and reductions in stormwater pollution entering the bay, stormwater harvesting provides many other benefits. These benefits include:
- 4.6.1 Climate resilience for open spaces by providing an alternative water source during drought conditions and allowing some irrigation during water restrictions, and
- 4.6.2 Contributing to greener grass, healthier soils, trees, and vegetation will provide heat relief during hot periods, better spaces for the community, and reduces the heat island effect.
- 4.7 In 2019 a City of Port Phillip: Alternative water use study identified the following stormwater harvesting opportunities:
- Harvesting from Shakespeare Grove Main Drain to supply the St Kilda Botanic Gardens, Peanut Reserve and Marina Reserve areas.
 - Harvesting from the Fitzroy St Drain to supply Catani Gardens
 - Expansion of the Elsternwick Stormwater Harvesting Scheme
 - Expansion of the Elwood Stormwater Harvesting Scheme
- 4.8 These options were investigated and in October 2022 the findings were presented to Council. This included high-level concept designs for each of the potential schemes, initial costings, a Benefit-Cost Ratio analysis, and the outcomes of an independent consultant evaluation of each option which considered:
- Construction and maintenance costs.
 - Irrigation provided to Council open space.
 - Pollutant reduction (into the Bay).
 - Drainage improvement.
- 4.9 The Benefit-Cost Ratio analysis are set out below. Schemes with a benefit cost ratio above 1 provide a positive investment impact.

Site	Benefit Cost Ratio	Initial Estimated Construction Cost
Fitzroy Street / Catani Gardens	1.39	\$1,490,000
Shakespeare Grove	0.6	\$7,050,000
Elster Creek Expansion	0.6	\$6,930,000
Elwood Park Expansion	2.0	\$1,570,000

- 4.10 In October 2022 Council requested further work on the two projects with a positive Benefit-Cost ratio. The other two were placed on hold with the opportunity to re-explore them in the future.
- 4.11 Details of the 2023 investigations into the Fitzroy Street/Catani Gardens and Elwood Park Expansion stormwater harvesting schemes are provided below.

5. FITZROY STREET/CATANI GARDENS

- 5.1 Diverts water from the Fitzroy Street Main Drain via a pump station to a raingarden in the north end of Catani Gardens where the water is stored in underground tanks. An irrigation pump and disinfection system clean and distributes the water via the existing irrigation system.
- 5.2 Provides 14ML/ year or about 75% of the Catani Gardens current irrigation demand.
- 5.3 Expected pollutant removal performance is provided below, along with a comparison against industry best practice minimum requirements (CSIRO, 1999):

Catani Gardens Raingarden		
Pollutant type	Project Removal Rate (%)	Best Practice Minimum Requirements (%)
Total Suspended Solids	95	80
Total Phosphorus	66	45
Total Nitrogen	76	45

- 5.4 The location of the project components is provided on the map below:



- 5.5 Catani Gardens is of State and Local Heritage Significance. As the proposal has visual and physical impacts on the heritage values of the site, a Heritage Victoria Permit is required to construct within Catani Gardens.
- 5.6 Discussions with Heritage Victoria have commenced on a construction work permit in Catani Gardens and the permit process will commence if the project proceeds to detailed design.
- 5.7 A tree assessment found sixty of 68 trees were of moderate or high arboricultural value within Catani Gardens. The arboriculture rating combines tree condition factors (health and structure) with tree amenity value. While these trees need to be protected this is not expected to impact the scope of the project.
- 5.8 A site soil contamination assessment found Category A and B contamination, which is Reportable Priority Waste requiring offsite disposal. This cost is considered in the financial section of this report.
- 5.9 A geotechnical assessment found no geotechnical barriers making the site suitable for underground storage tanks.
- 5.10 Below is a visualisation of the raingarden proposed for Catani Gardens.



- 5.11 A feature survey and service proofing did not identify any barriers within Catani Gardens for the proposed infrastructure, however, construction near underground services along Fitzroy Street will require approval from other authorities (e.g., trams).
- 5.12 Alignment of this project with other capital upgrades in and around Catani Gardens has been considered. Key projects include Catani Gardens Irrigation Upgrade, Catani Gardens Toilet Block, and St Kilda Pier.

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- 5.13 Aligning construction works to accommodate the gardens events calendar provides a small window in winter each year for construction. The proposed timeline allows two winters for construction.
- 5.14 Fusarium wilt management is a serious risk for the project. To date there is no effective control for the disease and all infections are fatal to palms. Management strategies are the only option available to limit the spread of the disease.
- 5.15 All contractors would need to follow strict Biosecurity Protocols during construction, Tree Protection Zones would need to be established, and a licenced treatment facility would need to be engaged to accept Fusarium wilt contaminated soil.
- 5.16 An appropriate stormwater disinfection system would need to be implemented as water is a key driver for Fusarium wilt movement. Learnings from the Bay Trail Lighting Upgrade Project can be applied to this project, including the preparation of a site environmental management plan.
- 5.17 An initial cost estimate of \$1,617,000 was provided by an independent engineering consultancy firm and included in the 2021/22 Council budget for staged investigation, detailed design, and construction.
- 5.18 Quantity surveying, originally planned for post detailed design; was brought forward because of the complexity of the project and estimated cost increases. The quantity surveying costings are provided below.

	Fitzroy Street
Initial estimate (2021/2022)	\$1,617,000
Quantity Surveying (September 2023)	\$4,382,000

- 5.19 The increase in project costs includes:
 - Industry-wide construction cost increases/inflation.
 - The outcome of detailed analysis and soil sampling providing a more accurate cost of soil excavation and offsite disposal of contaminated soil (original estimate of \$65k, current estimate of \$550k). This will be further tested should the project proceed to detailed design.
 - Further scoping of site set-up costs and reinstatement has shown the cost to be \$512k. The original estimate was \$139k.
 - Other cost increases to the cost estimate derived from the investigations included:
 - Project management costs of \$97k.
 - Cost of additional project requirements and provisions (e.g., landscaping, trenching, boring etc.).
 - Increasing contingency from 30% to 40% (as per Council construction contingency framework).
- 5.20 The project costs are exclusive of GST and are in 2023 dollars. An additional 5% (minimum) would need to be added to project costs to cover inflation for every year the projects are not constructed.

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5.21 For the purposes of a benefit-cost analysis, project benefits were monetised in relation to:

- Life cycle benefits compared to using mains (potable) water (25-year lifespan).
- Pollutant reduction benefits (kg TN, total nitrogen) for 25-year lifespan.
- Secured grant funding (project contribution other than Council funding).

5.22 An updated benefit-cost analysis is outlined below. While the benefit-cost ratio is below 1, many of the benefits of stormwater harvesting cannot easily be measured. The Benefit-Cost Analysis only quantifies the asset's direct costs and benefits. Other benefits including, climate adaptation, drought resilience, ability to irrigate during water restrictions and reduction in urban heat island effect are not measured.

Site	Estimated Cost			Benefits				Benefit-Cost Ratio
	Design and Construction (2023)	Operation / Maintenance Costs (2022)	Life Costs	Mains Water Savings (2022)	TN Removal (2022)	Secured Funding	Life Benefits	Updated BCR (2023)
Fitzroy Street / Catani Gardens	\$4,382,000	\$2,191,000	\$6,573,000	\$725,000	\$2,327,000	\$0	\$3,052,000	0.5

5.23 Detailed design is currently planned for 2024, with construction planned for 2025 to 2027.

6. ELWOOD PARK EXPANSION

- 6.1 There is an existing stormwater harvesting scheme drawing water from Elster Creek in Yalukit Willam Nature Reserve (formerly Elsternwick Park). The system is managed by Bayside City Council and City of Port Phillip currently has an allocation of 30ML/year from the 100ML/year scheme. Water is connected to the Elwood Croquet Club and Head Street Reserve.
- 6.2 To expand this scheme a booster pump and pipe would be installed in Elwood Park to allow water to be distributed further north and along the coast to an underground storage tank with an irrigation pump station at MO Moran Reserve. Further piping will be installed along the coast to Peanut Farm Reserve.
- 6.3 The project will provide an additional 20-30ML/year of water from Yalukit Willam Nature Reserve to meet 85% of the demand of Elwood Park, Peanut Farm Reserve, St Kilda Marina, St Kilda foreshore and MO Moran Reserve.
- 6.4 CoPP has contributed \$350k to the current phase of the Yalukit Willam Nature Reserve Masterplan.
- 6.5 The project requires approximately 3.5km of new stormwater pipe and a network of pump stations (estimate of two to four) to transfer the water from Elwood Park to St Kilda Foreshore. Officers note that the overall fall from Yalukit Willam Nature Reserve to St Kilda Foreshore is approximately 0.5m.
- 6.6 Port Phillip already manages a pump station at Port Melbourne (flood activated) and several smaller irrigation pumps.
- 6.7 The location of the project components is provided on the map below:



- 6.8 Stormwater harvesting is a proven technology. Traditionally stormwater is harvested nearby to where it can be utilised. Therefore, most Council operated stormwater harvesting schemes in Victoria are smaller than the length of this proposal.
- 6.9 Examples of Victorian Council systems that are a few hundred metres long include: City Oval Coburg (Merri-bek), Caroline Springs Town Centre Recreation Reserve (Melton and Greater Western Water) and Elwood Park (Port Phillip and Bayside).
- 6.10 Successful large-scale stormwater harvesting schemes do exist in Australia. Examples include City of Orange (NSW) supplementing their potable water supply with harvested stormwater. This scheme utilises three pump stations and approximately 850ML/year of harvested stormwater is used annually.
- 6.11 From a technical perspective a stormwater harvesting scheme of this length is almost the same as a recycled water network (purple pipe). Melbourne Water and South East Water successfully manage many of these systems. In addition, South East Water is currently designing the Recycled Water Treatment Plant in Fishermans Bend which will have kilometres of pipe.
- 6.12 A geotechnical assessment undertaken at MO Moran Reserve found that the fill conditions at the site and intersection with high groundwater may mean this site is not suitable for an underground storage tank. Additional geotechnical investigation is required. A two-phase site soil contamination assessment found Category C with asbestos contamination, it is a Priority Reportable Waste requiring offsite disposal. The

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cost to the project is discussed in the financial section of this report. An alternative to MO Moran Reserve could be nearby Robinson Reserve.

- 6.13 Alignment of this project with other upgrades in Elwood has been considered including Elwood Foreshore Masterplan, Pier Road and Bay Trail Safety Upgrade, Elwood Foreshore Facilities Development, St Kilda Promenade Safety Upgrade, St Kilda Marina, Yalukit Willam Nature Reserve (Bayside City Council) and Elwood Main Drain Duplication (Melbourne Water).
- 6.14 An initial cost estimate of \$1,743,000 was provided by an independent engineering consultancy firm and included in the 2021/22 Council budget for staged investigation, detailed design, and construction.
- 6.15 Site investigation work and quantify surveying work was undertaken during 2023. Quantity surveying, originally planned for post detailed design; was bought forward due to the complexity of the project and anticipated construction cost increases. The budget 2021/2022 and the quantity surveying costs are provided below.

Elwood Park Expansion	
Initial Cost estimate (2021/2022)	\$1,743,000
Quantity Surveying (September 2023)	\$5,462,000

- 6.16 The increase in costs includes:
- Industry-wide construction cost increases/inflation.
 - The outcome of detailed analysis and soil sampling has provided a more accurate cost of soil excavation and offsite disposal of contaminated soil (original estimate of \$30k, current estimate of \$835k). This will be further tested should the project proceed to detailed design.
 - Further scoping of site set-up costs and reinstatement has shown the cost to be \$477k. The original estimate was \$146k.
 - Other cost increases to the cost estimate derived from the investigations included:
 - Project management costs of \$126k.
 - Cost of additional project requirements and provisions (e.g., landscaping, trenching, boring etc.).
 - Increasing contingency from 30% to 40% (as per Council construction contingency framework).
 - Contractor costs of \$307k.
 - Project management costs of \$97k.
- 6.17 The project costs are in 2023 dollars and are exclusive of GST. An additional 5% (minimum) would be added to project costs to cover inflation for every additional year the project is not constructed.
- 6.18 For the purposes of a benefit-cost analysis, project benefits were monetised in relation to:

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- Life cycle benefits compared to using mains (potable) water (25-year lifespan).
- Pollutant reduction benefits (kg TN, total nitrogen) for 25-year lifespan.
- Secured grant funding (project contribution other than Council funding).

6.19 The results of an updated benefit-cost analysis are outlined below. While the benefit-cost ratio is below 1, many of the benefits of stormwater harvesting cannot easily be measured. The Benefit-Cost Analysis only quantifies the asset's direct costs and benefits. Other benefits including, climate adaptation, drought proofing, ability to irrigate during water restrictions and reduction in urban heat island effect are not measured.

Site	Estimated Cost			Benefits				Benefit-Cost Ratio
	Design and Construction (2023)	Operation / Maintenance Costs (2022)	Life Costs	Mains Water Savings (2022)	TN Removal (2022)	Secured Funding	Life Benefits	Updated BCR (2023)
Elwood Park Expansion	\$5,462,000	\$2,731,000	\$8,193,000	\$1,925,000	\$2,797,000	\$1,700,000	\$6,422,000	0.8

6.20 Detailed design is currently planned for 2025, with construction planned for 2026 to 2028.

7. CONSULTATION AND STAKEHOLDERS

- 7.1 Catani Gardens and Elwood foreshore are popular, and iconic parts of the City of Port Phillip. Targeted consultation with key stakeholders has been undertaken during 2023.
- 7.2 Port Phillip has had detailed discussions with Bayside City Council on the proposed expansion of the stormwater harvesting extraction and how this project fits in with Bayside's plans for Yalukit Willam Nature Reserve. In October 2023, Bayside confirmed that flows would meet City of Port Phillip project needs and they are committed to detailed discussions with Council in 2024 post finalisation of their wetland detailed design work.
- 7.3 Port Phillip have continued engagement with Melbourne Water on the Elwood Main Drain Duplication and its alignment with the stormwater harvesting project.
- 7.4 A Project Working Group has been initiated to cover Elwood projects for City of Port Phillip, Melbourne Water and Bayside City Council, which includes stormwater harvesting.
- 7.5 The Federal Government has awarded funding to the Elwood Park Expansion project as part of the Urban Rivers and Catchments Program.
- 7.6 Discussions with Department of Transport and Planning have commenced, with standard permit process to be followed based on current concept plans.
- 7.7 DEECA have included both Fitzroy Street/Catani Gardens and Elwood Park Expansion as priority actions (in feasibility stage) in the IWM Forums Catchment Action plans for the Yarra and Dandenong Catchments, respectively.
- 7.8 Recent discussions with South East Water have highlighted the potential opportunity to partner with them on stormwater harvesting schemes.
- 7.9 Formal community consultation is proposed as part of detailed design.

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8. LEGAL AND RISK IMPLICATIONS

- 8.1 Extension of the Elwood Park system requires renegotiating the current Stormwater Harvesting extraction agreement with Bayside City Council.
- 8.2 Implementation of the stormwater treatment system in Catani Gardens would require Heritage Victoria approval.
- 8.3 Planning Permits, Marine and Coastal Act consent, and Cultural Heritage Management Plans (CHMPs) would be required for both projects.
- 8.4 A risk register has been established for the overall program. Current high risks are provided below.

Name	Description	Inherent Risk	Action Plan
Buildability	Spatial placement & alignment with other projects as multiple projects planned in same area, e.g., Catani Gardens Irrigation, Elwood Masterplan, Pier Road and Bay Trail, Elwood Foreshore, St Kilda Promenade, Elwood Drain Duplication, Yalukit Willam.	HIGH	Service proofing (underground services) and surveying. Early and regular stakeholder engagement. Consideration of agility in concept plan, and alternatives that can be investigated during detailed design.
Federal Funding	Loss of \$1.7m in Federal funding under the Urban Rivers and Catchments Program. This is aligned to our Elwood Park Expansion Project. Current end date for the funding is 30 June 2028.	HIGH	Work with stakeholders (internal and external) to push project forward. Contingency has been included in project plan to meet this deadline.
Fusarium wilt management	Spread of Fusarium wilt. Fusarium wilt is a serious disease of Canary Island Date Palms and is present in soils along Beaconsfield Parade.	HIGH	Implement Tree Protection Zones and contractors to refer to strict Biosecurity Protocols for Fusarium wilt for control measures to be implemented during works within Catani Gardens (the location of the significant palms).
Geotechnical Conditions	The ground conditions at MO Moran Reserve may not be conducive for underground storage tanks due to fill material and groundwater level.	HIGH	Complete geotechnical investigation and make decision on suitability of MO Moran Reserve. If not suitable, search for new site, e.g., Marina Reserve, Robinsons Reserve.
Novelty	The Elwood Park Expansion Scheme is novel for the City of Port Phillip and would require significant investment in time, resources, and operation/maintenance.	HIGH	Pursue partnering with Water Authority (such as South East Water) and a staged approach to construction.

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- 8.5 A 40% contingency has been included in project costs as part of the Project's risk management.

9. FINANCIAL IMPACT

- 9.1 Initial costings by an independent engineering consultancy firm on both projects were provided to Council in October 2022.
- 9.2 Site investigation and quantity surveying work was undertaken in 2023. A comparison of the 2021/22 budgeted costs and the estimated quantity surveying costs is provided below.

	Fitzroy Street	Elwood Park Expansion
Initial costings (2021/2022)	\$1,617,000	\$1,743,000
Quantity Surveying (September 2023)	\$4,382,000	\$5,462,000

- 9.3 Estimated project costs have tripled since 2021/22. The increase in project costs is attributed to:
- Industry-wide construction cost increases/inflation.
 - Detailed analysis and soil sampling has provided a more accurate cost of soil excavation and offsite disposal of contaminated soil (original estimate of \$95k, current estimate of \$1.4M). This will be further tested should the project proceed to detailed design.
 - Further scoping of site set-up costs and reinstatement has shown the cost to be \$989k. The original estimate was \$285k.
 - Other cost increases to the cost estimate derived from the investigations:
 - Project management costs of \$223k.
 - Cost of additional project requirements and provisions (e.g., more pump stations, electrical connections, storage tank provisions, trenching, boring etc.).
 - Increasing contingency from 30% to 40% (as per Council construction contingency framework).
- 9.4 The project costs are in 2023 dollars. An additional 5% (minimum) would need to be added to project costs to cover inflation for every year the projects are not constructed. All costings are exclusive of GST.
- 9.5 The Elwood Park expansion project was awarded \$1.7M through the Federal Government's Urban Rivers and Catchments Program. This is due to the water quality benefits for Elster Creek from the stormwater harvesting and use of treated water for irrigation. The Federal Government are currently working with DECCA on the administration of this program.
- 9.6 To date \$150k has been spent on the various studies outlined in this report.
- 9.7 The quantity surveyor estimates consultancy fees for both projects to be (inclusive of 40% contingency):
- Fitzroy Street/Catani Gardens, \$390k.

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- Elwood Park Expansion, \$505k.

9.8 This includes detailed design, construction tender documentation, additional consulting/sub-contracting (e.g., surveying, further geotechnical assessment), construction phase assistance and a provision to keep the consultant onboard during the first 12 months of operation.

9.9 For the purposes of the benefit-cost analysis, project benefits were monetised in relation to:

- Life cycle benefits compared to using mains (potable) water (25-year lifespan).
- Pollutant reduction benefits (kg TN, total nitrogen) for 25-year lifespan.
- Secured grant funding (project contribution other than Council funding).

9.10 The results of this updated benefit-cost analysis are outlined below:

Estimated Cost				Benefits				Benefit-Cost Ratio
Site	Design and Construction (2023)	Operation / Maintenance Costs (2022)	Life Costs	Mains Water Savings (2022)	TN Removal (2022)	Secured Funding	Life Benefits	Updated BCR (2023)
Fitzroy Street / Catani Gardens	\$4,382,000	\$2,191,000	\$6,573,000	\$725,000	\$2,327,000	\$0	\$3,052,000	0.5
Elwood Park Expansion	\$5,462,000	\$2,731,000	\$8,193,000	\$1,925,000	\$2,797,000	\$1,700,000	\$6,422,000	0.8

9.11 While the benefit-cost ratios are below 1, the Benefit-Cost Analysis only quantify direct costs and benefits and do not consider benefits like climate adaptation, drought resilience, ability to irrigate during water restrictions and reduction in urban heat island effect.

9.12 Discussion with Bayside City Council officers to determine whether it will seek an annual contribution for the operation of the Yalukit Willam Nature Reserve stormwater harvesting scheme will be undertaken in 2024. This in addition to Council's contribution of \$350k to the Yalukit Willam Nature Reserve Masterplan implementation.

10. ENVIRONMENTAL IMPACT

10.1 The stormwater harvesting schemes will reduce pollutants entering the bay, helping to achieve CoPP nitrogen, phosphorus, and sediment reduction targets in the Strategy.

10.2 Modelling for the two systems suggests a reduction in potable water use for irrigation by 42ML/year. The actual annual reduction will depend on rainfall levels.

10.3 Other environmental benefits include, climate adaptation, drought resilience, ability to irrigate during water restrictions and reduction in urban heat island effect.

10.4 Climate change projections are predicting hotter temperatures, with more extreme storms and intense downpours, along with declining winter rainfall. This may lead to water shortages. As such, supplementing our potable water supply with alternative water sources, such as stormwater, is a critical step in our resilience planning.



11. COMMUNITY IMPACT

- 11.1 The reduction in flows to the bay will reduce sediment plumes and floating litter in the bay. In the longer-term, reducing nutrient loads in the bay will minimise potential algal blooms.
- 11.2 An alternative water source provides a level of drought resilience and climate change adaptation for open spaces, contributing to greener grass, healthier soils, tree, and vegetation.
- 11.3 Green, healthy parks with good soil moisture provides heat relief during hot periods.
- 11.4 The stormwater storages are proposed to be underground to minimise open space loss.
- 11.5 The raingarden in Catani Garden will take up 200m² with the design to be integrated into the current garden's amenity.
- 11.6 Works in Catani Gardens would be scheduled to minimise the impact on community events.

12. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 12.1 Stormwater harvesting aligns with Strategic Action 3 – Sustainable Port Phillip of the adopted Council Plan 2012-31.
- 12.2 Council Plan 2021-31 includes an action to 'Assess feasibility of stormwater harvesting projects' in 2022/23.
- 12.3 The Act and Adapt Strategy, adopted in 2018 and reviewed in 2023 includes commitments to investigate and implement high value opportunities for stormwater harvesting to reduce potable water use and reduce stormwater pollution entering the bay.
- 12.4 Stormwater harvesting relates to Council's declaration of a Climate Emergency, as it relates to water security.

13. IMPLEMENTATION STRATEGY

13.1 TIMELINE

- 13.1.1 Continued engagement with stakeholder organisations: South East Water, Bayside City Council, Melbourne Water, Department of Transport and Planning (DTP) and Department of Energy, Environment and Climate Action (DEECA).
- 13.1.2 Undertake peer review of Elwood Park Expansion Stormwater Harvesting Scheme, March to July 2024.
- 13.1.3 Meet with South East Water to discuss potential partnering and funding of Elwood Park Expansion Project.
- 13.1.4 If successful in receiving further funding, detailed design of Elwood Park Expansion would likely begin in 2025.
- 13.1.5 Construction of Elwood Park Expansion would likely take 24 months (2026-2028).
- 13.1.6 Construction would need to be completed by June 2028 as per the current conditions of the Federal funding.



13.2 COMMUNICATION

13.2.1 Community engagement and consultation would be undertaken as part of the detailed design process.

13.2.2 Key messages to the community would be the alignment of stormwater harvesting projects with the Council Plan and commitments within the Act and Adapt Strategy and Climate Emergency Plan.

14. OFFICER DIRECT OR INDIRECT INTEREST

14.1 No officers involved in the preparation of this report have any material or general interest in the matter.

ATTACHMENTS Nil



12. VIBRANT PORT PHILLIP

Nil

13. WELL GOVERNED PORT PHILLIP

13.1	<i>Proposed Lease of the Port Phillip EcoCentre in the St Kilda Botanical Gardens, St Kilda</i>	177
13.2	<i>Financial Update 2023-24: Mid-Year Review.....</i>	189
13.3	<i>Councillor Expenses Monthly Reporting - November and December 2023 and January 2024.....</i>	211
13.4	<i>Records of Informal Meetings of Council</i>	225

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13.1 PROPOSED LEASE OF THE PORT PHILLIP ECOCENTRE IN THE ST KILDA BOTANICAL GARDENS, ST KILDA

EXECUTIVE MEMBER: LACHLAN JOHNSON, GENERAL MANAGER, OPERATIONS AND INFRASTRUCTURE

PREPARED BY: SIOBHAN BELMORE, MANAGER PROPERTY AND ASSETS
VICKI TUCHTAN, HEAD OF PROPERTY OPERATIONS & FACILITIES

1. PURPOSE

- 1.1 To conclude the statutory procedures for a proposed lease of the Port Phillip EcoCentre in the St Kilda Botanical Gardens at 55A Blessington Street, St Kilda, pursuant to section 115 of the *Local Government Act 2020*.

2. EXECUTIVE SUMMARY

- 2.1 At the Council meeting on 4 October 2023, it was resolved that Council: commence the statutory procedures under section 115 of the *Local Government Act 2020* (the 'Act') to enter into a lease for a total term of no greater than 15 years over the Port Phillip EcoCentre site; authorise the Chief Executive Officer (or their delegate) to give public notice on its website and carry out community engagement; and report back at a future meeting of Council.
- 2.2 Feedback on the proposed lease was sought from community members via Council's online engagement site, Have Your Say. Council received 245 responses during the engagement period, including two (2) written submissions in favour of the proposed lease, with 94.7% of respondents in support of Council entering into a long-term lease agreement over the site.
- 2.3 Council may now make a decision which will complete the statutory procedures for the proposed lease.

3. RECOMMENDATION

That Council:

- 3.1 Concludes the statutory process under section 115 of the *Local Government Act 2020* by granting a lease over the Port Phillip EcoCentre site to Port Phillip EcoCentre Incorporated on the following key terms:
 - 3.1.1 Length of lease – 15 years.
 - 3.1.2 Rent – commencing at \$104.00 per annum exclusive of GST.
 - 3.1.3 The tenant to be responsible for a schedule of maintenance and for all utilities and outgoings associated with the operation of their service.
- 3.2 Authorises the Chief Executive Officer, or their delegate, to execute the lease.

4. KEY POINTS/ISSUES

- 4.1 At the Council meeting on 4 October 2023, it was resolved that Council: commence the statutory procedures under section 115 of the *Local Government Act 2020* (the 'Act') to enter into a lease for a total term of no greater than 15 years over the Port Phillip EcoCentre site; authorise the Chief Executive Officer (or their delegate) to give public

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notice on its website and carry out community engagement; and report back at a future meeting of Council.

- 4.2 The Port Phillip EcoCentre site is in the St Kilda Botanical Gardens at 55A Blessington Street, St Kilda. The site is Crown Land reserved for Public Gardens, with Council the appointed committee of management.
- 4.3 The Port Phillip EcoCentre was established by Council and the community in collaboration and launched in 1999. Since this time, Council has supported the Port Phillip EcoCentre via a funding agreement and through a subsidised lease agreement.
- 4.4 Due to constraints on growth, comfort levels and an assessment that the building was no longer 'fit-for-purpose', the 2019/20 Council Plan included a commitment to redevelop the Port Phillip EcoCentre site. This redevelopment is currently underway and due for completion mid-2024.
- 4.5 The previous tenant – Port Phillip EcoCentre Incorporated – was temporarily relocated to allow for the redevelopment. It is proposed that Council offer this tenant a long-term lease over the site commencing mid-2024.
- 4.6 Feedback on the proposed lease was sought from community members via Council's online engagement site, Have Your Say. The engagement page was open from 9 October 2023 to 6 November 2023, inviting respondents to complete a short survey and/or provide a submission in writing. A summary of the results from the community engagement is attached to this report.
- 4.7 Council received 245 responses during the engagement period, including two (2) written submissions in favour of the proposed lease. The data shows that 3.3% of respondents did not agree to the proposed lease, with 2% neither agreeing nor disagreeing. The remaining 94.7% of respondents were in support of Council entering into a long-term lease agreement over the site, including a large percentage for 20 years but it is noted that Council has previously resolved to consider a lease of no more than 15 years.

5. CONSULTATION AND STAKEHOLDERS

- 5.1 In accordance with section 115 of the Act and Council's Community Engagement Policy (February 2021), Council notified the public of an intention to grant a long-term lease on Council's website giving interested parties 28 days to provide feedback and/or make a submission.
- 5.2 Council received 245 responses during the engagement period, including two (2) written submissions.
- 5.3 In terms of demographics:
 - 5.3.1 Over half of the respondents were aged 35-49 years or 60-69 years.
 - 5.3.2 62% of respondents identified as female.
 - 5.3.3 Except for Southbank, respondents resided in all suburbs of Port Phillip.
 - 5.3.4 Most respondents resided in St Kilda and Elwood.
 - 5.3.5 Nearly 14% of respondents resided outside of Port Phillip.
 - 5.3.6 Almost two-thirds of respondents are members of a community group.
- 5.4 Regarding the proposed long-term lease:



5.4.1 94.7% of respondents were in support of the proposed lease

- 88.6% of respondents were in favour of a lease greater than 15 years, noting that Council has already considered and resolved to offer a lease of up to 15 years.
- 6.5% were in agreement with the 15-year term.

5.4.2 The two (2) written submissions were in support of the proposed lease.

5.4.3 3.3% of respondents did not agree to the proposed lease.

5.4.4 2% of respondents neither agreed nor disagreed to the proposed lease.

5.5 Council may now make a decision which will complete the statutory procedures for the proposed lease.

6. LEGAL AND RISK IMPLICATIONS

- 6.1 The Port Phillip EcoCentre site is situated on Crown Land, with Council as the delegated land manager (committee of management). As such, any proposal to lease the site is subject to approval by the responsible Minister or delegate of the responsible Minister. Approval was granted for Council as the appointed committee of management to enter a lease with the proposed tenant over the land being Crown land permanently reserved for Public Gardens purposes, on 29 November 2023.
- 6.2 As the Port Phillip EcoCentre site is Crown Land reserved for Public Gardens, the approval process for grant and purpose is complex. The relevant Minister must make a statement advising they are satisfied that there are special reasons which make the granting of the lease reasonable and appropriate, and that to do so will not be substantially detrimental to the use and enjoyment of the adjacent reserved land. In this case, an order was published in the Victorian Government Gazette on 28 September 2023 (pp. 1765) and tabled in both houses of parliament, as is required under sections 17B(3)(a) and 17DA(1)(a) of the *Crown Land (Reserves) Act 1978*, with the approved purpose of an educational facility to support environmental and climate change awareness and sustainable living.
- 6.3 Pursuant to section 115(4) of the Act, Council must undertake community engagement in accordance with its community engagement policy in respect to the proposed intention to lease the Port Phillip EcoCentre site.

7. FINANCIAL IMPACT

- 7.1 In accordance with Council's Property Policy (September 2019) Council proposes to enter into a subsidised lease agreement with a peppercorn rent commencing at \$104.00 per annum exclusive of GST. Further, it is proposed the tenant will be responsible for a schedule of maintenance and for all utilities and outgoings associated with the operation of their service.
- 7.2 In terms of lease length, a 15-year lease term is being proposed. Although Council tenancy agreements typically have terms of up to five years, Council's Property Policy does allow it to negotiate a non-standard lease term. The policy stipulates that, 'A lease term (including options) cannot exceed the maximum allowed for Crown Land in accordance with the *Crown Land (Reserves) Act 1978* and *Local Government Act 1989*' (p.12). This proposed length falls within these legislative limits.

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- 7.3 It is noted that EcoCentre funding and associated agreements are subject to the Council Plan projects.

8. ENVIRONMENTAL IMPACT

- 8.1 The recommendations in this report are not considered to have a material environmental impact.

9. COMMUNITY IMPACT

- 9.1 The EcoCentre redevelopment is a unique purpose-built facility co-funded by the Victorian Government for a particular purpose and use and is located on Crown Land. Officers considered that a departure from a 5-year lease term was justifiable in this instance and recommended consulting the community on a long-term lease duration up to 15 years.
- 9.2 Council has consulted on the length of the lease and may now make a decision which will complete the statutory procedures for the proposed lease.

10. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 10.1 Community consultation on the proposed lease supports the Council Plan strategic direction of “Well Governed Port Phillip”.
- 10.2 The proposed lease supports the Council Plan strategic directions of “Liveable Port Phillip” and “Sustainable Port Phillip”.

11. IMPLEMENTATION STRATEGY

11.1 TIMELINE

- 11.1.1 If the proposed lease is approved, Council intends to negotiate a lease agreement with Port Phillip EcoCentre Incorporated.
- 11.1.2 Council would then need to seek approval of the lease by the Victorian Government prior to the signing, and in time for completion of the redevelopment of the site in mid-2024.

11.2 COMMUNICATION

- 11.2.1 If the proposed lease is approved, officers will update the Have Your Say webpage accordingly and notify respondents.

12. OFFICER DIRECT OR INDIRECT INTEREST

- 12.1 No officers involved in the preparation of this report have any material or general interest in the matter.

ATTACHMENTS 1. Engagement Summary Report - EcoCentre Lease



Proposed Lease of the Port Phillip EcoCentre

Engagement Summary Report

November 2023



Engagement Summary - Proposed Lease of the Port Phillip EcoCentre



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100%



Please consider
the environment
before printing.



Introduction

Project background

Port Phillip EcoCentre was established by Council and the community in collaboration and launched in 1999.

Ever since, Council has supported the Port Phillip EcoCentre via a Funding Agreement and through a subsidised lease agreement.

Due to constraints on growth, comfort levels, and an assessment that the building was not 'fit-for-purpose', in 2019/20 the Council Plan included a commitment to the EcoCentre redevelopment, subject to the Victorian or Australian Government providing matched funding of 50 percent of the total project costs. Council and the Victorian State Government agreed to fund the redevelopment.

Redevelopment of the EcoCentre Facility is underway and due for completion in mid-2024. The redeveloped EcoCentre in the St Kilda Botanical Gardens will be a unique purpose-built facility co-funded by the Victorian Government for a particular purpose and use, and is located on Crown Land. As such, the lease needs the approval of the Victorian Government prior to mid-2024.

The previous lease at the EcoCentre site ended when Port Phillip EcoCentre temporarily relocated to 38 Blessington Street, St Kilda - Council's Cora Graves Community Centre - to allow for the site redevelopment to occur. It is intended that Port Phillip EcoCentre relocate to the new EcoCentre Facility (directly across the road) once construction is completed.

What we set out to achieve

At its meeting on 4 October 2023, Council commenced the statutory procedures under Section 115 of the Local Government Act 2020 ("Act") to enter a lease *with Port Phillip EcoCentre Incorporated* for the occupation of the environmental education facility at 55A Blessington Street, St Kilda, for a total term of no greater than 15 years; commencing annual rent \$104 plus GST.

Council also authorised the CEO and delegated officers to carry out its functions under 115(4) of the Act in relation to the lease proposed, including giving public notice on its website and carrying out community engagement.

The objective of the engagement was to present the community with the proposed key terms of the lease, and to invite written submissions on the proposed lease.

Engagement Summary - Proposed Lease of the Port Phillip EcoCentre



About this report

The purpose of this report is to report on the results from the community engagement on the proposed lease of the redeveloped Port Phillip EcoCentre.

Before reading this report

The following should be considered in reading of this report:

- Participants responding to the engagement survey were self-selecting. As such, the key themes of these results may reflect only a limited proportion of the local community.
- This report summarises key feedback from participants and does not preclude the project team from considering community feedback in its original format.
- We acknowledge that, while efforts are taken to manage duplication, there is potential for double-counting where participants have completed online activities via the Have Your Say website.
- Detailed participant demographic data was not mandatory in engagement activities. This may affect the weight of findings about community participation. Where appropriate, response numbers for each question are displayed or acknowledged.
- This report focuses on the communication and engagement activities delivered by Council. It does not include events, meetings, surveys, or communications organised by the community or third parties.

Engagement Summary - Proposed Lease of the Port Phillip EcoCentre



What we did

Engagement activities

A Have Your Say page was open from 9 October to 6 November, inviting respondents to complete a short survey and/or submit comments in writing.

Feedback was sought from community members.

Participation

Total participation

During this project, we heard from 243 contributors. Two written submissions were received.

Who we heard from

Demographics

Age

Over half of survey respondents were in the 35-49 and 60-69 year old age groups

Table 1 Survey respondents by Age

Age range	Number	(%)
15 - 17	1	(0.4%)
18 - 24	5	(2.0%)
25 - 34	12	(4.9%)
35 - 49	59	(24.2%)
50 - 59	46	(18.9%)
60 - 69	70	(28.7%)
70 - 84	43	(17.6%)
85 and over	1	(0.4%)
Prefer Not to say	7	(2.9%)

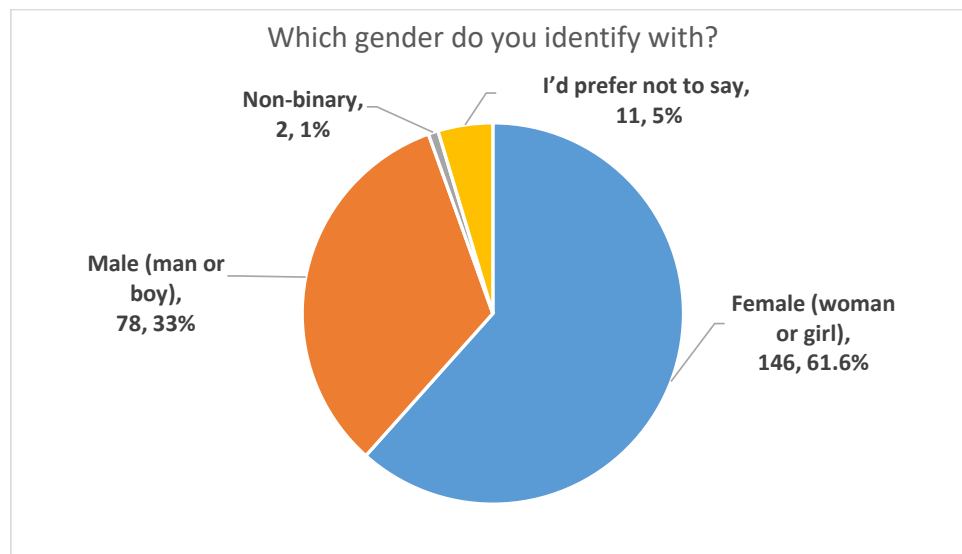
Engagement Summary - Proposed Lease of the Port Phillip EcoCentre



Gender

62% of participants identified as female.

Table 2 Survey respondents by Gender



10% of participants identified as LGBTIQ+.

Residential Suburb

Respondents from all suburbs in Port Phillip were represented except Southbank, with the most from St. Kilda and Elwood. Nearly 14% were not from City of Port Phillip.

Members of Community Groups

Nearly two-thirds (64%) of survey respondents are members of a community group, with 25 respondents directly naming the Port Phillip EcoCentre.

Other named community groups included: PECAN; Beach Patrol / Love Our Streets; St Kilda Repair Café; Port Phillip Community Group; Earthcare St. Kilda; Yalukit Willam Nature Association; Sacred Heart Mission, VegOut; Friends of St Kilda Botanical Gardens and over 25 other groups in the wider Port Phillip region.

Engagement Summary - Proposed Lease of the Port Phillip EcoCentre



What we heard

The engagement results show majority support for the Port Phillip EcoCentre to receive a lease of the redeveloped EcoCentre facility for greater than 15 years.

Question 1: Are there any reasons why the lease should or should not proceed?

Lease Should Proceed	Lease Should Not Proceed	Undecided (Neutral)	Other (Mixed)
94.7% (230 responses)	3.3% (8 responses)	1.6% (4 responses)	0.4% (1 response) Lease should be for multiple tenants

Question 2: Are there any reasons the lease duration should be shorter or longer than 15 years?

Greater than 15-year lease	15 Year Lease	Less than 15-year lease	Undecided (Mixed)
88.6% (217 responses)	6.5% (16 responses)	4.5% (11 responses)	0.4% (1 response)

Two further written submissions were supportive of a longer than 15-year lease.

95% of respondents supported a lease of the redeveloped EcoCentre facility by Port Phillip EcoCentre

89% of respondents supported a longer than 15-year lease.

Engagement Summary - Proposed Lease of the Port Phillip EcoCentre



How to find out more

Next steps

Feedback provided in this report will be presented to a Council Meeting in February 2024.

Council will determine the terms of the new lease to the Victorian Government to approve by mid-2024.

This report is a summary of findings from engagement undertaken on this project.

A copy of this report can be found on the [Proposed Lease of the Port Phillip EcoCentre](#) Have Your Say page.

To find out more about this project, or other projects at City of Port Phillip, or to contact us about a project, [visit the Have your say webpage](#).

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13.2

FINANCIAL UPDATE 2023-24: MID-YEAR REVIEW

EXECUTIVE MEMBER: LACHLAN JOHNSON, GENERAL MANAGER, OPERATIONS AND INFRASTRUCTURE

PREPARED BY: PETER LIU, CHIEF FINANCIAL OFFICER
SPYROS KARAMESINIS, HEAD OF FINANCIAL BUSINESS PARTNERING, ANALYSIS & COMPLIANCE

1. PURPOSE

- 1.1 To provide Council with an overview of the results of the mid-year 2023/24 performance to budget and seek approval for any unbudgeted items.

2. EXECUTIVE SUMMARY

- 2.1 The Council Plan 2021-2031 (Year Three) and Budget 2023/24 was adopted at the 20 June 2023 Special Council meeting. Budget 2023/24 included a business-as-usual approach with key changes including a below rates cap rates increase (2.8 per cent increase) and continued implementation of the 'Don't Waste It!' Waste Management Strategy 2022-2025.
- 2.2 Budget 2023/24 was adopted with a surplus of \$0.87 million. During the mid-year review the forecast cumulative cash surplus has been updated to \$0.1 million, this is a reduction of \$0.77 million compared to Budget 2023/24 (see Attachment 1).
- 2.3 Despite the reduction in cumulative cash surplus, Council's financial sustainability risk rating (see section 4) is expected to maintain an overall low risk rating (as budgeted). However, there are external and internal factors that may negatively impact our financial performance including transfer of responsibilities from State Government and high inflation which is increasing the cost base of our core services. Additionally, State and Federal Government reforms continue to challenge the way that Council delivers services including planning, aged care, and short stay accommodation.
- 2.4 During the first half of 2023/24, ongoing efficiency savings of \$0.65 million were achieved as Council works towards its target for Budget 2024/25 of \$1.8 million. Efficiencies occur where Council can deliver the same services for less, generate new revenue opportunities or through portfolio investments that generate positive returns.
- 2.5 The Project Portfolio has reduced by net \$6.7 million to a 2023/24 forecast of \$69.9 million. Year to date total portfolio spend of \$18.7 million, \$3.0 million less than year to date forecast. Portfolio deferrals and significant movements are published monthly in the CEO Report.
- 2.6 As part of the mid-year budget review, several funding requests relating to the project portfolio have been included for Council consideration.

3. RECOMMENDATION

That Council:

- 3.1 Notes that full year cumulative cash surplus before the mid-year budget requests is \$0.1 million which is \$0.77 million unfavourable compared to budget of \$0.87 million with the following movements:

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- 3.1.1 Notes additional funding of \$0.18m approved by the Chief Executive Officer for emergency works related to the St Kilda Foreshore Lighting Renewal Project (funded from the Asset Renewal Reserve)
- 3.2 Notes attachment 1 – Financial Statements with accompanying explanatory notes.
- 3.3 Approves the following budget requests with a net financial impact of \$0.07m for 2023/24 and \$0.38m for 2024/25 including (see attachment 2):
 - 3.3.1 \$373,000 additional for the Elwood Reserve Change Rooms and Toilets project due to outcome of tender process. Noting funding of \$277,000 from the Local Roads and Community Infrastructure Program Stage 4 and the remaining \$96,000 to be included in Budget 2024/25.
 - 3.3.2 \$150,000 additional for the JL Murphy Baseball Infield project due to outcome of tender process. Noting funding of \$75,000 from Open Space Reserves and remaining \$75,000 to be funded from the 2023/24 cumulative cash surplus.
 - 3.3.3 \$359,000 additional for the Albert Parks Bowls Pavilion Upgrade to expand scope of works to include upgrade of the male facilities and office contingent on a financial contribution of \$266,000 from the Albert Park Bowls Club and also addition scope to include accessibility compliance requirement with remaining \$93,000 to be included in Budget 2024/25.
 - 3.3.4 \$372,000 additional for the JL Murphy Soccer Pitch 2 Reconstruction due to updated costings through the design phase. Noting funding of \$186,000 from Open Space Reserves and remaining \$186,000 to be included in Budget 2024/25.

4. KEY POINTS/ISSUES

Overview

- 4.1 The organisation carries out a monthly review of all operating revenue and expenditure as well as the project portfolio, which is then reported as part of the monthly CEO Report.
- 4.2 The results for the mid-year review are presented to Council using two sets of performance reporting instruments:
 - 4.2.1 The Comprehensive Income Statement Converted to Cash.
 - 4.2.2 The Victorian Auditor General Office's (VAGO) Financial Sustainability Indicators.

Comprehensive Income Statement Converted to Cash

- 4.3 We use the Comprehensive Income Statement Converted to Cash to ensure prudent financial management by maintaining a modest cumulative cash surplus.
- 4.4 Councils forecast cumulative cash surplus for 2023/24 has been updated in following the mid-year review to \$0.1 million (excluding budget requests subject to Council consideration), which is \$0.77 million unfavourable compared to budget of \$0.87 million (Attachment 1).
- 4.5 Council's forecast operating surplus has also decreased by \$4.47 million from \$10.39 million to \$5.93 million. Full details are contained in Attachment 1 financial statements including commentary on material variances. The following section provides a high-level overview of key movements.



4.6 Net revenue reduction of \$2.47 million mainly due to:

- 4.6.1 \$0.57 million improvement in grant income including additional funding Waste Transformation Program and additional funding in long day care centres due to current demographic profiles.
- 4.6.2 \$0.25 million improvement in other income predominately due to increasing interest income due to favourable cash holdings and increasing investment yields due to improved investment returns projected for full year.
- 4.6.3 \$0.25m increase in supplementary rates billing during July billing predominately due to growth in residential properties.
- 4.6.4 These improvements have been offset by the inclusion of a provision for the partial return of government funding for aged care services, due to service delivery challenges impacting the achievement of contracted performance targets. There are several factors that have impacted Councils ability to deliver service targets including the implementation of the Aged Care Reforms as the Federal Governments moves to a competitive marketplace reducing the volume of service referrals that Council receives, industry resourcing challenges, and the growing cost of delivering services above funding rates.
- 4.6.5 Council has also seen a significant decrease (\$2.36 million) in forecast open space contributions (funds ringfenced in reserves). Primarily due to decreased subdivision activity caused by the increased number of build-to-rent developments. The loss of Open Space Contributions from Build-to-rent development is negatively impacting on our ability to sustainably fund open space assets.

4.7 Net expenditure increase of \$2.0 million mainly due to:

- 4.7.1 \$0.17 million decrease to right of use (financed leased asset) expenditure based on current mix of lease vehicles and equipment. These savings are used to fund the fleet renewal program (purchasing vehicles as opposed to leasing).
- 4.7.2 (\$0.25) million re-instatement of budget for parking ticket machine maintenance contract due to budget efficiencies not able to be achieved through procurement of new contract.
- 4.7.3 (\$0.11) million for St Kilda Triangle engagement with the market to further clarify the level of interest in investing in a new live music and performance venue
- 4.7.4 (\$0.52) million increase current year non-capital spend associated with capital projects due to capital program deferrals from 2022/23 after budget adoption (offset against project reserves) and additional feasibility works approved for the Fishermen's Bend Gymnastics Facility Feasibility Study.
- 4.7.5 (\$0.60) million additional net cost due to delays in transitioning to fortnightly garbage service. This has been partially offset by delays in Multi Unit Development (MUDs) FOGO rollout.
- 4.7.6 (\$0.63) million increase for 2022/23 operating projects deferred to 2023/24 after budget adoption. Key deferrals including Fishermans Bend and Greening Port Phillip Program (offset against reserves).

4.8 Net capital reduction of \$7.5 million mainly due to:

- 4.8.1 \$8.7 million capital expenditure deferrals to 2024/25 and future years

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- 4.8.2 (\$1.2) million 2022/23 deferrals post 2023/24 budget adoption
- 4.8.3 \$1.4 million early purchase of land a year before budget for the Public Space Strategy Land Acquisition Program.
- 4.8.4 (\$1.5) million other minor movements including additional projects, cost escalations and minor project savings.
- 4.8.5 See capital works statement for detailed breakdown (Attachment 1)
- 4.9 The forecasted drawdown on council reserves has decreased by \$4.73 million. This is primarily related to delays in delivering project work (funds held in reserves). See reserve movements notes in Attachment 1 for detailed breakdown.

Assessment against VAGO Financial Sustainability Indicators

- 4.10 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 VAGO financial sustainability indicators.
- 4.11 Council is forecasting a low-risk financial sustainability rating at the end of the second quarter, highlighted by the seven VAGO financial indicators below:

Indicator	Forecast 2023/24	Budget 2023/24	Variance	Risk
Net Result %	2.3%	4.0%	(1.7%)	Low
Adjusted Underlying Result %	(0.3%)	0.5%	(0.8%)	High
Working Capital %	326%	351%	(25%)	Low
Internal Financing %	100%	77%	23%	Low
Indebtedness %	1.3%	1.3%	0.0%	Low
Capital Replacement %	216%	267%	(51.0%)	Low
Infrastructure Renewal Gap %	168%	199%	(31.0%)	Low
Overall financial sustainability risk rating	Low	Low	No Change	Low

- 4.12 The indicators generally need to be considered from a medium-term trend perspective rather than annual basis. A medium rating over one or two years is acceptable particularly in response to short-term events such as COVID-19 but over the medium to long-term, Council aims to achieve a low-risk rating overall.

4.13 Net Result %:

- 4.13.1 Net Result % assesses Council's ability to generate an operating surplus. The greater the result, the stronger the operating surplus. Budget 2023/24 included a 4.0% net result due to an operating surplus of \$10.4m.
- 4.13.2 Net Result % has decreased by (1.7%) to a forecast of 2.3% for 2023/24 maintaining a low-risk rating. This is caused by a decrease in operating surplus to \$5.9 million due a reduction in grant income and open space contributions



and an increase in expenditure for projects deferred from 2022/23 (noting these funds are held in reserves).

4.14 Adjusted Underlying Result %:

- 4.14.1 Adjusted Underlying Result % assesses council's ability to generate surplus in the ordinary course of business excluding non-recurrent capital grants and contributions to fund capital expenditure from net result.
- 4.14.2 An underlying deficit is normally budgeted due to the reliance on external funding/contributions to fund our infrastructure assets works. For instance, Open Space Contributions are collected, held in reserve to fund upgrades, expansion and new of public space.
- 4.14.3 The mid-year review forecasts a marginal high risk result due to the same factors highlighted in the Net Result ratio (excluding open space contributions).

4.15 Workings Capital %:

- 4.15.1 This working capital ratio assesses Council's ability to pay short-term liabilities as they fall due (current assets/ current liabilities).
- 4.15.2 Council has no working capital issues at the forecast 326% with a low-risk rating. This has improved slightly due to a projected decrease in liabilities at year-end (predominately payables).

4.16 Internal Financing %:

- 4.16.1 The internal financial ratio assesses Council's ability to finance capital works using cash generated from its operations. A ratio below 100 means cash reserves or borrowing are being used to fund capital works, which is acceptable on occasions.
- 4.16.2 Internal financing has improved to 77% with a low-risk rating primarily due to updating timing of collection of cashflows and a minor reduction in capital expenditure (delayed to future years, with funds held in reserves).

4.17 Indebtedness %:

- 4.17.1 The indebtedness ratio assesses Council's ability to repay its non-current debt from its own source revenue.
- 4.17.2 This indicator shows a low risk for Council with a forecast of 1.3% which is consistent with budget and significantly lower than the 40% target. Council has no current or planned borrowings Budget 2023/24 and Long-Term Financial Plan.

4.18 Capital Replacement %:

- 4.18.1 The capital replacement ratio assesses whether Council's overall cash spend in renewing, growing and improving its asset base is enough.
- 4.18.2 Capital replacement % has reduced slightly from budget to 267% with a low-risk rating caused by a small reduction in capital expenditure (delayed to future years, with funds held in reserves).

4.19 Infrastructure Renewal Gap %:

- 4.19.1 The infrastructure renewal gap ratio assesses Council's spend on its asset base is keeping up with the rate of asset depletion (depreciation).



- 4.19.2 Infrastructure renewal gap % has reduced slightly from budget to 195% with a low-risk rating caused by a small reduction in capital expenditure (delayed to future years, with funds held in reserves).

Project Portfolio Update

- 4.20 The Project Portfolio has reduced by net \$6.7 million to a 2023/24 forecast of \$69.9 million. Year to date total portfolio spend of \$18.7 million, \$3.0 million less than year to date forecast. Portfolio deferrals and significant movements are published monthly in the CEO Report.
- 4.21 The portfolio status is tracking similar to the 12-month average with 68% of projects reported On Track, 21% At-Risk and 11% Off Track.
- 4.22 The key challenges impacting delivery continue to be:
- 4.22.1 Construction costs: Tenders and cost plans are still returning with significant increase in costs compared to budget.
 - 4.22.2 Contractor availability: Competition for resources for design and construction with the State Government Big Build and other Councils that are also in year three of their council plans.
 - 4.22.3 Resource market: recruitment is still competitive for project management and specialised roles.

Mid-Year Budget Requests

- 4.23 The quarterly review process is also used to identify and assess urgent and unbudgeted expenditure proposals.
- 4.24 The following funding requests have been identified as part of the mid-year review for Council consideration (see attachment 2).
- 4.25 The following budget requests have been identified as part of the mid-year review. If approved, the 2023/24 cumulative cash surplus would reduce from \$0.1 million to \$0.02 million.
- 4.25.1 **Elwood Reserve Change Rooms and Toilets**
 - \$373,000 additional budget has been requested for the Elwood Reserve Change Rooms and Toilets project due to outcome of tender process.
 - Noting funding of \$277,000 from the Local Roads and Community Infrastructure Program Stage 4 and the remaining \$96,000 to be funded from the 2024/25 Budget.
 - 4.25.2 **JL Murphy Baseball Infield**
 - \$150,000 additional budget requested for the JL Murphy Baseball Infield project due to outcome of tender process.
 - Noting funding of \$75,000 from Open Space Reserves and remaining \$75,000 to be funded from the 2023/24 cumulative cash surplus.
 - 4.25.3 **Albert Parks Bowls Pavilion Upgrade**
 - \$359,000 additional budget requested for the Albert Parks Bowls Pavilion Upgrade to expand scope of works.
 - The Albert Park Bowls club has requested the project scope be expanded to include upgrade of the male facilities and office.



- Council is proposing to combine the works to take advantage of efficiencies and ensure an integrated outcome. This is contingent on Albert Park Bowls Club funding the additional scope items with a financial contribution of \$266,000.
- The remaining cost of \$98,000 is primarily due to the inclusion of an accessible compliant toilet which was additional to the original project scope to be funded from the 2024/25 Budget.

4.25.4 JL Murphy Soccer Pitch 2 Reconstruction

- \$372,000 additional budget requested for the JL Murphy Soccer Pitch 2 Reconstruction due to updated costings through the design phase.
- Noting funding of \$186,000 from Open Space Reserves and remaining \$186,000 from the 2024/25 Budget.

5. CONSULTATION AND STAKEHOLDERS

- 5.1 The mid-year 2023/24 budget review and consideration of unbudgeted initiatives has been conducted after engagement with relevant stakeholders from across the business if required.

6. LEGAL AND RISK IMPLICATIONS

- 6.1 As outlined in section 4, the Council's financial sustainability risk is considered low based on projections resulting from the mid-year review (as budgeted). However, there are several specific risks that Council is facing:
- 6.1.1 **Open Space Contributions** – The increase of build-to-rent developments has significantly impacted Council's ability to collect developer open space contributions. The impact of known developments equates to a \$4.9m loss to council of open space contributions. These contributions are vital to fund our growing public and open space portfolio. Advocacy work is in progress.
- 6.1.2 **Persistent Inflation** - High inflation continues to increase the cost base of our core services and projects. Melbourne all groups CPI rose by 1.9 per cent in the first half of 2023/24. Recent overseas conflict is likely to cause further economic uncertainty and result in higher inflation. This remains one of our key risks in Budget 23/24 and our 10-year financial plan.
- 6.1.3 **Childcare Centres experiencing low utilisation** – Staffing shortages continues to be a significant barrier to opening more classrooms and increasing utilisation. Officers are working through agreed actions to encourage an improvement in utilisation.
- 6.1.4 **Planning Reforms** - State Government Planning Reforms are likely to impact revenue, particularly for large planning approvals over \$50 million to be managed by the state and changes to planning requirements for residential backyard studios. Revenue is being closely monitored. The full impacts of the reforms are still being investigated.
- 6.1.5 **Project Delivery** – the portfolio (including both capital and operating programs) continues to experience increasing delivery risks due to staff resourcing, external dependencies, external approval, and statutory approvals.

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- 6.1.6 **Fishermans Bend Funding Gap** – Ongoing significant risk of unfunded local infrastructure putting risk on delivery. Current economic environment means external funding opportunities may not be possible.

7. FINANCIAL IMPACT

- 7.1 Budget 2023/24 was adopted with a surplus of \$0.87 million. As at the end of the second quarter the surplus has reduced to \$0.1 million, this is a reduction of \$0.77 million compared to Budget 2023/24 (see Attachment 1).
- 7.2 If the above budget requests are approved, this will reduce the surplus from \$0.1 million to \$0.02 million for 2023/24. Noting that the budget requests also have impacts on future year budgets which will have to be managed during the development of draft budget 2024/25.

8. ENVIRONMENTAL IMPACT

- 8.1 The mid-year review includes adjustments to Council's project portfolio and considers delivery and environmental impacts.

9. COMMUNITY IMPACT

- 9.1 The updated financial information presented as part of the mid-year budget 2023/24 review including ongoing careful financial management will continue to deliver benefits to the community and support to the local economy.
- 9.2 The unbudgeted initiatives requested in section 4 will directly benefit the community members using various sporting fields and associated facilities. This will be achieved through improved facilities including accessibility improvements available to community members using the facility.

10. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 10.1 The mid-year Budget 2023/24 review supports strategic direction 5 – "Well Governed Port Phillip" as a city that is a leading local government authority, where our community and our organisation are in a better place as a result of our collective efforts. This review helps to ensure that Port Phillip Council is cost-effective, efficient and delivers with speed, simplicity, and confidence.

11. IMPLEMENTATION STRATEGY

11.1 TIMELINE

- 11.1.1 The initiatives proposed can commence immediately if approved by Council.

11.2 COMMUNICATION

- 11.2.1 Since the Budget was set new information on the costs of initiatives and accuracy of forecasts has been received.
- 11.2.2 These changes are reflected in updated forecasts in the monthly CEO report. This includes major changes including deferrals associated with the project portfolio.

12. OFFICER DIRECT OR INDIRECT INTEREST

- 12.1 No officers involved in the preparation of this report have any material or general interest in the matter.

ATTACHMENTS

1. Mid-Year 2023-24 Financial Statements
2. Budget Requests December 2023



Financial Statements

December 2023

Comprehensive Income Statement Converted to Cash

	Year to date		YTD Variance		Full Year		Variance		Notes
	Actual	Forecast	Actual to Forecast	%	Forecast	Budget	Forecast to Budget	%	
	(\$'000)	(\$'000)	(\$'000)		(\$'000)	(\$'000)	(\$'000)		
Rates and Charges	80,311	80,327	(16)	(0%)	146,094	146,200	(106)	(0%)	
Statutory Fees and Fines	11,735	12,190	(455)	(4%)	24,308	24,356	(48)	(0%)	
User Fees	20,624	21,209	(585)	(3%)	42,939	43,373	(434)	(1%)	
Grants - Operating	4,298	4,263	35	1%	8,864	9,481	(617)	(7%)	
Grants - Capital	542	625	(83)	(13%)	4,240	4,178	62	1%	
Contributions - Monetary	1,145	1,184	(40)	(3%)	2,573	4,928	(2,355)	(48%)	
Other Income	9,845	9,790	55	1%	30,458	29,427	1,030	4%	
Total Income	128,499	129,588	(1,089)	(1%)	259,475	261,944	(2,469)	(1%)	1
Employee Costs	51,857	51,352	(505)	(1%)	106,206	105,823	(383)	(0%)	
Materials & Services	42,003	41,571	(432)	(1%)	92,175	91,620	(555)	(1%)	
Depreciation	11,290	11,431	141	1%	22,682	21,693	(989)	(5%)	
Amortisation of Right of Use assets	741	1,000	260	26%	2,000	2,096	96	5%	
Bad & Doubtful Debts	533	591	58	10%	4,669	4,669	(0)	(0%)	
Interest - Right of Use	241	245	4	2%	490	656	166	25%	
Other expenses	3,787	3,782	(5)	(0%)	20,717	20,346	(372)	(2%)	
Net proceeds from asset disposals	(21)	(10)	11	102%	4,604	4,642	38	1%	
Total Expenses	110,430	109,961	(469)	(0%)	253,543	251,545	(1,998)	(1%)	2
Operating Surplus / (Deficit)	18,069	19,627	(1,558)	(8%)	5,932	10,399	(4,467)	(43%)	
Income Statement Converted to Cash									
Adjustments for non-cash operating items:									
• Add back depreciation	11,290	11,431	(141)	(1%)	22,682	21,693	989	5%	
• Add back amortisation	741	1,000	(260)	(26%)	2,000	2,096	(96)	(5%)	
• Add back written-down value of infrastructure assets disposals	3	16	(12)	(78%)	7,224	7,262	(38)	(1%)	
• Add back balance sheet work in progress reallocated to operating	101	100	1	1%	1,200	1,200	0	0%	
	12,134	12,547	(412)	(3%)	33,106	32,251	855	3%	
Adjustments for investing items:									
• Less Capital Expenditure	(12,746)	(15,546)	2,800	18%	(50,486)	(57,972)	7,486	13%	3
Adjustments for financing items:									
• Less Lease Repayments	(679)	(1,083)	404	37%	(2,158)	(2,233)	75	3%	
	(679)	(1,083)	404	37%	(2,158)	(2,233)	75	3%	
Adjustments for financing items:									
Net Reserves Drawdown/ (Replenishment)	0	0	0	0%	5,318	10,049	(4,731)	(47%)	4
Current Year Cash Surplus/ (Deficit)	16,778	15,545	1,233	8%	(8,288)	(7,506)	(782)	(10%)	
Opening balance cash surplus/ (Deficit)	8,386	8,386	0	0%	8,386	8,370	16	0%	
Accumulated Cash Surplus	25,164	23,931	1,233	5%	98	864	(766)	(89%)	

Refer to explanatory notes on material (greater than \$100,000) forecast adjustments.

Notes to the Income Statement

Legend: ↑ financial improvements, → neutral impact, ↓ unfavourable financial changes

Note 1. Operating income forecast adjustments:

↑ → ↓	Variance (\$,000's)	Operating income forecast explanatory notes
↑	309	Increase in state government grant funding for organics transition plan being delivered under Councils Waste Transformation project.
↑	264	Increase in grant funding for long day care centres. Funding is highly dependent on enrolments (demographic profile of children and family) and variable year on year.
↑	250	Increasing interest income due to higher average investment yields compared to budget. Forecast based on full year investment returns at current invest returns, noting that this may increase further pending Reserve Bank adjustments to the cash rate.
↑	250	Increasing number of residential properties within the municipality resulting in net increase in supplementary rates.
→	330	Additional income generated through laneway sales forecast this financial year (net proceeds from sales ringfenced in Strategic Property Reserve)
→	(2,400)	Reduction in forecast Open Space Developer Contributions for 2023/24 due a significant decline in subdivision activity. This has been further made worse by the rise in 'build to rent' development which do not trigger an Open Space Contribution which has already foregone \$4.8m in contributions.
→	(250)	Reduction in net waste charge income predominately due to increase default waste charge rebates issued for properties with private collection (this has been offset against the waste charge reserve).
↓	(1,300)	Net aged care CHSP grant funding ringfenced in reserves, to reflect potential under delivery against performance target for 2023/24. This funding is expected to be returned to the Commonwealth Government through an acquittal process and held in reserves.
↓	(250)	Reduction in street occupations permits, primarily attributed to increased cost pressures and rising interest rates reducing building activity in the municipality.




Note 2. Operating expenditure forecast adjustments:

↑ → ↓	Variance (\$,000's)	Operating expenditure forecast explanatory notes
→	166	Adjustment to right of use (financed leased asset) expenditure based on current mix of lease vehicles and equipment. These savings are used to funds the fleet renewal program (purchasing vehicles as opposed to leasing).
→	(893)	Net increase in depreciation, updated due to current mix of assets (actual assets capitalised to date) and also due to impact of 30 June 2023 revaluations.
→	(600)	Additional net cost due to delays in transitioning to fortnightly garbage service. This has been partially offset by delays in Multi Unit Development (MUDs) FOGO rollout.
→	(518)	Increase in current year capital write off expenditure (non-capital spend associated with capital projects) due to capital program deferrals to 2023/24 after budget adoption (offset against project deferral reserve). Additional projects including \$0.1m additional for the Fishermen's Bend Gymnastics Facility Feasibility Study.
→	(516)	Operating project deferrals identified post 2023/24 budget adoption. Key deferrals include Fishermans Bend and Greening Port Phillip Programs.
↓	(250)	Re-instatement of budget for parking ticket machine maintenance contract due to budget efficiencies not able to be achieved through procurement of new contract.
↓	(110)	St Kilda Triangle engagement with the market to further clarify the level of interest in investing in a new live music and performance venue.

Note 3. Capital expenditure forecast adjustments:

↑ → ↓	Variance (\$,000's)	Capital expenditure forecast explanatory notes
→	7,486	<ul style="list-style-type: none"> \$8.7m capital expenditure deferrals to 2024/25 and future years (\$1.2m) deferrals post 2023/24 budget adoption. \$1.4m early purchase of land ahead of budget under Public Space Strategy. (\$1.5m) other minor movements including additional projects, cost escalations, savings and funds brought forward for early delivery. <p>See capital works statement for full breakdown</p>

Note 4. Reserve forecast adjustments:

  	Variance (\$,000's)	Reserve forecast adjustment explanatory notes
→	1,256	Tied Grants Reserve net decrease due to: <ul style="list-style-type: none"> ▪ (\$0.8m) additional drawdown for Victorian grants commission funding paid in advance in full in 2023/24 after budget was adopted. ▪ (\$0.8m) project funding paid in advance to be drawdown in 2023/24 to align with project delivery. ▪ \$1.3m allocation from aged care CHSP grant funding ringfenced in reserves, to reflect potential under delivery against performance target for 2023/24. This funding is expected to be returned to commonwealth government through acquittal process and held in reserves.
→	348	Gasworks Remediation Reserve decrease due to timing changes for Gasworks Arts Park Reinstatement works.
→	(3,158)	Asset Renewal Fund Reserve increase due to: <ul style="list-style-type: none"> ▪ \$0.24m additional drawdown to fund accelerated fleet renewal program including purchase of electric vehicles. ▪ (\$3.4m) reduced drawdown due to deferral for South Melbourne Town Hall Renewal Upgrade as a result of the tender period extension.
→	423	Waste charge reserve net decrease due to additional drawdown to fund shortfall in waste charge income and additional costs associated with delayed transition to fortnightly garbage service.
→	(712)	Open Space Reserve net increase due to: <ul style="list-style-type: none"> ▪ (\$3.1m) Reduced drawdown on Open Space Reserve predominately due to land acquisition completed in 2022/23 after Budget 2023/24 adoption and timing change for JL Murphy Community Pitch Synthetic Field project. ▪ \$2.4m Reduction in replenishment due to Open Space Developer Contributions reduced due to a significant decline in subdivision activity.
→	(1,372)	Project Deferral Reserve increase due to: <ul style="list-style-type: none"> ▪ (\$0.9m) reduced drawdown due to deferral for South Melbourne Town Hall Renewal Upgrade as a result of the tender period extension. ▪ (\$0.35m) reduced drawdown due to deferral for Human Resource and Payroll Systems. ▪ (0.12m) other minor timing changes in project portfolio.
→	(347)	Strategic Property Reserve increase due two additional laneway sales forecast with income ringfenced in reserves.
→	(183)	Sustainable Transport Reserve increase as external funding received from Iffla Street and Tribe Street Pedestrian Signal, which was previous funded from reserves.

Balance Sheet

	Opening	Year to Date			Full Year				Note
	Balance \$'000	Actual \$'000	Forecast \$'000	Variance \$'000	Forecast \$'000	Budget \$'000	Variance \$'000	Variance %	
ASSETS									
Current assets									
Cash and cash equivalents	16,437	19,253	18,675	577	15,065	12,336	2,729	22%	
Trade and other receivables	35,088	52,168	50,614	1,554	28,614	20,552	8,062	39%	1
Other financial assets	118,500	104,003	103,500	503	117,400	129,900	(12,500)	(10%)	2
Prepayments	4,863	4,479	4,863	(384)	4,863	3,106	1,757	57%	3
Non current assets classified as held for sale	1,202	1,202	1,202	0	1,202	1,202	0	0%	
Other assets	3,391	2,608	3,442	(834)	3,527	563	2,964	527%	
Total current assets	179,482	183,713	182,297	1,416	170,672	167,659	3,013	2%	
Non-current assets									
Investments in associates and joint ventures	215	215	215	0	215	239	(24)	(10%)	
Trade and other receivables	567	567	567	0	567	549	18	3%	
Other financial assets	14,994	14,994	14,994	0	15,094	17,019	(1,925)	(11%)	2
Property, infrastructure, plant and equipment	3,506,853	3,508,204	3,510,852	(2,648)	3,607,232	3,611,280	(4,048)	(0%)	
Right of use assets	748	7,847	7,848	(2)	9,248	1,154	8,094	701%	
Total non-current assets	3,523,377	3,531,827	3,534,477	(2,649)	3,632,357	3,630,241	2,116	0%	
TOTAL ASSETS	3,702,859	3,715,540	3,716,773	(1,233)	3,803,029	3,797,900	5,129	0%	
LIABILITIES									
Current liabilities									
Trade and other payables	11,815	3,142	2,992	(151)	15,524	20,724	5,200	25%	3
Trust funds and deposits	6,905	1,542	1,543	1	7,181	7,651	470	6%	
Unearned Income/Revenue	2,565	3,657	3,616	(41)	2,668	0	(2,668)	0%	4
Provisions	18,043	18,438	18,404	(34)	18,765	19,126	361	2%	
Interest-bearing loans and borrowings	0	0	0	0	0	0	0	0%	
Lease liabilities	413	7,940	7,797	(142)	8,255	291	(7,964)	(2737%)	5
Total current liabilities	39,741	34,719	34,352	(367)	52,392	47,792	(4,600)	(10%)	
Non-current liabilities									
Provisions	2,138	2,138	2,181	43	2,224	2,278	54	2%	
Interest-bearing loans and borrowings	0	0	0	0	0	0	0	0%	
Lease liabilities	367	0	(0)	(0)	867	878	11	1%	
Total non-current liabilities	2,505	2,138	2,181	43	3,091	3,156	65	2%	
TOTAL LIABILITIES	42,245	36,857	36,532	(325)	55,483	50,948	(4,535)	(9%)	
TOTAL ASSETS	3,660,614	3,678,683	3,680,241	(1,558)	3,747,546	3,746,952	594	0%	
EQUITY									
Accumulated surplus	641,248	659,317	660,875	(1,558)	642,644	654,177	(11,533)	(2%)	
Asset revaluation reserve	2,877,795	2,877,795	2,877,795	0	2,969,795	2,961,814	7,981	0%	
Other reserves	141,571	141,571	141,571	0	135,106	130,961	4,145	3%	
TOTAL EQUITY	3,660,614	3,678,682	3,680,241	(1,558)	3,747,546	3,746,952	594	0%	

Balance Sheet explanatory notes

Note	Explanatory notes
1	Trade and Other Receivables higher than budget predominately due to outstanding property rates. New debt collection contract in place to help improve collections.
2	Financial investments comprised of short (less than 90 days), medium (less than one year) and longer terms (greater than one year) in line with investment strategy to balance investment risks, operational liquidity and corporate social responsibilities. Lower investments due to forecast higher receivables.
3	Greater level of prepayments and lower year end payables forecast due to timely payment of invoices at year end, small business charter obligations and advance payment discounts.
4	Unearned income previously not separately identified, mostly grants and rental income in advance.
5	Establishment of new leased assets (right of use) embedded in Council service contract (e.g., waste contract)

Statement of Cash Flows

	Full Year 2022/23 \$'000	Year to Date			Forecast \$'000	Full Year Budget \$'000	Variance \$'000	Variance %	Note
	Actual \$'000	Forecast \$'000	Variance \$'000						
Cash flows from operating activities									
Rates and charges	132,875	62,478	62,494	(16)	151,094	146,200	4,894	3%	
Statutory fees and fines	18,121	11,541	12,639	(1,097)	24,113	22,968	1,145	5%	
User Fees	41,176	23,142	24,726	(1,584)	43,933	44,205	(272)	(1%)	
Grants - operating	13,499	5,390	5,314	76	8,967	9,482	(515)	(5%)	
Grants - capital	2,292	542	625	(83)	4,240	4,178	62	1%	
Contributions- monetary	4,453	1,145	1,184	(40)	2,573	4,928	(2,355)	(48%)	
Interest received	4,353	3,533	3,445	88	6,929	6,609	320	5%	
Trust funds and deposits taken	22,328	22,382	22,378	4	55,736	55,819	(83)	(0%)	
Other receipts	14,248	7,804	6,923	881	15,134	14,595	539	4%	
Net GST refund	8,810	3,859	4,085	(226)	9,523	10,303	(780)	(8%)	
Employee costs	(98,387)	(51,461)	(50,949)	(513)	(105,397)	(105,417)	20	(0%)	
Materials and services	(100,709)	(53,014)	(53,349)	335	(102,525)	(104,048)	1,523	(1%)	
Short term, low value and variable lease payment:	(413)	0	0	0	0	0	0	0%	
Trust funds and deposits repaid	(22,429)	(27,745)	(27,740)	(5)	(55,460)	(55,490)	30	(0%)	
Other payments	(8,985)	(4,166)	(4,160)	(6)	(12,301)	(11,866)	(435)	(4%)	
Net cash provided by/(used in) operating activities	31,232	5,428	7,614	(2,186)	46,559	42,466	4,093	10%	1
Cash flows from investing activities									
Payments for property, infrastructure, plant and equipment	(28,138)	(16,215)	(19,075)	2,860	(49,002)	(57,972)	8,970	(15%)	
Proceeds from sale of property, infrastructure, plant and equipment	271	24	26	(2)	2,620	2,620	0	0%	
Payments for investments	(133,494)	(104,003)	(103,500)	(503)	(117,400)	(120,000)	2,600	(2%)	
Proceeds from sale of investments	135,019	118,500	118,500	0	118,500	135,000	(16,500)	(12%)	
Net cash provided by/(used in) investing activities	(26,342)	(1,693)	(4,049)	2,355	(45,282)	(40,352)	(4,930)	(12%)	2
Cash flows from financing activities									
Interest paid - lease liability	(47)	(241)	(245)	4	(490)	(656)	166	(25%)	
Repayment of lease liabilities	(745)	(679)	(1,083)	404	(2,158)	(2,233)	75	(3%)	
Net cash provided by/(used in) financing activities	(792)	(919)	(1,327)	408	(2,648)	(2,889)	241	(8%)	
Net (decrease) increase in cash and cash equivalents	4,098	2,816	2,238	577	(1,371)	(775)	(596)	(77%)	
Cash and cash equivalents at the beginning of the financial year	12,339	16,437	16,437	0	16,437	13,111	3,326	25%	
Cash and cash equivalents at the end of the financial year (investment less than 90 days)	16,437	19,253	18,675	577	15,066	12,336	2,730	22%	
Total cash and investments	149,931	138,250	137,169	1,080	147,559	159,255	(11,696)	(7%)	3

Cash flows explanatory notes

Note	Explanatory notes
1	\$4.1m net increase in cash provided through operating activities predominately caused by projected improved collection of outstanding rates and fees and charges from prior year (new debt collection contract) offset by reduction in Open Space Developer Contributions.
2	\$4.9m decrease in cash used in investing activities predominantly due to lower investment balances (offset by higher receivables and lower payables forecast) and lower reserve balance.
3	\$11.7m decrease in forecasted cash and investments predominately caused by the lower opening cash balance on 1 July 2023 and lower reserve balances (reduction in open space contributions)




Capital Works Statement




Property	Year to date		YTD Variance		Full Year		Variance		Notes
	Actual (\$'000)	Forecast (\$'000)	Actual to Forecast (\$'000)	%	Forecast (\$'000)	Budget (\$'000)	Forecast to Budget (\$'000)	%	
Buildings	4,409	5,444	1,035	19%	21,292	27,848	6,556	24%	1
Total Property	4,409	5,444	1,035	19%	21,292	27,848	6,556	24%	
Plant and Equipment									
Plant, machinery and equipment	1,704	1,615	(89)	(6%)	2,691	2,360	(331)	(14%)	2
Fixtures, fittings and furniture	202	226	24	11%	633	333	(301)	(90%)	3
Computers and telecommunications	227	329	102	31%	689	650	(39)	(6%)	4
Heritage plant and equipment	0	0	0	0%	30	30	0	0%	
Library books	377	377	(0)	(0%)	679	852	173	20%	5
Total Plant and Equipment	2,510	2,547	37	1%	4,722	4,225	(497)	(12%)	
Infrastructure									
Roads	1,690	1,675	(16)	(1%)	3,130	3,378	249	7%	6
Bridges	37	38	1	3%	64	141	77	55%	7
Footpaths and cycleways	645	809	164	20%	2,675	2,725	50	2%	
Drainage	476	574	97	17%	2,124	1,962	(162)	(8%)	8
Parks, open space and streetscape	2,978	4,460	1,482	33%	16,479	17,694	1,214	7%	9
Total Plant and Equipment	5,827	7,555	1,728	23%	24,472	25,899	1,428	6%	
Total Capital Works Expenditure	12,746	15,546	2,800	18%	50,486	57,972	7,486	13%	
Capital Expenditure Type									
New asset expenditure	1,255	1,532	277	18%	6,336	8,002	1,666	21%	
Asset renewal expenditure	5,404	6,437	1,033	16%	17,291	17,805	514	3%	
Asset upgrade expenditure	4,997	6,100	1,103	18%	20,883	25,345	4,462	18%	
Asset expansion expenditure	1,090	1,477	387	26%	5,976	6,820	844	12%	
Total Capital Works Expenditure	12,746	15,546	2,800	18%	50,486	57,972	7,486	13%	

Capital expenditure explanatory notes

Note		Variance (\$,000's)	Explanatory notes
1	→	6,556	Buildings Project spend on buildings has been significantly impacted in 2023/24 by the flow on of timing delays from prior years. Since budget was adopted, additional deferrals and minor additions of \$0.17m have been included, which are offset by \$0.2m of deferrals to 2024/45 for Port Melbourne Town Hall Front Counter Security Upgrade project due to more detailed consultation and engagement strategy required. In addition to this, the Lagoon Reserve project (a complex construction project), has been split into two stages and managed under two projects, to better manage the resources and monitor the project with the \$3m Park Improvement project reported through Parks, Open Space and Street scapes.

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Note	  	Variance (\$,000's)	Explanatory notes
			\$3.8m capital deferral to 2024/25 due to the tender period extension for South Melbourne Town Hall Renewal Upgrade.
2	→	(331)	Plant, Machinery and Equipment \$0.33m additional Fleet Renewal program expenditure due to accelerated fleet renewal (funded by asset renewal reserve and reduced leasing costs).
3	→	(301)	Fixtures, Fittings and Furniture Minor additions to Council Furniture and Fittings programs.
4	→	(39)	Computers & Telecommunications Minor additions to the annual information and communication technology upgrade program.
5	→	173	Library Books Minor reallocation between capital and operating spend for renewal library collection due to the increasing purchase of E-books and electronic resources (not capital spend).
6	→	249	Roads Savings achieved due to \$0.15m savings achieved through competitive tendering for Laneway Renewal works and \$0.08m savings through updated scope for Road Resurfacing program and Bell Street Laneway Upgrade.
7	→	77	Bridges Minor deferrals to 2024/25 due to delay in tender process because of pending external funding for Broadway Bridge Works
8	→	(162)	Drainage Minor deferrals post 2023/24 budget adoption and additional funding required for Stormwater Capital works project.
9	→	1,214	Parks, Open Space and Street Scapes Project spend on Park and Open Space has also been significantly impacted in 2023/24 by the flow on of timing delays from prior years. Since budget was adopted, several project timing changes occurred with some project delivered early in 2022/23 including the \$1.4m purchase of land under our Public Space Strategy and the (\$0.95m) delayed to 2023/24. Some projects have also been further defined, including works at Lagoon Reserve, with \$2.25m re-allocated to this category to reflect the works on sport fields. There have also been cost escalations in several projects totalling \$0.42m which was predominately for the Alma Park Play Space Upgrade

Note	  	Variance (\$,000's)	Explanatory notes
			There have also been several timing charges related to project delivery that have occurred. This includes \$2.68m deferred to 2024/25 and future years mainly related to JL Murphy Community Pitch Synthetic Field due to delay in getting authority approval and Graham Street Overpass Skatepark and Carpark due to the project approach change. Partially offsetting this is work brought forward totalling \$0.18m including works at the BMX Track at RF Julier Reserve.

Budget Requests 2023/24 - December

Initiatives	Background	Proposal	Funding Requested 2022/23	Impact on 2023/24 Full Year Cash Surplus	Impact on 2024/25 Full Year Cash Surplus	Value for money	Deliverability Rating
Elwood Reserve Change Rooms and Toilets	The Elwood Reserve Change Rooms and Toilets project recently underwent procurement. Prior to going to public tender, market research was undertaken to determine estimated project cost for the project. Procurement for the construction contractor was undertaken in August 2023 and tenders were received in September 2023. Despite the initial cost estimates, the outcome of the tender has resulted in an increase to project costs. The Tender Evaluation Panel (TEP) assessed all submissions and are now ready to award a construction contractor, subject to additional funding approval.	<ul style="list-style-type: none"> \$373,000 additional budget has been requested for the Elwood Reserve Change Rooms and Toilets project due to outcome of tender process. Noting funding of \$277,000 from the Local Roads and Community Infrastructure Program Stage 4 and the remaining \$96,000 to be funded from the 2024/25 Budget. 	\$373,000	\$0	\$96,000	High	High
JL Murphy Baseball Infield	The JL Murphy Baseball Infield project recently underwent the procurement process. Procurement for the construction contractor was undertaken in October 2023 with tenders were received in November 2023. The Tender Evaluation Panel (TEP) assessed all submissions and are now ready to award a construction contractor, subject to additional funding required to award.	<ul style="list-style-type: none"> \$150,000 additional budget requested for the JL Murphy Baseball Infield project due to outcome of tender process. Noting funding of \$75,000 from Open Space Reserves and remaining \$75,000 to be funded from the 2023/24 cumulative cash surplus. 	\$150,000	\$75,000	\$0	High	High
Albert Parks Bowls Pavilion Upgrade	<p>Council has budgeted for works at the Albert Park Bowls Club Pavilion to upgrade the female facilities.</p> <p>The Club have sought to incorporate a larger scope of works including male facilities and office upgrades at their cost. Council is proposing to combine the works to take advantage of efficiencies and ensure an integrated outcome. Because of the increase in scope of works, officers are recommending to also include in scope a (Disability Discrimination Act) DDA compliant toilet.</p>	<ul style="list-style-type: none"> \$359,000 additional budget requested for the Albert Parks Bowls Pavilion Upgrade to expand scope of works. Council is proposing to combine the works to take advantage of efficiencies and ensure an integrated outcome. This is contingent on Albert Park Bowls Club funding the additional scope items with a financial contribution of \$266,000. The remaining cost of \$98,000 is primarily due to the inclusion of an accessible compliant toilet which was additional to the original project scope to be funded from the 2024/25 Budget. 	\$359,000	\$0	\$98,000	High	High
JL Murphy Soccer Pitch 2 Reconstruction	The JL Murphy Soccer Pitch 2 Reconstruction project to deliver new playing surface, irrigation & drainage system, sports lights, benches, goals & park integration. The project has progressed through the design phase and an updated opinion of probable cost (OPC) based on the updated concept design has been received above budget.	<ul style="list-style-type: none"> \$372,000 additional budget requested for the JL Murphy Soccer Pitch 2 Reconstruction due to updated costings through the design phase. Noting funding of \$186,000 from Open Space Reserves and remaining \$186,000 from the 2024/25 Budget. 	\$372,000	\$0	\$186,000	High	High

MEETING OF THE PORT PHILLIP CITY COUNCIL

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13.3 COUNCILLOR EXPENSES MONTHLY REPORTING - NOVEMBER AND DECEMBER 2023 AND JANUARY 2024

EXECUTIVE MEMBER: JOANNE MCNEILL, GENERAL MANAGER, GOVERNANCE AND ORGANISATIONAL PERFORMANCE

PREPARED BY: MITCHELL GILLET, COORDINATOR COUNCILLOR AND EXECUTIVE SUPPORT

XAVIER SMERDON, HEAD OF GOVERNANCE

1. PURPOSE

- 1.1 To report on the expenses incurred by Councillors during November and December 2023, and January 2024, in accordance with the Councillor Expenses and Support Policy.

2. EXECUTIVE SUMMARY

- 2.1 The *Local Government Act 2020* requires Council to maintain a policy in relation to the reimbursement of out-of-pocket expenses for councillors and members of delegated committees. Council endorsed its Councillor Expenses and Support Policy at the Council Meeting held on 3 March 2021.
- 2.2 At that meeting Council also resolved to report monthly on Councillor allowances and expenses and present this at a Council meeting in addition to publishing this on the Council's website.
- 2.3 The report outlines the total amount of expenses and support provided to Councillors and is detailed by category of support. Any reimbursements made by Councillors are also included in this report.

3. RECOMMENDATION

That Council:

- 3.1 Notes the monthly Councillor expenses report for November 2023 (attachment 1) and that this will be made available on Council's website.
- 3.2 Notes the monthly Councillor expenses report for December 2023 (attachment 2) and that this will be made available on Council's website.
- 3.3 Notes the monthly Councillor expenses report for January 2024 (attachment 3) and that this will be made available on Council's website.

4. KEY POINTS/ISSUES

- 4.1 The *Local Government Act 2020* (the Act) provides that councillors and members of delegated committees are entitled to be reimbursed for bona fide out-of-pocket expenses that have been reasonably incurred while performing their role, and that are reasonably necessary to perform their role.
- 4.2 The management of expenses is governed by the updated Councillor Expenses and Support Policy (the Policy), developed in accordance with the requirements of the Act and adopted by Council on 15 September 2021.

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- 4.3 The Policy sets out the process for submitting requests for support and/or reimbursement. All requests are required to be assessed by officers prior to processing.
- 4.4 All requests for reimbursement must be lodged with officers for processing no later than 30 days from the end of the calendar month, except for the month of June where claims must be submitted within 7 days. Claims for reimbursement lodged outside this timeline will not be processed unless resolved by Council.
- 4.5 To accurately capture expenses, monthly reports are prepared no earlier than 30 days following the end of the month and generally reported at the next available Council meeting cycle. This means that reports are generally presented in a 2-3 month rolling cycle.

5. CONSULTATION AND STAKEHOLDERS

- 5.1 No community consultation is required for the purposes of this report.
- 5.2 A copy of Councillor expense reporting will be provided to the Audit and Risk Committee.

6. LEGAL AND RISK IMPLICATIONS

- 6.1 The provision of expenses and support to Councillors is governed by the *Local Government Act 2020*, and Council's adopted policy.

7. FINANCIAL IMPACT

- 7.1 Provision of support and expenses for Councillors is managed within Council's approved operational budgets.

8. ENVIRONMENTAL IMPACT

- 8.1 There are no direct environmental impacts as a result of this report.

9. COMMUNITY IMPACT

- 9.1 This report provides to the community transparency and accountability by publicly disclosing expenses and support accessed by Councillors.

10. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 10.1 Reporting on Councillor expenses delivers Strategic Direction 5 – Well Governed Port Phillip.

11. IMPLEMENTATION STRATEGY

- 11.1 Council reports to the community monthly on the expenses and reimbursements provided to Councillors.
- 11.2 Officers will publish monthly expense reports to Council's website once adopted.

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.

ATTACHMENTS

- 1. Declaration of Councillor Expenses - November 2023  [Download](#)
- 2. Declaration of Councillor Expenses - December 2023  [Download](#)
- 3. Declaration of Councillor Expenses - January 2024  [Download](#)

Declaration of Councillor Expenses – November 2023

Councillor Allowances and Expenses

The following pages set out the expenses incurred by each Councillor in the following categories:

Councillor Allowance includes statutory allowances for the Mayor and Councillors, inclusive of a provision paid in recognition of the fact that Councillors do not receive superannuation.

Conference and Training includes any registration fees, accommodation and meal costs associated with attendance or participation in conferences, training or professional development programs.

Travel includes cabcharge / taxi fares, Mayoral vehicle at standard charge out rate, public transport / myki costs, airfares, rail and bicycle reimbursements associated with Council business related travel.

Car Mileage includes reimbursement to Councillors for kilometres travelled in their private vehicles associated with Council business related travel.

Child and Family Care include payments for necessary child care arrangements incurred to attend: Council and Special Council Meetings, Council Briefings, ceremonial functions, events and occasions agreed by the Chief Executive Officer or resolution of Council.

Information and Communication Technology includes the monthly fees and usage costs associated with mobile telephones, tablets and internet charges.

Councillor Attendances

In addition to regular Council Meetings and Councillor briefings, Councillors attend meetings as Councillor appointed representatives of delegated, advisory and external boards and committees.

Details of Councillor Representative appointments is available [here](#).

Note: All expenses are exclusive of Goods and Services Tax (GST) where applicable.

Cr Tim Baxter

incurred the following expenses during the month November:

Expense	Value
Councillor Allowance	\$2,947.38
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$84.98
TOTAL	\$3,032.34

Cr Andrew Bond

incurred the following expenses during the month November:

Expense	Value
Councillor Allowance	\$2,809.12
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$71.99
TOTAL	\$2,881.11

Cr Rhonda Clark

incurred the following expenses during the month November:

Expense	Value
Councillor Allowance	\$2,947.38
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$84.97
TOTAL	\$3,032.35

Cr Louise Crawford (Deputy Mayor)

incurred the following expenses during the month November:

Expense	Value
Councillor Allowance	\$5,021.34
Conferences and Training	\$151.82
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$84.95
TOTAL	\$5,258.11

Cr Heather Cunsolo (Mayor)

incurred the following expenses during the month November:

Expense	Value
Councillor Allowance	\$9,776.00
Conferences and Training	
Travel <i>(including provision of a Mayoral vehicle charged at \$7,800 per annum pro rata to cover operating costs)</i>	\$625.00
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$56.98
TOTAL	\$10,457.98

Cr Peter Martin

incurred the following expenses during the month November:

Expense	Value
Councillor Allowance	\$2,947.38
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$56.98
TOTAL	\$3,004.36

Cr Robbie Nyaguy

incurred the following expenses during the month November:

Expense	Value
Councillor Allowance	\$2,947.38
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$71.99
TOTAL	\$3,019.37

Cr Marcus Pearl

incurred the following expenses during the month November:

Expense	Value
Councillor Allowance	\$2,947.38
Conferences and Training	
Travel	\$76.71
Car Mileage	
Child and Family Care	\$219.00
Information and Communication Technology	\$29.00
TOTAL	\$3,272.09

Cr Christina Sirakoff

incurred the following expenses during the month November:

Expense	Value
Councillor Allowance	\$2,947.38
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$29.05
TOTAL	\$2,976.43

Declaration of Councillor Expenses – December 2023

Councillor Allowances and Expenses

The following pages set out the expenses incurred by each Councillor in the following categories:

Councillor Allowance includes statutory allowances for the Mayor and Councillors, inclusive of a provision paid in recognition of the fact that Councillors do not receive superannuation.

Conference and Training includes any registration fees, accommodation and meal costs associated with attendance or participation in conferences, training or professional development programs.

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Councillor Attendances

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Details of Councillor Representative appointments is available [here](#).

Note: All expenses are exclusive of Goods and Services Tax (GST) where applicable.

Cr Tim Baxter

incurred the following expenses during the month December:

Expense	Value
Councillor Allowance	\$4,421.07
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$84.98
TOTAL	\$4,506.05

Cr Andrew Bond

incurred the following expenses during the month December:

Expense	Value
Councillor Allowance	\$4,421.07
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$71.98
TOTAL	\$4,493.05

Cr Rhonda Clark

incurred the following expenses during the month December:

Expense	Value
Councillor Allowance	\$4,421.07
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$84.97
TOTAL	\$4,506.04

Cr Louise Crawford (Deputy Mayor)

incurred the following expenses during the month December:

Expense	Value
Councillor Allowance	\$7,324.62
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$84.96
TOTAL	\$7,409.58

Cr Heather Cunsolo (Mayor)

incurred the following expenses during the month December:

Expense	Value
Councillor Allowance	\$14,649.00
Conferences and Training	
Travel <i>(including provision of a Mayoral vehicle charged at \$7,800 per annum pro rata to cover operating costs)</i>	\$625.00
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$56.98
TOTAL	\$15,330.98

Cr Peter Martin

incurred the following expenses during the month December:

Expense	Value
Councillor Allowance	\$4,421.07
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$56.98
TOTAL	\$4,478.05

Cr Robbie Nyaguy

incurred the following expenses during the month December:

Expense	Value
Councillor Allowance	\$4,421.07
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$71.98
TOTAL	\$4,493.05

Cr Marcus Pearl

incurred the following expenses during the month December:

Expense	Value
Councillor Allowance	\$4,421.07
Conferences and Training	\$2,500.00
Travel	(\$19.20)
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$34.50
TOTAL	\$6,936.37

Cr Christina Sirakoff

incurred the following expenses during the month December:

Expense	Value
Councillor Allowance	\$4,421.07
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$34.49
TOTAL	\$4,455.56

Declaration of Councillor Expenses – January 2024

Councillor Allowances and Expenses

The following pages set out the expenses incurred by each Councillor in the following categories:

Councillor Allowance includes statutory allowances for the Mayor and Councillors, inclusive of a provision paid in recognition of the fact that Councillors do not receive superannuation.

Conference and Training includes any registration fees, accommodation and meal costs associated with attendance or participation in conferences, training or professional development programs.

Travel includes cabcharge / taxi fares, Mayoral vehicle at standard charge out rate, public transport / myki costs, airfares, rail and bicycle reimbursements associated with Council business related travel.

Car Mileage includes reimbursement to Councillors for kilometres travelled in their private vehicles associated with Council business related travel.

Child and Family Care include payments for necessary child care arrangements incurred to attend: Council and Special Council Meetings, Council Briefings, ceremonial functions, events and occasions agreed by the Chief Executive Officer or resolution of Council.

Information and Communication Technology includes the monthly fees and usage costs associated with mobile telephones, tablets and internet charges.

Councillor Attendances

In addition to regular Council Meetings and Councillor briefings, Councillors attend meetings as Councillor appointed representatives of delegated, advisory and external boards and committees.

Details of Councillor Representative appointments is available [here](#).

Note: All expenses are exclusive of Goods and Services Tax (GST) where applicable.

Cr Tim Baxter

incurred the following expenses during the month January:

Expense	Value
Councillor Allowance	\$2,947.38
Conferences and Training	\$1,163.64
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$81.90
TOTAL	\$4,192.92

Cr Andrew Bond

incurred the following expenses during the month January:

Expense	Value
Councillor Allowance	\$2,947.38
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$69.41
TOTAL	\$3,016.79

Cr Rhonda Clark

incurred the following expenses during the month January:

Expense	Value
Councillor Allowance	\$2,947.38
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$81.90
TOTAL	\$3,029.28

Cr Louise Crawford (Deputy Mayor)

incurred the following expenses during the month January:

Expense	Value
Councillor Allowance	\$4,883.08
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$81.91
TOTAL	\$4,964.99

Cr Heather Cunsolo (Mayor)

incurred the following expenses during the month January:

Expense	Value
Councillor Allowance	\$9,766.00
Conferences and Training	
Travel (including provision of a Mayoral vehicle charged at \$7,800 per annum pro rata to cover operating costs)	\$645.00
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$54.92
TOTAL	\$10,465.92

Cr Peter Martin

incurred the following expenses during the month January:

Expense	Value
Councillor Allowance	\$2,947.38
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$54.91
TOTAL	\$3,002.29

Cr Robbie Nyaguy

incurred the following expenses during the month January:

Expense	Value
Councillor Allowance	\$2,947.38
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$96.37
TOTAL	\$3,043.75

Cr Marcus Pearl

incurred the following expenses during the month January:

Expense	Value
Councillor Allowance	\$2,947.38
Conferences and Training	
Travel	\$20.00
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$33.25
TOTAL	\$3,000.63

Cr Christina Sirakoff

incurred the following expenses during the month January:

Expense	Value
Councillor Allowance	\$2,947.38
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$33.24
TOTAL	\$2,980.62

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13.4

RECORDS OF INFORMAL MEETINGS OF COUNCIL

EXECUTIVE MEMBER: JOANNE MCNEILL, EXECUTIVE MANAGER, GOVERNANCE AND ORGANISATIONAL PERFORMANCE

PREPARED BY: EMILY WILLIAMS, COUNCIL BUSINESS ADVISOR

1. PURPOSE

- 1.1 To report to Council the written records of Informal Meetings of Councillors at the City of Port Phillip as required by the Governance Rules.

2. RECOMMENDATION

That Council

- 2.1 Receives and notes the written records of Informal Meetings of Council (attached) as required by the Governance Rules.

3. KEY POINTS/ISSUES

- 3.1 An Informal meeting of Council record is required by the City of Port Phillip Governance Rules if there is a meeting of Council that, is scheduled or planned for the purpose of discussing the business of Council or briefing Councillors; is attended by at least one member of Council staff; and is not a Council meeting, Delegated Committee meeting or Community Asset Committee meeting.

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.

ATTACHMENTS 1. Completed Informal Meetings of Council forms recieved as at January 2024. 

Informal Meeting of Councillors						
Name of meeting:	Accessibility Action Plan update – Advisory Committee recommendations					
Date and Time:	Date: 22/11/2023			Time: 6.30pm		
Meeting conducted via:	Hybrid (MS Teams/In Person)					
Councillors present: <i>Please mark <input checked="" type="checkbox"/> the Councillors present</i>		In person	Virtual		In person	Virtual
	Cr Baxter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cr Martin	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Cr Bond	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Nyaguy	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Clark	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Pearl	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Crawford	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Sirakoff	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Cunsolo	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Staff present: <i>Please mark <input checked="" type="checkbox"/> the Staff present</i>	<input checked="" type="checkbox"/> Chris Carroll <input type="checkbox"/> Brian Tee <input checked="" type="checkbox"/> Allison Kenwood <input type="checkbox"/> Joanne McNeill <input type="checkbox"/> Lachlan Johnson Other Staff: Gary Spivak, Teneille Summers, Jill Young.					
Matters considered:	<ul style="list-style-type: none"> Three options were provided to Councillors – 1. Establish a Disability Advisory Committee 2. Deliver disability consultation sessions (consultant model) 3. Do nothing. Proposal to establish a Disability Advisory Committee The consideration of other, ongoing feedback mechanisms for people with disability and their carers in the municipality. 					
Conflict of Interest Disclosures A Conflict of Interest Disclosure form MUST be completed by members of Council staff						
Name	Subject / Matter				Left the Meeting?	
Nil	N/A				N/A	

Name of Officer submitting form: Jill Young

Informal Meeting of Councillors						
Name of meeting:	Councillor & ELT Time					
Date and Time:	Date: 6/12/2023				Time: 1:00pm	
Meeting conducted via:	Hybrid (MS Teams/In Person)					
Councillors present: <i>Please mark <input checked="" type="checkbox"/> the Councillors present</i>	Cr Baxter	In person <input checked="" type="checkbox"/>	Virtual <input type="checkbox"/>	Cr Martin	In person <input checked="" type="checkbox"/>	Virtual <input type="checkbox"/>
	Cr Bond	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cr Nyaguy	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Clark	<input type="checkbox"/>	<input type="checkbox"/>	Cr Pearl	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Cr Crawford	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Sirakoff	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Cunsolo	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Staff present: <i>Please mark <input checked="" type="checkbox"/> the Staff present</i>	<input checked="" type="checkbox"/> Chris Carroll <input checked="" type="checkbox"/> Brian Tee <input checked="" type="checkbox"/> Allison Kenwood <input checked="" type="checkbox"/> Joanne McNeill <input checked="" type="checkbox"/> Lachlan Johnson Other Staff:					
Matters considered:	<ul style="list-style-type: none"> • Congestion Levy • St Kilda Marina • Northport Hotel • Urgent item - planning delegations and delegation to acting arrangement. • Fishermans bend • Gasworks Arts Park • Building maintenance contract • Inkerman Street project 					
Conflict of Interest Disclosures A Conflict of Interest Disclosure form MUST be completed by members of Council staff						
Name	Subject / Matter				Left the Meeting?	
Nil	N/A				N/A	

Name of Officer submitting form: Joanne McNeill

Informal Meeting of Councillors						
Name of meeting:	Councillor & ELT Time					
Date and Time:	Date: 13/12/2023			Time: 1:00pm		
Meeting conducted via:	Hybrid (MS Teams/In Person)					
Councillors present: <i>Please mark <input checked="" type="checkbox"/> the Councillors present</i>	Cr Baxter	In person <input type="checkbox"/>	Virtual <input checked="" type="checkbox"/>	Cr Martin	In person <input checked="" type="checkbox"/>	Virtual <input type="checkbox"/>
	Cr Bond	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cr Nyaguy	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Cr Clark	<input type="checkbox"/>	<input type="checkbox"/>	Cr Pearl	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Cr Crawford	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Sirakoff	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Cunsolo	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Staff present: <i>Please mark <input checked="" type="checkbox"/> the Staff present</i>	<input checked="" type="checkbox"/> Chris Carroll <input checked="" type="checkbox"/> Brian Tee <input checked="" type="checkbox"/> Allison Kenwood <input checked="" type="checkbox"/> Joanne McNeill <input checked="" type="checkbox"/> Lachlan Johnson Other Staff:					
Matters considered:	<ul style="list-style-type: none"> • Middle park residents group request • Street cleaning audit • Shout Rock update • VEC engagement • Confidential property update • VicPol update 					
Conflict of Interest Disclosures A Conflict of Interest Disclosure form MUST be completed by members of Council staff						
Name	Subject / Matter			Left the Meeting?		
Nil	N/A			N/A		

Name of Officer submitting form: Joanne McNeill

Informal Meeting of Councillors						
Name of meeting:	Planning Committee Briefing					
Date and Time:	Date: 13/11/2023			Time: 5-6pm		
Meeting conducted via:	Hybrid (MS Teams/In Person)					
Councillors present: <i>Please mark <input checked="" type="checkbox"/> the Councillors present</i>	Cr Baxter	In person <input type="checkbox"/>	Virtual <input checked="" type="checkbox"/>	Cr Martin	In person <input checked="" type="checkbox"/>	Virtual <input type="checkbox"/>
	Cr Bond	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Nyaguy	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Cr Clark	<input type="checkbox"/>	<input type="checkbox"/>	Cr Pearl	<input type="checkbox"/>	<input type="checkbox"/>
	Cr Crawford	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Sirakoff	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Cunsolo	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Staff present: <i>Please mark <input checked="" type="checkbox"/> the Staff present</i>	<input type="checkbox"/> Chris Carroll <input checked="" type="checkbox"/> Brian Tee <input type="checkbox"/> Allison Kenwood <input type="checkbox"/> Joanne McNeill <input type="checkbox"/> Lachlan Johnson Other Staff: Larry Parsons, Scott Parkinson, Michael Mowbray, Matt Schreuder, Martin Cooksley					
Matters considered:	<ul style="list-style-type: none"> 223 Rouse Street, Port Melbourne 40 Alma Road, St Kilda 					
Conflict of Interest Disclosures A Conflict of Interest Disclosure form MUST be completed by members of Council staff						
Name	Subject / Matter			Left the Meeting?		
Nil	N/A			N/A		

Name of Officer submitting form: Larry Parsons

Informal Meeting of Councillors						
Name of meeting:	Move, Connect, Live – Integrated Transport Strategy					
Date and Time:	Date: 13/12/2023			Time: 5:30pm		
Meeting conducted via:	Hybrid (MS Teams/In Person)					
Councillors present: <i>Please mark <input checked="" type="checkbox"/> the Councillors present</i>	Cr Baxter	In person <input type="checkbox"/>	Virtual <input checked="" type="checkbox"/>	Cr Martin	In person <input checked="" type="checkbox"/>	Virtual <input type="checkbox"/>
	Cr Bond	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Nyaguy	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Cr Clark	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cr Pearl	<input type="checkbox"/>	<input type="checkbox"/>
	Cr Crawford	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Sirakoff	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Cunsolo	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Staff present: <i>Please mark <input checked="" type="checkbox"/> the Staff present</i>	<input checked="" type="checkbox"/> Chris Carroll <input checked="" type="checkbox"/> Brian Tee <input type="checkbox"/> Allison Kenwood <input type="checkbox"/> Joanne McNeill <input type="checkbox"/> Lachlan Johnson Other Staff: Nellie Montague, David MacNish, Karen Roache					
Matters considered:	ITS Review – post consultation					
Conflict of Interest Disclosures A Conflict of Interest Disclosure form MUST be completed by members of Council staff						
Name	Subject / Matter			Left the Meeting?		
Nil	N/A			N/A		

Name of Officer submitting form: Karen Roache

Informal Meeting of Councillors						
Name of meeting:	South Melbourne Structure Plan					
Date and Time:	Date: 13/12/2023			Time: 8:00pm		
Meeting conducted via:	Hybrid (MS Teams/In Person)					
Councillors present: <i>Please mark <input checked="" type="checkbox"/> the Councillors present</i>	Cr Baxter	In person <input type="checkbox"/>	Virtual <input checked="" type="checkbox"/>	Cr Martin	In person <input checked="" type="checkbox"/>	Virtual <input type="checkbox"/>
	Cr Bond	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Nyaguy	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Cr Clark	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cr Pearl	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Crawford	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Sirakoff	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Cunsolo	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Staff present: <i>Please mark <input checked="" type="checkbox"/> the Staff present</i>	<input checked="" type="checkbox"/> Chris Carroll <input checked="" type="checkbox"/> Brian Tee <input checked="" type="checkbox"/> Allison Kenwood <input checked="" type="checkbox"/> Joanne McNeill <input checked="" type="checkbox"/> Lachlan Johnson Other Staff: Fiona van der Hoeven, Felicity Symons, Alayna Chapman, Matthew Budahazy					
Matters considered:	Purpose of the briefing: <ul style="list-style-type: none"> To provide an update and outline the key actions of the <i>Draft South Melbourne Structure Plan</i> To seek feedback from the Councillors on the key recommendations in the Draft South Melbourne Structure Plan (SMSP) in advance of seeking Council endorsement to release the (SMSP) for consultation early 2024 					
Conflict of Interest Disclosures A Conflict of Interest Disclosure form MUST be completed by members of Council staff						
Name	Subject / Matter				Left the Meeting?	
Nil	N/A				N.A	

Name of Officer submitting form: Matthew Budahazy, Principal Strategic Planner

Informal Meeting of Councillors						
Name of meeting:	Councillor & ELT Time					
Date and Time:	Date: 31/01/2024				Time: 1pm	
Meeting conducted via:	Hybrid (MS Teams/In Person)					
Councillors present: <i>Please mark <input checked="" type="checkbox"/> the Councillors present</i>	Cr Baxter	In person <input type="checkbox"/>	Virtual <input type="checkbox"/>	Cr Martin	In person <input checked="" type="checkbox"/>	Virtual <input type="checkbox"/>
	Cr Bond	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cr Nyaguy	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Clark	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cr Pearl	<input type="checkbox"/>	<input type="checkbox"/>
	Cr Crawford	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Sirakoff	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Cunsolo	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Staff present: <i>Please mark <input checked="" type="checkbox"/> the Staff present</i>	<input checked="" type="checkbox"/> Chris Carroll <input type="checkbox"/> Brian Tee <input checked="" type="checkbox"/> Allison Kenwood <input checked="" type="checkbox"/> Claire Stevens <input checked="" type="checkbox"/> Lachlan Johnson <input checked="" type="checkbox"/> Joanne McNeill Other Staff: Lauren Bialkower					
Matters considered:	<ul style="list-style-type: none"> • Captain Cook Statue • Mural reinstatement • St Kilda Life Saving club meeting • Staffing update • Public space update • Preparation for pride march 					
Conflict of Interest Disclosures A Conflict of Interest Disclosure form MUST be completed by members of Council staff						
Name	Subject / Matter				Left the Meeting?	
Nil	N/A				N/A	

Name of Officer submitting form: Joanne McNeill

Informal Meeting of Councillors						
Name of meeting:	Aged Care Reforms Briefing					
Date and Time:	Date: 31/01/2023			Time: 5:30pm		
Meeting conducted via:	In Person					
Councillors present: <i>Please mark <input checked="" type="checkbox"/> the Councillors present</i>	Cr Baxter	In person <input checked="" type="checkbox"/>	Virtual <input type="checkbox"/>	Cr Martin	In person <input checked="" type="checkbox"/>	Virtual <input type="checkbox"/>
	Cr Bond	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Nyaguy	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Clark	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Pearl	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Crawford	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Sirakoff	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Cunsolo	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Staff present: <i>Please mark <input checked="" type="checkbox"/> the Staff present</i>	<input checked="" type="checkbox"/> Chris Carroll <input type="checkbox"/> Brian Tee <input checked="" type="checkbox"/> Allison Kenwood <input type="checkbox"/> Joanne McNeill <input type="checkbox"/> Lachlan Johnson Other Staff: Bridget Monro-Hobbs, Belinda Ayres, Daniel Lew, Monique Cosgrove, Rohan Bond					
Matters considered:	<ul style="list-style-type: none"> To provide the Engagement Report from the client, community and staff feedback on the proposed aged care service delivery model To seek feedback on the recommendation to delay the final endorsement of the Village model by 2 weeks to allow community feedback to be discussed at the 7 Feb Council meeting . To seek feedback on the recommendations for the future of Aged Care Service delivery- endorsement of the Village Model and budget. To provide a summary of the Community Connector Function 					
Conflict of Interest Disclosures A Conflict of Interest Disclosure form MUST be completed by members of Council staff						
Name	Subject / Matter				Left the Meeting?	
Nil	N/A				N/A	

Name of Officer submitting form: Rohan Bond

Informal Meeting of Councillors						
Name of meeting:	Dog Off-Leash Guidelines and Eastern Reserve North Update					
Date and Time:	Date: 22/11/2023			Time: 6pm		
Meeting conducted via:	Hybrid (MS Teams/In Person)					
Councillors present: <i>Please mark <input checked="" type="checkbox"/> the Councillors present</i>	Cr Baxter	In person <input checked="" type="checkbox"/>	Virtual <input type="checkbox"/>	Cr Martin	In person <input checked="" type="checkbox"/>	Virtual <input type="checkbox"/>
	Cr Bond	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Nyaguy	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Clark	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Pearl	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Crawford	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Sirakoff	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Cunsolo	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Staff present: <i>Please mark <input checked="" type="checkbox"/> the Staff present</i>	<input checked="" type="checkbox"/> Chris Carroll <input type="checkbox"/> Brian Tee <input checked="" type="checkbox"/> Allison Kenwood <input type="checkbox"/> Joanne McNeill <input type="checkbox"/> Lachlan Johnson Other Staff: Dana Pritchard, Claire Ulcoq, Harmony Brouff, Dirk Cummins					
Matters considered:	<ul style="list-style-type: none"> Update on the progress of the draft Dog Off-Leash Guideline, including seeking feedback on how we have resolved the key challenges and issues Update on the options for the future of the Eastern Reserve North Dog Off-Leash Area for consideration 					
Conflict of Interest Disclosures A Conflict of Interest Disclosure form MUST be completed by members of Council staff						
Name	Subject / Matter				Left the Meeting?	
Nil	N/A				N/A	

Name of Officer submitting form: Dana Pritchard

Informal Meeting of Councillors						
Name of meeting:	Stormwater Harvesting Program					
Date and Time:	Date: 31/01/2024			Time: 6.30pm		
Meeting conducted via:	In Person					
Councillors present: <i>Please mark <input checked="" type="checkbox"/> the Councillors present</i>	Cr Baxter	In person <input checked="" type="checkbox"/>	Virtual <input type="checkbox"/>	Cr Martin	In person <input checked="" type="checkbox"/>	Virtual <input type="checkbox"/>
	Cr Bond	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Nyaguy	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Clark	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Pearl	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Crawford	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Sirakoff	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Cunsolo	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Staff present: <i>Please mark <input checked="" type="checkbox"/> the Staff present</i>	<input checked="" type="checkbox"/> Chris Carroll <input checked="" type="checkbox"/> Brian Tee <input type="checkbox"/> Allison Kenwood <input type="checkbox"/> Claire Stevens <input type="checkbox"/> Lachlan Johnson <input type="checkbox"/> Joanne McNeill Other Staff: Fiona van der Hoeven, Beth McLachlan, Natalie Barron					
Matters considered:	<ul style="list-style-type: none"> Options for future of Stormwater Harvesting program. 					
Conflict of Interest Disclosures A Conflict of Interest Disclosure form MUST be completed by members of Council staff						
Name	Subject / Matter				Left the Meeting?	
Nil	N/A				N/A	

Name of Officer submitting form: Beth McLachlan, Head of Sustainability and Climate Change

Informal Meeting of Councillors						
Name of meeting:	Station Pier and Waterfront Place - Draft Scheme Amendment GC187 and Update on Waterfront Place Redevelopment Advocacy					
Date and Time:	Date: 31/01/2024			Time: 7:30pm		
Meeting conducted via:	Hybrid (MS Teams/In Person)					
Councillors present: <i>Please mark <input checked="" type="checkbox"/> the Councillors present</i>	Cr Baxter	In person <input checked="" type="checkbox"/>	Virtual <input type="checkbox"/>	Cr Martin	In person <input checked="" type="checkbox"/>	Virtual <input type="checkbox"/>
	Cr Bond	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Nyaguy	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Clark	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Pearl	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Crawford	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Sirakoff	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Cunsolo	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Staff present: <i>Please mark <input checked="" type="checkbox"/> the Staff present</i>	<input checked="" type="checkbox"/> Chris Carroll <input checked="" type="checkbox"/> Brian Tee <input type="checkbox"/> Allison Kenwood <input type="checkbox"/> Claire Stevens <input type="checkbox"/> Lachlan Johnson <input type="checkbox"/> Joanne McNeill Other Staff: Fiona van der Hoeven, Kelly White, Craig McLean, Lincoln Glover (via Teams)					
Matters considered:	<ul style="list-style-type: none"> Draft Scheme Amendment GC187 Update on Waterfront Place/Station Pier advocacy 					
Conflict of Interest Disclosures A Conflict of Interest Disclosure form MUST be completed by members of Council staff						
Name	Subject / Matter			Left the Meeting?		
Nil	N/A			N/A		

Name of Officer submitting form: Craig McLean

Informal Meeting of Councillors						
Name of meeting:	Review of Footpath Trading Guidelines and Potential New Fee Policy					
Date and Time:	Date: 31/01/2024			Time: 8pm		
Meeting conducted via:	Hybrid (MS Teams/In Person)					
Councillors present: <i>Please mark <input checked="" type="checkbox"/> the Councillors present</i>	Cr Baxter	In person <input checked="" type="checkbox"/>	Virtual <input type="checkbox"/>	Cr Martin	In person <input checked="" type="checkbox"/>	Virtual <input type="checkbox"/>
	Cr Bond	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Nyaguy	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Clark	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Pearl	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Crawford	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Sirakoff	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Cunsolo	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Staff present: <i>Please mark <input checked="" type="checkbox"/> the Staff present</i>	<input checked="" type="checkbox"/> Chris Carroll <input checked="" type="checkbox"/> Brian Tee <input type="checkbox"/> Allison Kenwood <input type="checkbox"/> Joanne McNeill <input type="checkbox"/> Lachlan Johnson Other Staff: Lisa Davis, Cindy Stubbs (virtual), Marc Jay, Angela De Mel					
Matters considered:	<ul style="list-style-type: none"> • Draft Footpath Trading Guidelines • Potential new Footpath Trading Fee Policy options 					
Conflict of Interest Disclosures A Conflict of Interest Disclosure form MUST be completed by members of Council staff						
Name	Subject / Matter			Left the Meeting?		
Nil	N/A			N/A		

Name of Officer submitting form: Marc Jay, City Permits Project Lead

Informal Meeting of Councillors						
Name of meeting:	Mid-Year Financial Review					
Date and Time:	Date: 31/01/2024			Time: 8:30pm		
Meeting conducted via:	Hybrid (MS Teams/In Person)					
Councillors present: <i>Please mark <input checked="" type="checkbox"/> the Councillors present</i>	Cr Baxter	In person <input checked="" type="checkbox"/>	Virtual <input type="checkbox"/>	Cr Martin	In person <input checked="" type="checkbox"/>	Virtual <input type="checkbox"/>
	Cr Bond	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Nyaguy	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Clark	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Pearl	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Crawford	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Sirakoff	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Cunsolo	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Staff present: <i>Please mark <input checked="" type="checkbox"/> the Staff present</i>	<input checked="" type="checkbox"/> Chris Carroll <input checked="" type="checkbox"/> Brian Tee <input type="checkbox"/> Allison Kenwood <input type="checkbox"/> Joanne McNeill <input checked="" type="checkbox"/> Lachlan Johnson Other Staff: Peter Liu / Spyros Karamesinis / Karen Miller / Elizabeth Erskine / Project Sponsors					
Matters considered:	<ul style="list-style-type: none"> • Mid-Year Financial Results • Mid-Year Review of Priority Projects 					
Conflict of Interest Disclosures A Conflict of Interest Disclosure form MUST be completed by members of Council staff						
Name	Subject / Matter			Left the Meeting?		
Nil	N/A			N/A		

Name of Officer submitting form: Spyros Karamesinis

Informal Meeting of Councillors						
Name of meeting:	Differential Rating					
Date and Time:	Date: 31/1/2024				Time: 9pm	
Meeting conducted via:	Hybrid (MS Teams/In Person)					
Councillors present: <i>Please mark <input checked="" type="checkbox"/> the Councillors present</i>	Cr Baxter	In person <input checked="" type="checkbox"/>	Virtual <input type="checkbox"/>	Cr Martin	In person <input checked="" type="checkbox"/>	Virtual <input type="checkbox"/>
	Cr Bond	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Nyaguy	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Clark	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Pearl	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Crawford	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Cr Sirakoff	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cr Cunsolo	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Staff present: <i>Please mark <input checked="" type="checkbox"/> the Staff present</i>	<input checked="" type="checkbox"/> Chris Carroll <input checked="" type="checkbox"/> Brian Tee <input type="checkbox"/> Allison Kenwood <input type="checkbox"/> Joanne McNeill <input checked="" type="checkbox"/> Lachlan Johnson Other Staff: Peter Liu / Spyros Karamesinis / Dirk Cummins					
Matters considered:	<ul style="list-style-type: none"> Differential Rating Workshop 3 – seeking feedback on proposed definitions, objectives and differential rates. 					
Conflict of Interest Disclosures A Conflict of Interest Disclosure form MUST be completed by members of Council staff						
Name	Subject / Matter				Left the Meeting?	
Nil	N/A				N/A	

Name of Officer submitting form:

MEETING OF THE PORT PHILLIP CITY COUNCIL 21 FEBRUARY 2024



14. NOTICES OF MOTION

14.1	<i>Notice of Motion – Councillor Peter Martin – Heritage Verandah Project Update</i>	241
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14.1 Notice of Motion – Councillor Peter Martin – Heritage Verandah Project Update

I, Councillor Peter Martin, give notice that I intend to move the Motion outlined below at the Ordinary Meeting of Council on 21 February 2024:

That Council:-

1. Waives permit fees valued at \$35,000 for the Clarendon and Coventry Streets Business Association to assist in completing their Heritage Verandah Upgrade project

Supporting Information

At the Council Meeting on the 7 February 2024 Council voted to defer a decision until further information had been provided to Councillors. Further information was circulated to Councillors via email on 14 February 2024.

The Clarendon and Coventry Streets Business Association (CCSBA) were successful in winning a \$195k grant from the Victorian Government to restore some of the heritage verandahs in South Melbourne). This was under the Government's Living Locals program.

Council auspiced this application as restoration of verandahs has been a priority advocacy item for the Prosperous Port Phillip Business Advisory Group and traders in South Melbourne.

Despite significant efforts by the CCBA, there is currently the following shortfall in funds to deliver the project:

- Building component - \$63k
- Council permits - \$35k

Officers have discussed this issue with the Victorian Government who have indicated they would consider extending their support to cover the building component of \$63k.

Under the current grant agreement, the project is due for delivery in mid-June, which remains possible should the shortfall in funding be found by mid-late February. Should the funding not be found, the project will not be able to proceed.



15. REPORTS BY COUNCILLOR DELEGATES

16. URGENT BUSINESS

17. CONFIDENTIAL MATTERS

17.1 *Provision of Recycling Processing Services* 243

RECOMMENDATION

That Council resolves to move into confidential to deal with the following matters pursuant to section 66(2) of the *Local Government Act 2020*:

17.1 Provision of Recycling Processing Services

- 3(1)(a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released
- 3(1)(g(i)) private commercial information, being information provided by a business, commercial or financial undertaking that relates to trade secrets
- 3(1)(g(ii)) private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

Reason:

Commercial sensitive material which will allow non successful applicants and opportunity to reverse engineer the successful pricing.