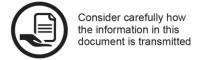


MEETING OF THE PORT PHILLIP CITY COUNCIL

AGENDA

15 MAY 2024





MEETING OF THE PORT PHILLIP CITY COUNCIL 15 MAY 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 15 MAY 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, 15 May 2024 at 6:30pm.** At their discretion, Councillors may suspend the meeting for short breaks as required.

AGENDA

1	APOL	APOLOGIES				
2	MINU	MINUTES OF PREVIOUS MEETINGS				
	Minut	Minutes of the Meeting of the Port Phillip City Council 1 May 2024.				
3	DECL	DECLARATIONS OF CONFLICTS OF INTEREST				
4	PUBLIC QUESTION TIME AND SUBMISSIONS					
5	COUNCILLOR QUESTION TIME					
6	SEAL	SEALING SCHEDULE				
	Nil	Nil				
7	PETITIONS AND JOINT LETTERS					
	Nil	Nil				
8	PRES	PRESENTATION OF CEO REPORT				
	8.1	Presentation of CEO Report Issue 106 - Q3, 2024	7			
9	INCLUSIVE PORT PHILLIP					
	9.1	Response to Notice of Motion - Councillor Baxter - Safe Delivery of LGBTIQA+ Programs, Events and Recognition	57			
10	LIVEABLE PORT PHILLIP					
	10.1	Inkerman Safety Improvement Project - Project Recommendations	71			
	10.2	Domain Precinct Parking Review	133			
11	SUSTAINABLE PORT PHILLIP					
	Nil					
12	VIBRANT PORT PHILLIP					
	12.1	Business Parklet Guidelines 2024	185			
	12.2	South Melbourne Market Project Connect Scope Endorsement	229			

MEETING OF THE PORT PHILLIP CITY COUNCIL 15 MAY 2024



13	WELL GOVERNED PORT PHILLIP								
	13.1	Financial	Update 2023-24: Third Quarter3	15					
	13.2	• •	ent of Cr Crawford as Council's delegate to MAV external committe	ee 841					
	13.3	Councillor Expenses Monthly Reporting - April 2024 Error! Bookmark no defined.							
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14	NOTICES OF MOTION								
	14.1	1 Notice of Motion – Mayor Heather Cunsolo – Life Saving Club Parking Permits36							
15	REPO	PORTS BY COUNCILLOR DELEGATES							
16	URGI	GENT BUSINESS							
17	CONF	FIDENTIAL	MATTERS	69					
	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	VCAT Ma	tter						
		3(1)(e)	legal privileged information, being information to which legal professional privilege or client legal privilege applies.						
		Reason: This matter is subject to legally privileged VCAT settlement discussions. They are required to be undertaken in a confidential without prejudice manner.							
	17.2	JL Murphy Reserve Pitch 2 & Pitch 3 Upgrade Tender Award							
		3(1)(a)	Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.						
		Reason: Contractual negotiations regarding the procurement of services of this project are still being undertaken and finalised and the public releasing of the information in the report at this stage may negatively impair Councils ability to effectively negotiate and implement procurement arrangements.							
	17.3	Commercial Matter							
		3(1)(a)	Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released						
		3(1)(e)	legal privileged information, being information to which legal professional privilege or client legal privilege applies						
		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.						
		information	This report will consider commercially and legally sensitive n that could impact Councils ability to manage an ongoing contract. Il consider what information is to be released publicly.						

MEETING OF THE PORT PHILLIP CITY COUNCIL 15 MAY 2024



3.	DECLARATIONS OF CONFLICTS OF INTEREST
4.	PUBLIC QUESTION TIME AND SUBMISSIONS
5.	COUNCILLOR QUESTION TIME
6.	SEALING SCHEDULE
7 .	PETITIONS AND JOINT LETTERS Nil
8.	PRESENTATION OF CEO REPORT 8.1 Presentation of CEO Report Issue 106 - Q3, 2024

MEETING OF THE PORT PHILLIP CITY COUNCIL 15 MAY 2024



8.1 PRESENTATION OF CEO REPORT ISSUE 106 - Q3, 2024

EXECUTIVE MEMBER: JOANNE MCNEILL, EXECUTIVE MANAGER, GOVERNANCE AND

ORGANISATIONAL PERFORMANCE

PREPARED BY: JACKY BAILEY, HEAD OF CORPORATE PLANNING

KIHM ISAAC, CORPORATE PLANNING AND PERFORMANCE

ADVISOR

1. PURPOSE

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

2. EXECUTIVE SUMMARY

- 2.1 In March 2014, the City of Port Phillip introduced a program of more regular performance reporting through the CEO Report.
- 2.2 The attached CEO Report Issue 106 (Attachment 1) focuses on Council's performance for Q3 January to March 2024.

3. RECOMMENDATION

That Council:

- 3.1 Notes the CEO Report Issue 106 (provided as Attachment 1).
- 3.2 Authorises the CEO or their delegate to make minor editorial amendments that do not substantially alter the content of the report.

4. OFFICER MATERIAL OR GENERAL INTEREST

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

ATTACHMENTS 1. CEO Report - Issue 106 Quarter 3 Review



Message from the CEO

Welcome to the CEO Report for quarter three which includes an update on the priorities that Council has set for me. The quarterly report offers a deeper understanding of the scope of projects and accomplishments during the quarter, as well as reflections on our efforts in the preceding quarter.

Deliver the Council Plan

Overall project portfolio delivery status for March is 70 per cent on-track progressing as planned, 22 per cent at-risk, and 12 per cent off-track.

This quarter we began work on some keystone projects, including the St Kilda Live Music Precinct venue feasibility study, which is the first of its kind in Victoria. Council will consider whether to adopt the study and to request authorisation from the Minister for Planning to prepare and exhibit draft report in a meeting in May 2024.

Council also endorsed the draft South Melbourne Structure Plan for consultation, which will help us establish a long-term vision for the suburb and help us address and respond to challenges and growth in the area.

This quarter we also commenced construction on the Palais Theatre and Luna Park precinct revitalisation, which will see us transform this space to a safer, accessible, and community-friendly zone, with seating, garden beds, new trees, high quality pavement, new public lighting and a shared zone on Cavell Street to reduce vehicle speed and prioritise pedestrians.

We've also made some great progress on our Act and Adapt Strategy and Climate Emergency Action Plan, with climate change risk assessments underway to ensure key climate change risks are identified across the organisation and mitigations are in place.

Governance and Advocacy

In March, the City of Port Phillip Advocacy Strategy 2024–2027 was endorsed. The strategy will provide councillors, officers, and the community with an advocacy process that details how council prioritises, implements, and reports on advocacy initiatives.

Construction has commenced on the 26 social housing units at 28 Wellington Street St Kilda,

which will support some of Port Phillip's most vulnerable residents. We are partnering with the Victorian Government and St Kilda Community Housing to deliver a three-storey building featuring 24/7 on-site support services as part of the Common Ground housing model. As part of the ongoing implementation of the In Our Backyard Strategy, we continue to pursue funding opportunities under the Victorian Government's Big Housing Build and the federal government's Housing Australia Future Fund. This effort involves preliminary scoping through our pipeline for new social and affordable housing projects.

In March we also celebrated International Women's Day through the launch of HerStory. The City of Port Phillip has a rich 'herstory' of inspiring women who have made significant contributions to local politics, literature, the arts, sport, health, education, and the wider community. HerStory celebrates these women's stories and achievements. As well as celebrating the women who are commemorated in public space, the project called for increased commemoration of women and First Nations people through

Message from the CEO

requesting public submissions of women's names to be considered for place and feature naming going forward. This continues our important work in advancing gender equality in our organisation and in our community-facing work. Alongside this, we also submitted our first progress report to the Commission for Gender Equality in the Public Sector to provide an update on how we are tracking against our obligations in the Gender Equality Act 2020.

Community, Stakeholder, and Customer

Out teams continue their dedication to our customers and are consistently meeting target service levels for our community service requests, despite increasing volume of requests. As of March, our overall service level is at 86 per cent completed on time, which is 6 per cent higher than our target. Of our highest volume services, all of these are above 88 per cent completed on time and we continue to see a decrease in the volume of complaints that we are receiving across the organisation in relation to service provision.

In March we followed up on our commitment to be transparent with our community and released the results of two waste audits into the significant number of missed bin collections which followed a new contractor taking over kerbside bin collection on 1 July last year.

Among the key findings, it was identified that Citywide (the new contractor) was not fully prepared to deliver this service. However, the audits also found that there were things that Council could have done better throughout the process and particularly how we oversaw the transition to these new services.

I once again apologise to the Council and the Community for this unacceptable performance.

I have worked with officers to develop a draft management action plan in response to the recommendations. This will be finalised with the Council's Audit and Risk Committee at its May meeting and released publicly following this. The Audit and Risk Committee will monitor the implementation of the plan and I will also report progress to Council.

We have not been waiting for this plan to be finalised - changes have already been made to responsibilities, personnel, resourcing, governance, and practices to address audit recommendations and improve practices.

This quarter Council made the difficult decision to start exiting from providing several in-home services for older residents, due to Australian Government reforms resulting in the delivery of some services becoming unsustainable and unfeasible. Under the new model we will continue to deliver community-based services such as home-delivered meals, transport, and our everpopular hop-on-hop-off bus program. Our inhome services such as cleaning and respite care will be transitioned to another provider under the Australian Government's Support at Home Program.

This quarter we also announced the winners of the Proudly Port Phillip Community Awards. These awards celebrated the extraordinary community contributions that make us proud to live, work and play in our City.

Message from the CEO

Finance, assets, and value for money

As at 30 March 2024, the full year forecast for 2023/24 is a cumulative cash surplus of \$0.15 million, representing a minor decrease of \$0.1m since February. The decline in cash surplus is caused by a reduction in utilisation in long day care services, a decline in building permit income, and a decline in parking infringement income. However there has been an improvement in collection of outstanding fines and identifying one off and permanent efficiency savings in our operations. As at the end of the third quarter, ongoing efficiency savings of \$1.5 million were achieved as we work towards our 2024/25 target of \$1.8 million.

Culture and capability

Our staff turnover rate is trending positively this financial year with the year-to-date average turnover at 12.6 per cent compared to 19.3 per cent for the same time last year.

This quarter we also focused on understanding and disseminating the results of the annual employee satisfaction survey that was conducted last November. The results indicted good progress with a 3 per increase in both our Alignment and Engagement scores. An organisational action plan and department-specific action plans have been developed to support uplift in the areas where improvement has been identified.

Chris Carroll

CEO, City of Port Phillip

Ch Carrel

Strategic Direction 1

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

HerStory - International Women's Day (IWD)

On March 8, staff, councillors and community were invited to attend the International Women's Day morning tea and launch of HerStory.

The City of Port Phillip has a rich 'herstory' of inspiring women who have made significant contributions to local politics, literature, the arts, sport, health, education, and the wider community. HerStory celebrates these women's stories and achievements.

The project involved extensive engagement with community and partner organisations, including historical societies and First Nations communities. The illustrated map of the city shows the places where 22 women are honoured in public space, including descriptions of their lives and achievements.

As well as celebrating the women who are commemorated in public space, the project called for increased commemoration of women and First Nations people through requesting public submissions of women's names to be considered for place and feature naming going forward.

Copies of the HerStory map were made available at the event and in Port Phillip libraries and customer service areas and the map is available to download online at

www.portphillip.vic.gov.gu/herstory.



HerStory interactive map

New parent information sessions – the Solihull approach

Family Support Services and Maternal and Child Health delivered the first parent information session facilitated by internal staff, introducing the Solihull approach. The interest in this group was significant with over 70 participants registering prior to the event, demonstrating that the demand in our community for parenting support and information is high.

The Solihull approach to parenting draws on psychodynamic, behavioural and trauma-informed practices and allows parents to consider their own emotional responses and how these impact children's behaviour.

As a result of the session, the waiting list for the next Solihull Parenting Program doubled. We hope this is the first of many parent information sessions that utilise the enthusiasm and broad expertise of City of Port Phillip employees.

Cultural diversity week

Cultural diversity week took place across the City of Port Phillip from 18 to 24 March. Events planned in partnership with the local community included:

- Festival Africa at St Kilda's Space2b which ignited the Art Lane at Space2b with the rhythms, flavours and community spirit of the African diaspora.
- A guided walk along the Immigration Trail, led by urban historian Janet Bolitho to celebrate the rich multicultural heritage of Port Phillip.
- An afternoon at Port Melbourne Town Hall in which 18 of our City's multicultural seniors' groups came together to host a spectacular program filled with stories, music, food, art, movement and more.
- Family-friendly activities celebrating our community's diverse cultures hosted at the St Kilda Library, including craft activities with Space2b and Cool Capoeira.
- Author talks by George Kyriakou (If the Shoe Fits) at Port Melbourne Library and by Bruno Lettieri in conversation with Amra Pajalic and Demet Divaroren (Growing up Muslim in Australia) at Emerald Hill Library.
- Musical performance by Vinod and Anubrata (classical Indian music) at St Kilda library.

Wellington Street Common Ground Project

Construction has commenced on the 26 social housing units at 28 Wellington Street St Kilda, which will support some of Port Phillip's most vulnerable residents.

We are partnering with the Victorian Government and St Kilda Community Housing to deliver a three-storey building featuring 24/7 on-site support services as part of the Common Ground housing model.

Our Council is contributing \$5.1 million towards the project including donating surplus land under our In Our Backyard affordable housing strategy. The Victorian Government, through Homes Victoria, is contributing \$12.1 million in capital and operating funding while St Kilda Community Housing will deliver and manage this important initiative. When completed in 2025, the Wellington Street Common Ground Project units will operate using the evidence-based 'housing first' approach that places people experiencing homelessness directly into permanent and safe housing where on-site support services can address complex needs.

The new residents will have the opportunity to access services to improve aspects of their lives from health and well-being to independent living and job skills.



Mayor Heather Cunsolo (pictured right) joined Victorian Member for the Southern Metropolitan Region John Berger, officially representing Housing Minister Harriet Shing, and St Kilda Community Housing Chair Liz Johnstone for a ceremonial sod turn at the Wellington Street Site

Citizenship ceremonies

This quarter we hosted three citizenship ceremonies at the St Kilda Town Hall. These events are some of the most joyful events councillors and officers participate in. We have seven ceremonies scheduled this year.

Our newest citizens have come from all corners of the globe and will enrich the breadth of our already diverse and thriving community. Seeing their excitement and pride at becoming Australian citizens was incredibly heartwarming and it was a true Proudly Port Phillip moment.

Service spotlight: affordable housing and homelessness

Council's In Our Backyard Strategy provides directions to enhance the supply and diversity of affordable housing in the City of Port Phillip. Over the last quarter, key achievements include:

Port Phillip Zero Project

The Port Phillip Zero Project facilitated weekly meetings with project partners and local service providers to coordinate homelessness and health services in the Port Phillip area, specifically to support individuals experiencing or having experienced rough sleeping.

Housing and Homelessness Program

The Housing and Homelessness Program actively assisted 17 individuals in securing long-term and stable accommodation. These individuals, who

were previously homeless, now have secure housing, facilitated through the program's Sponsorship Housing Agreement with Housing Victoria and other community housing organisations.

Rough Sleeper Initiative

In Q3, there were 284 recorded contacts made through our funded program with Launch Housing over 104 hours of service. During the quarter, 65 individual recipients were supported through the Launch Housing agreement.

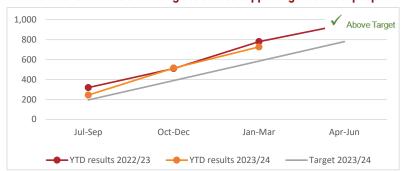
Funding work

As part of the ongoing implementation of the In Our Backyard Strategy, we continue to pursue funding opportunities under the Victorian Government's <u>Big Housing Build</u> and the federal government's <u>Housing Australia Future Fund</u>. This effort involves preliminary scoping through our pipeline for new social and affordable housing projects.

Strategy review

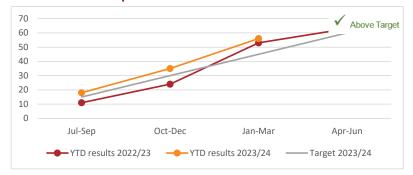
A review has started to evaluate the last ten years of the In Our Backyard Strategy, alongside Think and Act, Council's Housing and Homelessness strategy. This review will lay the foundations for the development of an integrated affordable housing and homelessness strategy through 2025.

Number of direct hours of housing assistance supporting older local people



The number of direct hours of housing assistance in Q3 2023/24 was 727 hours. This is above the target of 585 hours however slightly lower than the same time last year at 780 hours.

Number of older local persons housed



In Q3 2023/24, the number of older persons housed was 56, exceeding the target of 45 and slightly higher than the 53 persons housed for the same period last year.

Service spotlight: ageing and accessibility

Older Persons Advisory Committee

Council continues to support the Older Persons Advisory Committee (OPAC) including a planning day in January, monthly Committee meetings, and monthly Governance Committee meetings. Other activity during the quarter included:

- Supported OPAC participation in a come-andtry e-scooter education session at Lime headquarters in February, a Seniors Exercise Park education session at Hoppers Crossing, activity in March (offered in partnership with the National Ageing Research Institute) and in February OPAC members attended the South Melbourne Port Phillip Safety Forum.
- OPAC Chair and Deputy Chair were re-elected for a second term in March.
- The OPAC 2023 Annual Report was endorsed by Council on 6 March.



Older Persons Advisory Committee 2023 (OPAC)

Changes to our aged care services

A new model for aged care services was endorsed in February, driven by recent federal government reforms resulting in the delivery of some services becoming unsustainable and unfeasible. Under the new model we will continue to deliver community-based services such as home-delivered meals, transport, and our ever-popular hop-on-hop-off bus program. Our in-home services such as cleaning and respite care will be transitioned to another provider under the Australian Government's *Support at Home Program*.

Our commitment to our older residents ageing positively in Port Phillip continues. We will ensure that our clients are fully supported through the transition as well as staff who may be affected by the changes. For more information on the changes you can view them on our website here.

Action plans

Council continued to implement the Accessibility Action Plan 2023-25 and Positive Ageing Policy 2023-27 with highlights for this quarter including:

- Supporting digital literacy for our older residents by launching device advice sessions at Port Phillip libraries.
- Accessibility considerations were again a highlight of this year's St Kilda Festival, with AUSLAN interpreters present, a quiet space and accessible viewing platform.

Ongoing engagement

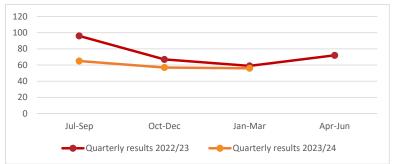
Council continued to support 16 multicultural seniors' groups in City of Port Phillip with a total membership base of 85 multicultural seniors. Groups were supported to submit 15 grant applications and 7 acquittals.

Number of 'meals on wheels' provided to the community



In Q3 2023/24, the number of meals on wheels provided to the community was 5,882. Delivered meals saw an increase of 14% in unique clients, which resulted in a 10% increase in delivered meals from the previous quarter. The number of delivered meals increased slightly by 1% from the same period last year. This is reported as trend data, without a target.

Number of people participating in social support programs and events



In Q3 2023/24, 56 unique clients attended group social support programs. The number of clients has stabilised (57 last quarter) and is expected to rise in in Q4 due to the onboarding of a new team leader in the last month of Q3 (March) and with that the resumption of client referrals. This is reported as trend data, without a target.

Service spotlight: children

Maternal and child health

During the third quarter, the Maternal and Child Health (MCH) team:

- received 223 birth notifications
- enrolled 238 infants and children into the service
- conducted 1,808 Key Ages and Stages consultations
- made 304 referrals to external supports, including 8 notifications to Child Protection.

Victoria Police go to kindergarten

The Barring Djinang Kindergarten held a visit with Victoria Police. The police officers spoke with the children and answered their many questions. The officers spoke about safety including how to call the police, what to do if they get lost, as well as about road safety such as wearing a helmet when riding a bicycle. This allows children to connect with the community they live in and understand the profession of policing. The visit has helped the children understand that police officers are here to help us and keep us safe.

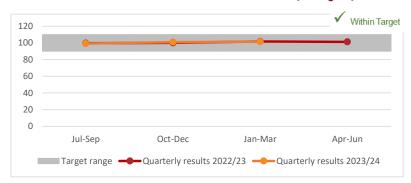


Victoria Police incursion to Barring Djinang Kindergarten

Professional Development in Children's Services

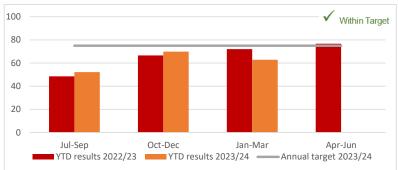
Children's Services are using School Readiness Funding to embed educator learning about *The Pyramid Model: Supporting Social Emotional Competence in Infants and Young Children.* This training demonstrates our commitment to supporting staff to develop their responsive skills to working with children learning to regulate emotions. The success of these professional development opportunities lies in revisiting and strengthening the application of learning and bringing new staff members into the learning circle.

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



The percentage of infant enrolments in MCH services for the third quarter of 2023/24 was 101% This is consistent with the result for the same period last year and within the target range of 90-110%.

Participation in maternal and child health services (YTD figure)



Participation in MCH for Q3, 2023/24 is 62%. This is below the result of 72% for the same period last year however is predicted to reach the annual target of 75% by the end of the year.

Children enrolled in the MCH Service who are due for a Key Age Stage (KAS) visit in the quarter but have the consultation completed in another quarter will affect the participation rate. For example, if a child is due for a 2 year KAS visit in March but has this consultation in April, the visit will not be counted in Q3 data and will skew the participation rate.

Service spotlight: community programs and facilities

Supporting community groups

The <u>Friends of Suai</u> Community Reference Committee and community continue to support friendship with the Suai/Covalima. This quarter, key achievements include:

- two community reference committee meetings
- a meeting with Wesley College to provide opportunities for International Baccalaureate students to connect with the friendship
- finalising fundraising and community engagement activities, including the annual trivia night on 18 April and a study tour to Suai on 2 June 2024.

Volunteer Coordinator Network

The City of Port Phillip Volunteer Coordinator Network met in February for a presentation by AON Insurance about Volunteer Insurance for Not for Profits.

Community sector e-News

Three editions of the Community Sector E-News were distributed including the regular monthly newsletters and special editions with key updates to promote important community information and grants and funding opportunities. The newsletter has a membership base of 1,390 people.

Community grants

The Community Grants, Cultural Development Fund and Love My Place Grants were expedited four months to open 27 February, ensuring compliance with the 2024 Council election caretaker requirements.

The round was promoted through a range of mediums and an update of guidelines and application forms to streamline access for applicants.

The Community Training program delivered two Community Grants Writing sessions and one Grant Writing for Creatives session this quarter, with total attendance of 45 people.

Two grants information sessions were held with total attendance of 11 people. Successful applicants are scheduled to be announced in August.

Quick Response Grant Program

The Quick Response Grant Program assessment panel met twice to assess applications for the sixth and seventh grant rounds. Applications were assessed under two categories:

- Seven individual residents were approved a total of \$3,500 to support participation in competitive sporting events. This included four recipients to attend the Surf Life Saving Australian Championships.
- Five Community organisations were approved a total of \$10,000 for projects to benefit community, including increasing access and inclusion for theatrical events, sport and recreation equipment for young people, and exercise empowerment for survivors of abuse.

Linking neighbours

The Linking Neighbours program continued its offering tor community members aged 55 and over. Activities for the third quarter included:

- weekly coffee social connection mornings at five cafes across the municipality
- a monthly walking group with outings Blue Lotus Water Gardens, Living Legends, and the Tram Boat
- one meeting of the Linking Neighbours leadership group.

Utilisation of community centres



In Q3, utilisation of community centre spaces and rooms was 52%. Utilisation is higher for larger spaces such as halls (78%) and multipurpose rooms (58%), and lower for meeting rooms (43%) and offices (7%). This is a new measure introduced from July 2023, and data is not available for 2022/23.

Service spotlight: families and young people

Family services

The Family Services team supported 23 families over a period of 563 hours of community outreach. Outreach was also provided to clients during the March heatwaye.

Youth services

This quarter, Council:

- awarded <u>Youth Access Grants</u> to nine initiatives promoting youth engagement through recreational activities
- conducted a successful Youth Advisory
 Committee recruitment drive. The committee prioritises increased programs and training for young people.

Adventure playgrounds

Skinners Adventure Playground improvements are complete, with increased usage by the community. Consultations for the St Kilda Adventure Playground upgrade are underway and were well-received, with over 50 children participating in the first consultation phase.

Supported playgroup

This quarter, Supported playgroup explored new sites and interesting outdoor spaces when the weather permitted. In term one St Kilda Supported Playgroup attended Elwood Community Playgroup, introducing families to a new community playgroup venue which assists with transitioning families from Supported Playgroup.

The South Melbourne Supported Playgroup visited the recently upgraded Ludwig Stamer Reserve, a perfect space for young toddlers.

Pop-up playgroup

Two pop-up playgroups were delivered during the quarter at the St Kilda and Skinners Adventure Playgrounds



Skinners Adventure Playground, South Melbourne

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:

Feasibility underway

- Peanut farm oval reconstruction
- Elwood Croquet Pavilion and Field
- Head Street Sports Grounds

Concept design and engagement undertaken for

 Graham Street Overpass Skatepark and Carpark – Stage 1

Contracts awarded

- RF Julier Reserve BMX pump track
- Elwood Park changeroom facilities
- Construction of JL Murphy Infield, expected to commence Mid-April 2024

Construction continues

 Installation of baseball lighting at JL Murphy Reserve.

Redevelopment of the Lagoon Reserve Sports Field

The pavilion has been demolished, with the new pavilion progressing through the design stages ready for release to the market to procure a construction contractor next quarter.

The project is expected to be completed by February 2025.



Works at Lagoon Reserve sports field.

Strategic Direction 2

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

2024 Australian Fl Grand Prix

The Australian Grand Prix took place in Albert Park between Thursday 21 and Sunday 24 March. A large part of Council's responsibility is managing parking and traffic on our local roads including the implementation of the restricted parking zone.

Council received considerable feedback from residents during the 2023 event regarding last year's restricted parking zone being insufficient in size. This feedback resulted in a significant extension of the restricted parking zone for this year's event. The area implemented this year was observed to be successful with no major issues.

Council officers are currently in the process of reviewing feedback from the community to identify actions that may improve next year's event.

Bicycle Networks Super Sunday event

The Bicycle Networks Super Sunday event took place in November where during a three-hour window, volunteers counted 2,609 bikes across five sites in Port Phillip. Super Sunday is designed to provide insight into users of key recreational intersections such as a tally of the recreational users, routes taken, type of activity and the busiest hour. 1,493 of the bikes counted were on Beaconsfield Parade, which demonstrates the important role it (as well as the Bay Trail) fulfills for our recreational bike riders.



Super Sunday council bike count

Trialling new sensor technology

This summer we trialled new technology from AIRS Sensor partner Viva City which captures near miss events between vulnerable road users.

AIRS is an artificial intelligence-based survey service which autonomously detects and classifies road users and how they interact with road environments using cameras, sensors and smart software. The technology is being trialled at the intersection of Westbury Street and Inkerman Street and is helping us to understand how design impacts vulnerable road user safety.



Near miss heatmap at Inkerman/ Westbury Street, Summer, 2023-24

Service spotlight: city planning and urban design

During the third quarter, City Design completed 60 urban design and landscape architecture referrals. These expert reviews of proposed developments help to ensure new projects are appropriate to their context and respond to Council policies and the planning scheme.

St Kilda Live Music Precinct venue feasibility

St Kilda Live Music Precinct (SKLMP) Planning Study, which is the first of its kind in Victoria, has been completed. Council will consider whether to adopt the study and to request authorisation from the Minister for Planning to prepare and exhibit draft Am C220port at its meeting in May 2024. The intent of this work is to facilitate live music venues within the precinct while managing amenity impacts.



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)

Council unanimously endorsed the draft South Melbourne Structure Plan (SMSP) for consultation. We invited feedback on the draft SMSP from 19 February to 28 March. During this period, we encouraged our community to review the draft SMSP and associated documents and provide feedback on the draft findings and recommendations. Following consultation, Officers will consider the feedback and finalise the SMSP. The final SMSP will be presented to Council for adoption in mid-2024. Further information is available from Future South Melbourne | Have Your Say Port Phillip



South Melbourne Structure Plan precinct map

Places to Live: Port Phillip Housing Strategy

In March, Council endorsed the draft strategy for consultation. We invited feedback on the draft Housing Strategy from 8 March to 19 April.

Further information is available from <u>Places to Live</u>: <u>Port Phillip Housing Strategy | Have Your Say Port Phillip</u>.

Heritage program

During the third quarter, heritage advisors completed 94 heritage referrals. These assessments ensure development is in line with Council's heritage policies and sensitive to our valued heritage fabric.

The Heritage Overlay 8 Review (Elwood: Glen Huntly and Ormond Roads) has been finalised following a period of community consultation in November 2023. Some minor changes were made to the documents to reflect the feedback received. Further advice is required from the state government about implementation before the final review and recommendations are presented to Council.

Further information is available from <u>Heritage</u> <u>Overlay 8 | Have Your Say Port Phillip.</u>

Service spotlight: public space

Places for People - Public Space Strategy 2022-32

The <u>Places for People - Public Spaces Strategy</u> guides Council's work in creating and maintaining Port Phillip's network of parks, gardens, streets, the foreshore, and urban spaces.

Strategy development and delivery update

- The Greenline Feasiblity Study is underway, with community groups engaged during the quarter. The plan is due for completion prior to 30 June 2024.
- Dog Off Leash Guideline the draft guideline was endorsed by Council in March to commence release for Phase 3 community consultation from March to April 2024.



Our Dog Off Leash Guideline is open for consultation from March to April 2024

Project updates

In quarter three, strategy work was underway for revision of the Play Space Strategy, School Use of Public Open Space Guidelines, and open space planning for Fishermans Bend.

Engagement has been undertaken for the St Kilda Pier Landside project and St Vincent's Gardens.

Detailed designs have been completed for Gasworks Art Park plan and St Vincent's Gardens and procurement is underway for Hewison Reserve.

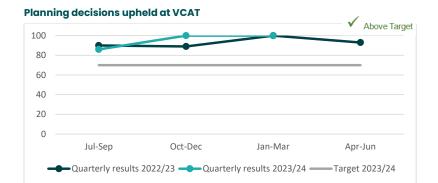
Contracts have been awarded for Moubray Street Community Park and Gasworks Arts Park Playground. Construction has commenced on the Palais Theatre and Luna Park precinct revitalisation.

Service spotlight: municipal emergency management

Cardinia Shire Emergency Relief Centres (ERCs)

Following the storms on 20 February, City of Port Phillip officers assisted Cardinia Shire to manage two Emergency Relief Centres (ERCs) following the storms on 20 February which badly affected Melbourne the week prior.

Service spotlight: development approvals and compliance



For quarter three 2023/24, the results are above the 70% 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 three 2023/24, 60% of planning applications were decided within the required timeframes, slightly below the target of 65 percent for 2023/24 however an improvement compared to the same time last year (53%). The results are tracking lower than expected due to staff vacancies. Staff levels have now stabilised, and a plan is in place to improve performance through a process of active application management.

Service spotlight: health

Food premises inspection program

The annual inspection program of all food premises registered under the *Food Act 1984* commenced this quarter.

Environmental Health Officers inspected all temporary and mobile food premises at major events over summer including Pride March, St Kilda Festival, the Beer Festival, the South Melbourne Market Mussel and Jazz Festival and the Formula 1 Grand Prix.

Food safety at the Formula 1 Grand Prix

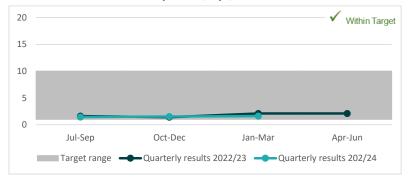
The Formula 1 Grand Prix is a significant food safety event for Council's Health Services team.

Food for people attending the event in a corporate box is provided by two national catering firms and one local firm. Each firm has a primary catering kitchen on site at Albert Park with a total of 25 smaller catering satellite kitchens located around the circuit. The largest kitchen is approximately 2,600 square metres in size surrounded by 40

refrigerated shipping containers. There are also approximately 130 mobile food vehicles providing food to the general public.

Environmental Health Officers, in keeping with our responsibilities under the *Food Act 1984 (Vic)*, conducted approximately 150 food safety inspections over five days.

Time taken to action food complaints (days)



Time taken to action food complaints was 1.6 days in Q3 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 Q3 2023/24 increased to 1,093. This increase was driven by the high school vaccination program conducted from February to March. As 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

In Q3, Local Laws received 1,326 requests from the community which was a 15% increase on the same period last year. The most popular requests relate to construction site non-compliance, excessive noise, bins being left out and overgrown or unsightly vegetation.

Animal management

Animal Management received 1,085 requests from the community in the quarter which is a similar volume compared to the same time last year. CRMs around registration are the most popular request.

Our Animal Management Unit continues to proactively patrol hotspot locations at our reserves and foreshores focusing on dogs off leash and registrations. St Kilda Botanical Gardens, Elwood Primary, Eastern Reserve and St Kilda and Elwood Beach have been the most patrolled areas with over two hours of patrols at each site. During these patrols, 41 infringements have been issued with a further 17 infringements being processed now.

St Kilda Festival

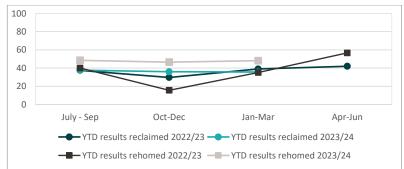
At the St Kilda festival, all authorised officers in council's Local Law, Animal Management and City Amenity units were rostered on throughout the day from 6am to midnight. Strong educational work with traders from the morning shifts allowed for an easier, more peaceful, day of compliance for event goers. There were only two serious breaches of Footpath Trading Permits on the day. Local Laws has since followed these up with traders.

Percentage of successful animal management prosecution cases



For Q3 2023/24, there was one successful animal management prosecution case (100%). Animal prosecutions through the Magistrate Court has been consistently achieving a 100 per cent success rate.

Animals reclaimed and rehomed



Of the 171 animals collected from 1 July 2023 to 31 March 2024, 61 animals (35.67 %) were reclaimed by their owners. Out of the remaining 110 animals, 53 animals were rehomed (48.18%) A further 17 (15.45%) animals were being assessed at the time this report was generated. All avenues are explored to ensure animals find new homes. 39 out of the 171 animals collected were surrendered by their owners (22.81%). Number of euthanised animals was 39 (35.45%).

Service spotlight: transport and parking management

Transport insights over summer

We've seen several interesting changes in how people are getting around Port Phillip and some promising signs that more of our residents and visitors are choosing sustainable transport methods. This summer there were far more pedestrians afoot than the previous summer (11 per cent increase) with bike and car movements remaining steady.

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

At a meeting of Council on 21 February 2024 Council endorsed the review of *Move, Connect Live: Integrated Transport Strategy 2018-2028* (ITS) and community engagement findings from the mid-strategy review.

The ITS review included:

- alternative approaches to delivering improvements to bike routes to make them safe and attractive for all riders but may not rely on fully protected bike lanes
- updating strategy indicators due to changes in data availability
- updating delivery costs and timeframes for Council funded projects.

Strategic Transport is working in partnership with the St Mary's Primary School community to identify and improve safer routes to school for children. This activity supports Action 16 of the strategy to work with school communities to support active travel to school as a popular, safe, and easy travel option.

Shared mobility and the Victorian e-scooter trial

Shared mobility use has continued to grow, with an expected rise in usage as the weather warmed. Sunday 18 February saw a record 4,284 trips started and 4,517 ended in Port Phillip. These are significant numbers and reflect the community's adoption of the Lime and Neuron e-bikes and e-scooters.

Council will continue to monitor amenity impacts arising from the use of e-scooters in Port Phillip as it continues to participate in the Victorian Government's E-scooter trial (extended through to 4 October 2024). This supports Action 38 of our Integrated Transport Strategy.



Lime and Neuron e-scooter trial (image courtesy of City of Melbourne)

Inkerman Safe Travel Corridor Project

Major Transport Projects presented the findings of the *Inkerman Safe Travel Corridor Project* engagement to Council on 20 March 2024. Two options were released for public feedback. Key themes that emerged included support for increasing safety for all road users, more crossing options, and concerns relating to loss of parking.

Council has been supporting the Department of Transport and Planning in several state-led transport service and infrastructure changes, including:

- early planning to integrate bus services into Anzac Station from Day 1 of Metro Tunnel services in 2025
- new pedestrian operated signal crossings of arterial roads
- advocating for improved conditions for all road users on Port Phillip' arterial road network.

Accessible transport

During the quarter, there was continued advocacy for accessible transport options for our community including officer submission on the Department of Transport and Planning's draft <u>Transport</u>

<u>Accessibility Strategy</u> and ongoing discussions for upgrades to both bus and tram routes.



The number of sealed road requests for quarter three was 125, which is below the year-to-date target threshold of 132 and well below last year's figure of 240 requests.

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.

Strategic Direction 3

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

EcoCentre updates

Council approved a 15-year lease for the Port Phillip EcoCentre at its meeting on 21 February. The longer lease will enable the EcoCentre to maximise the benefit of the redeveloped facility.

Contractors for the redevelopment advised of delays due to supply chain issues. Window and door glazing had to be re-routed to avoid attacks on shipping in the Red Sea, and timber cladding was unable to be unloaded at Port of Melbourne due to a cyber-attack and an industrial dispute. While waiting for these materials to arrive, internal electrical and mechanical works were undertaken.

On 28 March, the EcoCentre was visited by the Mayor and the Minister for Environment Hon. Steve Dimopoulos MP; Member for Albert Park Nina Taylor MP; and Mr Stephen Chapple, Regional Director, Port Phillip Region at the Department of Energy, Environment and Climate Action (DEECA).

The EcoCentre showcased its programs, delivery model, and ways they partner with the Victorian Government before a tour of the redevelopment site with the project's architect Michael Bouteloup and representatives from Stosius Constructions.



EcoCentre visit, March 2024



Ride2School day at St Mary's Primary School in St Kilda Fast

Local schools on-board for Ride2School Day

On 22 March, 12 local schools participated in the National Ride2School day. The event encourages students of all ages to ride, scoot or walk to school.

Council encouraged schools to sign up early by holding a bike raffle to award two schools a free bike and helmet for signing up to participate in the event. Council received responses from 12 schools in Albert Park, Elwood, Middle Park, Port Melbourne, South Melbourne and St Kilda keen to participate.

All schools were supported by Council on the day with rebates to host similar events and encourage students to travel sustainably.

Clean up Australia Day events

This year the City of Port Phillip ran two Clean Up Australia Day events, a staff and a community event.

The staff event was held on Tuesday 27 February and commenced from the St Kilda Town Hall. Staff spent an hour walking the local streets picking up a range of rubbish, from microplastics and cigarette butts to large items including a children's car seat!

The community event was held on Sunday 3
March. Over 30 volunteers attended Marina
Reserve in St Kilda. Volunteers combed parts of our
foreshore, beach, parks and streets removing litter
such as lolly wrappers, cigarette butts and plastic
bottles.

Thanks to these volunteers, this litter was prevented from causing further harm to our environment.

Several volunteer groups, such as Beach Patrol and Love our Streets, ran events on the day and are passionate about keeping our streets, parks and beaches clean all year round.

Visit the <u>Beach Patrol website</u> for more information.



Volunteers at the Community Clean Up Australian Day event

Service spotlight: amenity

Rapid response

City Amenity Officers interacted with 224 persons experiencing homelessness during our patrols of hotspot streets and areas. Acland, Fitzroy and Carlisle Streets continue to be the focus of patrols.

Forty-three mattresses, 40 trolleys, 770 syringes and 31 other 'furniture' items were removed from the streets during these patrols.

Joint patrols

Joint patrols of Clarendon Street, South Melbourne with police were carried out twice a week during January to March. The patrols have been well received by traders.

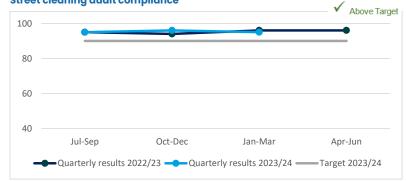
47 joint patrols with police were carried out and 21 outreach patrols with Assertive Outreach Officers from Launch Housing were carried out to increase safety and amenity on our streets and to connect vulnerable community members with services they require.

Council's Summer Management Plan ended in March and was well planned and managed from November to March. City Amenity Officers worked every day until 8pm.



Local Laws and Victoria Police joint patrols

Street cleaning audit compliance



The street cleaning audit compliance score for quarter three 2023/24 was 95 per cent. The result is above the target of 90 per cent and consistent with the same period last year (96 per cent).

Service spotlight: sustainability

Act & Adapt

The Council Act & Adapt – Sustainable
Environment Strategy 2023-28 and the Climate
Emergency Action Plan 2023-28 were both
endorsed by Council on 1 November 2023.
Implementation is well underway with the follow
actions taking place in quarter three:

- Exploratory work was undertaken to support electric vehicle charging (EV) infrastructure in the region.
- A draft framework was developed to identify interventions that enhance the sustainability of council assets.
- A climate change risk assessment is underway to ensure key climate change risks are identified and risk mitigations are in place.

Community sustainability webinars

The Sustainability and Climate Change team partnered with energy experts Renew to deliver three community facing webinars in February and March to support the community shift to renewable energy and improve the efficiency and comfort of their homes.

The webinars 'Summer Comfort for Renters', 'Getting off Gas' and 'Introduction to Solar' were all highly appreciated by the community and well received.



Gas cooking

Community batteries

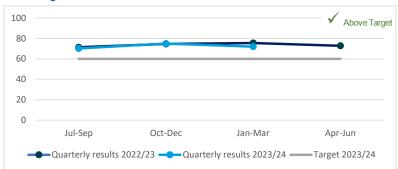
Since mid-2022, City of Port Phillip has been involved in the Fast-Tracking Neighbourhood Batteries project to identify the local potential and feasibility of neighbourhood batteries.

The community participated in both stages of our engagement by completing a survey or attending one of our in-person events. Throughout this engagement, the community shared with us their support for renewable energy and neighbourhood batteries being part of the solution. The community engagement phase of this project has now concluded and five potential locations for neighbourhood batteries have been identified across each municipality. For more information visit Neighbourhood Batteries | Have Your Say Port Phillip.



Proposed locations for neighbourhood batteries in the City of Port Phillip

Percentage of investment in fossil-free institutions



The percentage of investment in fossil-free institutions has been consistently above the 60% target over the past year. In Q3, the investment rate was 72%, which was consistent with our Q2 result (75%).

Service spotlight: waste management

Independent waste review

In March we followed up on our commitment to be transparent with our community and released an independent review into the significant number of missed bin collections in July 2023 following the transition of services to a new contractor. Among the key findings, it was identified that Citywide (the contractor) was not adequately prepared to

deliver the services at expected levels along the required route. The report findings suggest that oversights by both Council and Citywide lead to the substandard delivery.

In response to the findings, we have already implemented changes to responsibilities, personnel and sourcing processes as recommended by the report to ensure optimised

waste collection services in the future. We apologise again for the impact to the community.

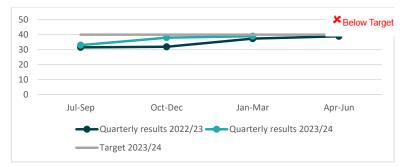
Actions from the report and our commitment to implement them will be monitored by the Council's Audit & Risk committee and regular updates will be provided in this report.

Kerbside collection bins missed per 10,000 scheduled bin lifts



For Q3, kerbside collection bins missed per 10,000 scheduled collections was 21.53. This is an improvement from 28.21 in the previous quarter (Q2) however much higher compared to the same time last at 6.20.

Kerbside collection waste diverted from landfill



For Q3, kerbside collection waste diverted from was 39% which is a slight improvement on the same time last year (37%) however slightly below the target of 40%. With the completion of the rollout of the FOGO program in February 2024, the target is likely to be met.

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Strategic Direction 4

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

City Growth and Culture

A big finish to the 2023/24 major events season included multiple music festivals, sporting and community events and trader activations.

Year-to-date, permits have been issued for 318 events (first quarter 47 permits, second quarter 126 permits and third quarter 147 permits). The year is rounding out to be one of the biggest ever!

Australian Formula 1 Grand Prix

The 2024 Australian Grand Prix took place in Albert Park on Sunday 24 March attracting a record attendance of 452,055 over the four-day race weekend.

Council's relationship with the Grand Prix is multilayered and crosses many teams and departments. Support from Council ranges from issuing parking permits to residents, enforcing parking restrictions, mitigating impacts to residents, ensuring maximum benefit to traders, working with displaced sporting clubs, permitting a range of additional events, communicating what people need to know, answering questions, doing health inspections, to providing waste and cleaning services and so much more! Our Grand Prix Working Group has coordinated our response since mid-last year.

Judging by the response from our community and Councillors, this Grand Prix seems to have been one of the most successful yet. I want to thank each and every one of the officers who worked tirelessly to achieve this result. A huge International and Interstate audience witnessed what makes Port Phillip special over the 4 days and we did ourselves proud.



Melbourne Park. F1 Grand Prix

Fishermans Bend bouldering wall

As part of OpenLots, a municipal-wide program focusing on activating under-utilised or vacant land, Council opened the Fishermans Bend bouldering wall in March at Normanby Road, South Melbourne. This project was delivered in collaboration with Victoria's Department of Transport and Planning (DTP) and is set to remain in place for several years, providing an exciting recreational opportunity for residents and visitors in an area identified as requiring additional public space. The bouldering wall was funded by the Fishermans Bend Taskforce – Place Activation Grant (\$50,000) and the space was provided in kind by DTP.



Fishermans Bend Bouldering Wall

Creative and Prosperous City Strategy

Action 44 of the strategy pertains to live music and in the last quarter many activities were undertaken to build our live music precincts:

- The Live Music Precinct progressed further with a series of productive advocacy meetings with state government addressing numerous goals in the LMAP strategy and Live Music Precinct Policy.
- Targeted support programs such as Locals
 Playing Locals encouraged live music events
 featuring local performers at local venues.

 Events included the Live Music Precinct Friday,
 special St Kilda Underground Live Music
 Walking Tours, and the Council-funded St
 Kilda Blues Festival.
- Quarterly band bookers meetings have been organised to provide an informal opportunity for venue operators, bookers and promoters in the St Kilda Live Music Precinct to discuss business, share ideas and discuss how we can all work together to maximise opportunities for live music, collaborations, activations, branding and promotion in Victoria's first Live Music Precinct.
- Arranging funding support for a Youth Music Conference, which aims to provide professional development, networking and showcasing opportunities to young people living or studying in Port Phillip to help them navigate sustainable careers in the music industry.

St Kilda Festival and St Kilda Film Festival

St Kilda Festival Weekend was successfully delivered 17 to 18 February 2024, with 300,000 attendees enjoying the festivities on Big Festival Sunday and over 25,000 attendees at Saturday's First Peoples First event.

Planning continues for the 40th anniversary of the St Kilda Film Festival – scheduled to occur 6 to 16 June. A record number of entries have been received for the 2024 Festival, 841 – a significant increase on the 645 entries received in 2023.



A Day on the Hill

The Emerald Hill Library & Heritage Centre was on show to the community with our Day on the Hill Open Day, held on 18 March.

Over 800 people came by the library for live music, children's shows and craft activities – with racing car simulators and a Lego racetrack drawing an enthusiastic crowd of dads and teenagers. The Heritage Centre held a walk that wound its way through the streets of South Melbourne for people to discover the neighbourhood's many historical landmarks.

The library worked in collaboration with various local partners, including the South Melbourne Traders association, Friends of Emerald Hill Library and Cayzer Real Estate, and coincided with the "Porsche and Coffee" event in South Melbourne.



Gaming activities were particularly popular at the Day on the Hill Library Open Day

Captain Cook statue

Following Council's decision to reinstate the Captain Cook statue after it was toppled from its pedestal on 25 January, a permit application has been lodged with Heritage Victoria for the statue to be repaired and reinstalled in its current location in Catani Gardens.

Heritage Victoria is reviewing the application and has confirmed that we will not need to advertise it publicly. The Heritage Council is also determining whether we are eligible for a permit fee waiver.

Due to a backlog of applications received by Heritage Victoria Officers the approval process is expected to take a further two weeks. Once the permit is received Council will engage a bronze conservator to commence repairs.

South Melbourne Porsche & Coffee Meet

Coinciding with the Emerald Hill Library and Port Phillip Heritage Centre open day on 17 March, Porsche and coffee enthusiasts gathered at Clarendon and Bank Streets in South Melbourne to marvel and both classic and cutting-edge model Porsches. The event was filled with family-friendly activities including kids shows, driving simulators, crafting stations, Mario Kart, face-painting, LEGO racetracks and workshops.



Porsche and Coffee Event photo credit: @upshift.media_

Service spotlight: festivals

Queer Connections

'Queer Connections', held at the Carlisle Street Art Space presented a celebration of Port Phillip's rich queer history through the lens of its most iconic venues and events. Taking a trip through the decades, the exhibition explored people, places and moments that helped shape and cultivate contemporary queer culture and the trailblazers, experimentation and glamour that exemplify the pride of Port Phillip's LGBTIQA+ community.

The program also included a library talk by historian and Australia Queer Archive activist - Graham Willett, on the untold side of St Kilda's queer history. As well as a guided walk through some of the key locations in St Kilda that have exemplified local pride.

The exhibition was presented in collaboration with the <u>Australian Queer Archives (AQuA)</u> and <u>Queerways</u>.



Douc Lucas (centre) and the cast of Pokeys in costumer, Prince of Wales Hotel, St Kilda c.1980s, courtesy of the Australian Queer Archives

Midsumma Festival

Council held and participated in many events in celebration of Midsumma Festival which showcases LGBTIQA+ artists, performers, communities and audiences. This included:

- Midsumma Carnival
- Pride Flag Raising Ceremony at St Kilda Town Hall as part of the traditional curtain-raiser to the Pride March.

Port Phillip Mussel and Jazz Festival

High temperatures on the Labour Day long weekend didn't deter festivalgoers from heading to South Melbourne Market for this free, annual community event. Cecil Street was closed to traffic for the two-day festival, featuring a fantastic lineup of jazz and soul musicians, cooking demonstrations, kid's activities, roving performers plus a mouthwatering range of street food on offer.

The market is proud to partner with The Nature Conservancy and B-Alternative to divert mussel shells consumed at the event from landfill as part of the Shuck Don't Chuck program. South Melbourne Market has been a partner of the program since 2017, which sees oyster and mussel shells used to rebuild reefs in Port Phillip Bay. At this year's festival, B-Alternative were onsite to educate patrons about the recycling program and assist in waste streaming efforts at bin stations, with over 680kg of mussel shells diverted from landfill over the weekend.



Port Phillip Mussel and Jazz Festival 2024



Mallrat headlining the Big Festival Sunday Main Stage, Courtesy of Joshua Braybrook.



Kummargi Yulendji Gadabah Sunset Ceremony at First Peoples First, Courtesy of Tiffany Garvie

St Kilda Festival – First Peoples First

The second year of delivering the First Peoples First festival built on the strength of the event in 2023. For this iteration of the festival Officers secured a \$40,000 grant from Creative Victoria which enabled the delivery of a Sunset Ceremony (Kummargi Yulendji Gadabah) to close out the day. This local reconciliation commitment built significant bridges with the Boon Wurrung Foundation, with N'Arweet Carolyn Briggs leading performers on stage. Additional highlights from the day included the ongoing commitment to the Archie Roach Foundation's "Singing our Futures" – a program that supports the development of emerging First Peoples musical talent.

St Kilda Festival – Big Festival Sunday

Big Festival Sunday presented 69 artists across eight stages within the festival precinct. The team installed 756 pieces of signage and processed 2,813 pieces of accreditation in support of access management. The festival's family entertainment program was particularly successful with additional activations inserted in and around the Acland Street precinct to retain the family demographic for longer. Feedback following the event with local traders in this area has noted the success of this strategy – for example Luna Park noted that the 12 noon to 2 pm timeframe delivered some of their highest annual visitation numbers. Furthermore, broader post event evaluation demonstrated that the event as a whole delivered a benefit of \$31.7 million to the Victorian economy.

Service spotlight: libraries

New library app

The library was excited to roll out a new library app, making it easier and more convenient for patrons to access our collections, events and services, when they want and where they want.

The app allows people to join the library, store their card digitally, manage their loans and requests, and search our catalogue. It helps people find their next read, explore our e-books and discover our amazing programs and events.

We've had an enthusiastic response – since going live in March the app has been downloaded by 400 people and has been used over 1,700 times.

The app has been launched in response to changing community needs and expectations and is part of the delivery of our Library Action Plan.

Hold the library in the palm of your hand with our new mobile app





Live music at the library

Live music made a welcome return to the library, with the Summer Sounds performances across our branches, and a panel discussion with legends from the 1980s music scene in St Kilda, Paulie Stewart, Fred Negro and Fiona Lee Maynard.

New library collections

A new Read Now collection for kids and teens was created, providing easy access to popular books that are in high demand.

Libraries as inclusive spaces

Libraries continue to be inclusive spaces with the Writeability Own Voices Forum supporting the creation of a writing group and series of workshops for people with disability.

We also established the Queer Art Club, and delivered an event with the Queer Archives, celebrating the LGBTIQA+ history in St Kilda.

Kay Rowan 48 years of library service

In March, we recognised recently retired Team Leader Libraries Kay Rowan's impressive 48 years' service at our 6 March Council meeting. Kay began working with the City of Port Phillip at the South Melbourne Library in 1976 and played a vital role in establishing the Heritage Collection, Port Phillip Heritage Centre and local history services. She will be sorely missed by our many regulars and staff.

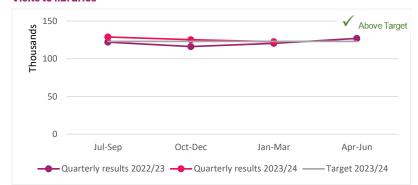
Library stall at St Kilda Festival

We made a huge splash at the St Kilda Festival weekend, with over 1,000 people passing through our marquee - chatting with Aunty Jacko and making Rainbow Serpents and badges with local artist Emmy Webbers at Saturday's First Peoples Festival, and joining a mask-making activity that kept families busy all day long on Sunday.



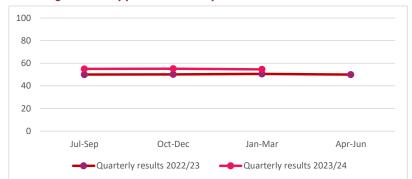
Emmy Webbers local artist from Gunal/Kurnai Country.
Photo courtesy of Victoria's Big Build

Visits to libraries



In Q3 2023/24 there were 122,536 visits to the libraries which was slightly below the quarterly target of 123,000 visits per quarter however was an improvement on the same time last year at 120,393 visits. Year to date, the total visitation to libraries has averaged 125,000 visits per quarter compared to 119,502 visits for the same time last year.

Percentage of recently purchased library collection



As at the end of Q3, 56% of the library collection was purchased in the last 5 years which was five percentage points higher than the same time last year (51%). Year to date this measure is 55% compared to 50% at the same time last year indicating improved turnover and currency of library resources.

Service spotlight: South Melbourne Market

Visitation to the Market remains consistent with prepandemic levels, with a notable uplift during school holiday periods.

The market hosted several key events and celebrations in Quarter 3, including Lunar New Year Lion Dancers, the Port Phillip Mussel & Jazz Festival and the annual Easter Egg Hunt, with ticket sale proceeds donated to the Royal Children's Hospital Good Friday Appeal.

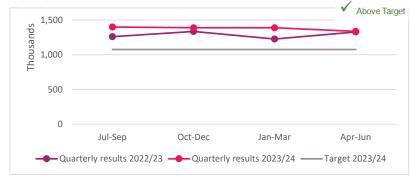
The market continues to uphold a 100% stall occupancy rate, with strong interest in businesses for sale, advertised opportunities and pop-up stalls.

Easter at South Melbourne Market

The Market trades on Wednesday, Thursday, Saturday and Sunday during the week of Easter (closed Good Friday) and continues to see a high level of visitation and spend with fresh food traders, gift shops and grocery stalls during this period.

There was free face painting for the kids, visits from the Easter Bunny and a sell-out Easter egg hunt, with ticket sale proceeds donated to the Royal Children's Hospital Good Friday Appeal.

Visits to the South Melbourne Market



Visits to the South Melbourne Market are consistently above the target. The Port Phillip Mussel & Jazz Festival and Easter falling in March contributed to higher-than-average visitation for the month at 480,156 visits compared to 437,591 visits in the same month last year. For the quarter, there were 1.35 million visits compared to 1.32 million visits in Q3 last year.



Easter at South Melbourne Market

Strategic Direction 5

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



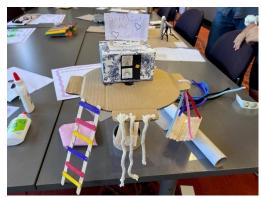
Key highlights

Community engagement for the St Kilda Adventure Playground

We are getting ready to upgrade the St Kilda Adventure Playground. We want to make sure this beloved community space continues to be somewhere local children can adventure, imagine, make friends and connect to nature.

Council has begun the process of engaging with children, their carers and members of the wider community who have a connection to the playground. Throughout February, a series of fun, interactive, co-design workshops were held with children who use the playground (see image). The children worked closely with facilitators to harness their ideas into meaningful feedback. Playground designers will use their ideas develop a new playground that honours and celebrates the past, whilst at the same time providing a challenging and safe play space for our community.

Later in the year, the broader community will have the opportunity to view and give feedback on the draft designs that children have helped to develop.



A student design idea from a co-design workshop with local primary school students from St Kila Primary School for the new St Kilda Adventure Playground

Proudly Port Phillip Community Awards

The winners of the Proudly Port Phillip Community Awards were announced at a gala event on Thursday 14 March 2024.

Last held in 2011, and previously known as the Port Phillip Civic Awards, the reinvigorated awards celebrated the extraordinary community contributions that make us proud to live, work and play in our City. Winners were announced across five categories, with Joanne and Scott Watkins, the driving force behind Albert Parkrun, Melbourne, named Citizens of the Year. The other winners were:

- Young Citizen of the Year Harshitha Meenakshisundaram
- Community First Award Veg Out Community Gardens, St Kilda
- Sustainability Award Port Phillip Pickers
- Small Business of the Year Space2b Social Design.



Proudly Port Phillip Community Award winners 2024

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Strategic Direction 5

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



Gender Equality Act progress report

The Gender Equality Act 2020 has now been in effect for over two years and our first progress report to the Commission for Gender Equality in the Public Sector was submitted on 20 February 2024. The report demonstrates our progress in advancing gender equality in our organisation and in our community-facing work. This report included actions taken up to 30 June 2023. The Commission will now assess our submission for compliance against our obligations. Once assessment is complete this progress report will be made available on the Commission's website and we will publish it on our website.

Leaders forum

In February, approximately 150 of our people leaders came together for our first of three leaders forums throughout the year. The purpose of these sessions is to collaborate and share information on organisational priorities as well as strengthen leadership capability.

The focus for the February session included reinforcing the priorities for the year, the role of a leader at City of Port Phillip and collaborating on actions in response to areas for improvement from the Employee Survey.



February Leaders Forum

Service Spotlight: communication and engagement

There was a break in engagement activity over the summer holidays, with the program starting back towards the end of January.

Nine programs and projects were open for community feedback during Q3:

- Fair Access in Sport Policy & Action Plan
- Dog Off-Leash Guidelines, testing the draft guidelines
- Gasworks Arts Park, Program Pulse Check
- Upgrading foreshore area in front of St Kilda Pier, including kiosk
- Future South Melbourne, South Melbourne Structure Plan
- Places to Live: Housing Strategy
- Review of FOGO collection service
- Skate Park in Port Melbourne
- St Kilda Adventure Playground upgrades.

Engagement reports for 10 projects were written and shared with the community:

- Move, Connect, Live: Integrated Transport Strategy
- Review of the Heritage Overlay 8 Precinct
- Port Melbourne Pump Track
- Supporting Positive Ageing in Port Phillip (Aged Care Reform)
- Elwood Park Changeroom Facilities
- Pole-mounted Electric Vehicle (EV) chargers
- Inkerman St Safety Improvement Project
- Sol Green Park and Play Space Upgrade
- Cowderoy St No Right Turn Trial

• Ecocentre Lease Agreement.

Two monthly newsletters sent to 3,181 community members (February and March). There were 3,234 contributions to the Have Your Say platform, and 19,381 unique visitors to the Have Your Say platform.

Service spotlight: customer experience

Service levels

Whilst we have seen high volumes of requests, we are still consistently meeting the target service level overall for our community service requests. Our financial year to date service level is at 86% completed on time, which is 6% higher than our target

Summer is a peak period for customer requests, and we generally see a large increase in volume of requests as more visitors come to our foreshore with nice weather and a range of major events, such as St Kilda Festival.

Whilst we experienced this peak in requests, we still saw consistent delivery of requests actioned with our service level at 86.7% completed on time which is 6% higher than our target.

Of our highest volume services, all of these are above 88% completed on time and we continue to see a decrease in the volume of complaints that we are receiving across the organisation in relation to service provision.

Customer service training

During the quarter, we rolled out additional customer service training for managing

complaints to improve service outcomes for our customers and to facilitate a more in-depth understanding of our complaints-handling policy.

Service spotlight: governance, risk and policy

City of Port Phillip Advocacy Strategy

In March, the City of Port Phillip Advocacy Strategy 2024-2027 was endorsed. The strategy will provide councillors, officers and the community with an advocacy process that details how council prioritises, implements, and reports on advocacy initiatives.

Service spotlight: people, culture and capability

In Q3, we focussed on disseminating the results of the annual employee satisfaction survey that was conducted last November. The purpose of the survey is to provide an opportunity for our employees to provide feedback on their experience of working at the City of Port Phillip, our strengths, and our opportunities for improvement.

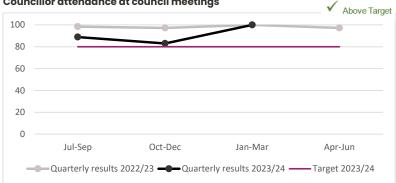
The results indicted good progress with a 3% increase in our Alignment (62%) and Engagement (70%) scores. An organisational action plan and department-specific action plans have been developed to support uplift in the areas where improvement has been identified.

Material legislative breaches



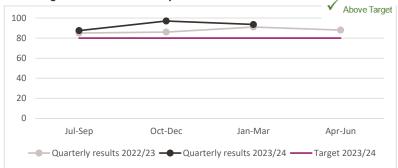
There were no material legislative breaches for Q3 2023/24, consistent with the target and the result for the same period last year.

Councillor attendance at council meetings



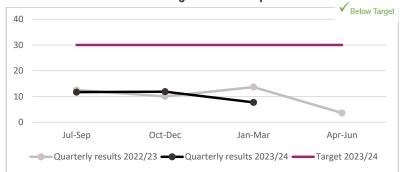
In Q3, there was 100% councillor attendance at council meetings which was an improvement from the previous quarter attendance of 83%. There were no Council meetings held in January.

Percentage of audit actions completed on time



For quarter three 2023/24, 93.5% of audit actions were 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 Q3 2023/24, 52 Council decisions were made at meetings with four of these decisions (7.7%) made at meetings closed to the public. This is lower than the same time last year. As a lower percentage is better for this measure, the target of 30% of decisions or less made at meetings closed to the public is achieved for the quarter.

Staff turnover (rolling 12 month average)



Our staff turnover rate is trending positively this financial year with the year-to-date average turnover at 12.6% compared to 19.3% for the same time last year. Turnover is below the 15% threshold indicating the workforce is stabilising in recent months.

Project portfolio summary

Overall status



On track 61% Latest result has achieved target for measure. On track across all elements. At risk 21%

Latest result experienced a minor miss in relation to target for measure. One or more elements at risk.

Off track 13%

There is a significant variation from targeted result for measure. Off track for one or more elements.

No report 5% Status update was not available at the time this report was generated.

Portfolio status trend

	12 mnth average	Jan-24	Feb-24	Mar-24
On track	68%	62%	66%	61%
At risk	19%	24%	22%	21%
Off track	10%	12%	11%	13%
No report	2%	2%	1%	5%

Portfolio financial performance

	# of Projects	Annual Budget (\$m)	Annual Forecast (\$m)	YTD Forecast (\$m)	YTD Actuals (\$m)	YTD Variance (\$m)
Capital	138	60.0	44.6	31.3	22.6	8.7
Operating	73	13.7	12.2	7.8	6.3	1.5
Total	211	73.7	56.8	39.1	28.9	10.2

Financial update

Financial Update

As at 30 March 2024 the full year forecast for 2023/24 is a cumulative cash surplus of \$0.15 million representing a minor decrease of \$0.1m since February. The decline in cash surplus caused by a reduction in utilisation in long day services and decline in building permit income and a decline in parking infringement income. There has been an improvement in collection of outstanding fines reducing Council's provisions for doubtful debts and the successful continued drive for identifying both one of and permanent efficiency savings in Council's operations.

Continuing to achieve efficiency savings plays a key role in addressing Council's rates cap deficit. As at the end of the third quarter 2023/24, ongoing efficiency savings of \$1.5 million were achieved which have been translated into the proposed Budget 2024/25. Officers will continue to look at efficiency initiatives include an efficiency review on childcare services to improve utilisation.

This year, there have been several other changes to Council's financial positions. These include 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.

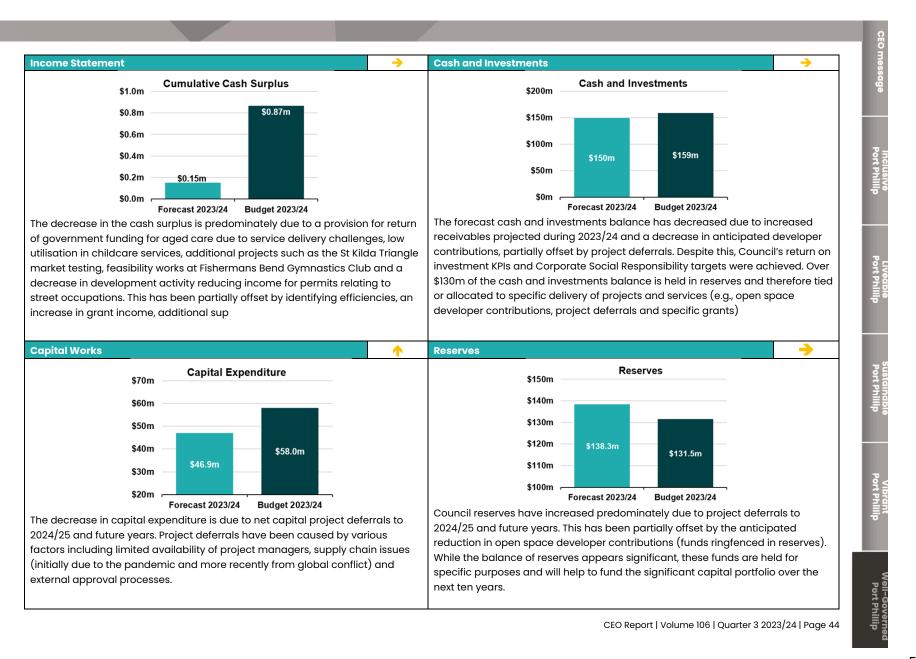
In addition to this, the surplus has been further reduced due to the re-instatement of budget for contracted parking ticket machine maintenance as budgeted efficiencies were not achieved through procurement of a new contract. As a result, the existing contract for parking machine maintenance has been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

procurement will be reconsidered. Additional spend was approved for the St Kilda Triangle engagement and market testing, feasibility works at Fishermans Bend Gymnastics Club and Elwood Reserve Change Rooms and Toilets (predominately reserve funded). 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	Forecast	Variar	псе	Forecast	Budget	Varia	nce
	(\$,000's)	(\$,000's)	(\$,000's) %	(\$,000's)	(\$,000's)	(\$,000'	s) %
Total Income	188,750	188,492	258	0%	258,245	261,944	(3,699)	(1%)
Total Expenses	169,180	167,924	(1,256)	(1%)	252,753	251,544	(1,209)	(0%)
Operating Surplus/ (Deficit)	19,570	20,568	(998)	(5%)	5,492	10,400	(4,908)	(47%)
Income Statement Converted t	o Cash:							
Capital Expenditure	(21,814)	(25,979)	4,165	16%	(46,917)	(57,972)	11,055	19%
Non-cash operating items	18,125	18,296	(171)	(1%)	31,661	32,251	(590)	(2%)
Financing Items	(1,014)	(1,285)	271	21%	(1,733)	(2,233)	500	22%
Net Reserves Movement	0	0	0	0%	3,264	10,049	(6,785)	(68%)
Current Year Cash	Current Year Cash							
Surplus/(Deficit)	14,868	11,600	3,267	28%	(8,233)	(7,505)	(728)	(10%)
Opening cash surplus balance	8,386	8,386	0	0%	8,386	8,370	16	0%
Accumulated Cash Surplus	23,254	19,986	3,267	16%	153	865	(712)	(82%)



Key Financial Highlights and Indicators:

- Overall low risk rating using the Victorian Auditor General's Office (VAGO) financial sustainability indicators.
- Forecasted positive net operating result of \$5.5 million (2.1 per cent of total revenue).
- A healthy working capital ratio of 333 per cent.
- Proposed efficiency savings of \$1.5 million for 2024/25, working towards a target of \$1.8 million efficiency savings for Budget 2024/25. Noting efficiency savings are becoming increasingly hard to achieve.





9. INCLUSIVE PORT PHILLIP

9.1 Response to Notice of Motion - Councillor Baxter - Safe Delivery of LGBTIQA+ Programs, Events and Recognition......57



9.1 RESPONSE TO NOTICE OF MOTION - COUNCILLOR

BAXTER - SAFE DELIVERY OF LGBTIQA+ PROGRAMS,

EVENTS AND RECOGNITION

EXECUTIVE MEMBER: TARNYA MCKENZIE, INTERIM GENERAL MANAGER,

COMMUNITY WELLBEING AND INCLUSION

PREPARED BY: THOMAS SUTHERLAND, DIVERSITY, EQUITY AND INCLUSION

ADVISOR

TENEILLE SUMMERS, COORDINATOR DIVERSITY, EQUITY AND

INCLUSION

1. PURPOSE

1.1 To provide a report back to Council on the 21 June 2023 Notice of Motion, regarding the continuation of work with key bodies on the safe delivery of LGBTIQA+ programs, community events and recognition.

2. EXECUTIVE SUMMARY

- 2.1 This report provides an update to Council on items 3 and 4 of the Notice of Motion 21 June 2023, following deferral of the item on 6 December 2023 to a future Council meeting.
- 2.2 Across Victoria, including City of Port Phillip, events for the LGBTIQA+ community have been targeted by extremist groups, resulting in cancellations due to safety and security concerns.
- 2.3 Council is committed to welcoming and supporting all its diverse communities, including the LGBTIQA+ community. This is affirmed in the LGBTIQA+ Action Plan 2023-26, with a vision for an inclusive city where diverse LGBTIQA+ communities are safe, connected and celebrated.
- 2.4 Collaboration and consultation with key bodies are ongoing to strengthen relationships, draw on their expertise, and increase organisational capacity for the safe delivery of LGBTIQA+ programs, community events, and recognition.
- 2.5 Strategies, tools, and controls have been investigated and developed to enable Council to confidently plan, host and support safe events for the LGBTIQA+ community, as well as other diverse communities.
- 2.6 Council is determined to ensure that diversity is celebrated in the city and that events central to this commitment are not jeopardised by extreme behaviours and targeted disruption. To achieve this commitment and ensure the delivery of safe events, Council must duly assess social and political considerations and address any potential threats to public, performers and staff.
- 2.7 Attachment 1,the *Information Pack Guidance for Planning Safe and Inclusive Council Events*, provides some insight into the advice Council officers use in order to effectively plan for an event that may have social and political considerations. Such considerations enable Council to meet all its obligations in ensuring public safety and adherence to Child Safe Standards and Occupational Health and Safety requirements.



3. RECOMMENDATION

That Council:

- 3.1 Notes the update on the safe delivery of LGBTIQA+ programs, community events and recognition.
- 3.2 Notes that consultation with Council's LGBTIQA+ Advisory Committee, the Victorian Pride Centre, Municipal Association of Victoria, Victoria Police, and other key bodies has been undertaken to draw on their knowledge and increase organisational capacity to safely deliver LGBTIQA+ programs, community events and recognition in future.
- 3.3 Notes consultation and collaboration with Council's LGBTIQA+ Advisory Committee, the Victorian Pride Centre, Municipal Association of Victoria, Victoria Police, and other key bodies is ongoing to ensure advice and expertise are up to date according to the changing landscape and latest recommendations.
- 3.4 Notes that strategies, tools, and controls as outlined in the *Information Pack Guidance for Planning Safe and Inclusive Council Events* (as provided in attachment 1) have been investigated and developed to enable Council to confidently plan, host and support safe events for the LGBTIQA+ community, as well as other diverse communities.

4. KEY POINTS/ISSUES

- 4.1 At its meeting on 19 July 2023, Council endorsed the LGBTIQA+ Action Plan 2023-26, committing Council to its vision for an Inclusive City where diverse LGBTIQA+ communities are safe, connected and celebrated.
- 4.2 At its meeting on 21 June 2023, Council moved a Notice of Motion:

That Council

- 1. Publicly reaffirms its commitment to the inclusion of LGBTIQA+ people in our community.
- 2. Condemns far right terrorism and hate speech perpetuated against the LGBTIQA+ community, their allies and supporters.
- Continue to work with the LGBTIQA+ Advisory Committee, Victorian Pride Centre, Municipal Association of Victoria, Victoria Police and other key bodies on the safe delivery of LGBTIQA+ programs, community events and recognition moving forward.
- 4. Report back to Council on item 3 above within six months.
- 4.3 At its meeting on 6 December 2023, Council voted to defer the item to a future Council meeting.
- 4.4 Since 2022, events for the LGBTIQA+ community have come with challenges due to hate speech and threats to the safety of staff, attendees, and performers. Council is committed to addressing these challenges to ensure it can continue to deliver LGBTIQA+ events safely.
- 4.5 Consultation with Council's LGBTIQA+ Advisory Committee, the Victorian Pride Centre, Municipal Association of Victoria, Victoria Police and other key bodies has been undertaken to draw on their knowledge and increase organisational capacity to safely deliver LGBTIQA+ programs, community events and recognition in future.



4.6 This consultation has produced key findings related to the current political climate, Council's role in this space and strategies to ensure the success of LGBTIQA+ events.

Continuing Council's commitment to safe and inclusive events

- 4.7 Council is firm in its commitment to supporting the LGBTIQA+ community and rainbow families through providing, facilitating, and hosting LGBTIQA+ events and programs.
- 4.8 Strategies, tools and measures (detailed in the following section) have been developed to address the 'how' of Council's ongoing approach to event and program planning. These aspects are designed to lead to the safe delivery of inclusive events and ensure that there is an appropriate balance between meeting community needs and addressing any concerns about public and/or staff safety.
- 4.9 It is recognised that Council has a responsibility to create and contribute to a safe environment for the community. This includes supporting diverse communities such as the LGBTIQA+ community.
- 4.10 While this report is in response to the 21 June 2023 Notice of Motion, Council's commitment to implementing this work and responding to community needs is ongoing, as affirmed in Council's LGBTIQA+ Action Plan and its strategic direction of an Inclusive Port Phillip.
- 4.11 It is recognised that avoiding, cancelling, not participating in, or hosting LGBTIQA+ events can potentially have adverse effects on the community.
- 4.12 Event planning needs to be detailed, robust and well thought out to ensure the successful delivery of LGBTIQA+ events.

Strategies for safe and inclusive events

- 4.13 Strategies, methods and tools have been investigated and developed to strengthen Council's event planning and processes, particularly for events intended for diverse groups or events that may be considered contentious or controversial.
- 4.14 A range of strategies have been identified for the delivery of safe and inclusive events through the application of learnings from previous events, feedback from stakeholders and good practice from local and state governments. Some aspects of these strategies have not been included in this report or the information pack due to their operational nature.
- 4.15 These strategies are summarised in attachment 1 *Information Pack Guidance for Planning Safe and Inclusive Events*, and include:
 - 4.15.1 Early Planning and Consultation: Planning well in advance is critical to the success of events and should consider key factors such as options for safe delivery, suitable location and venue, coordinated planning with partners and consultation with stakeholders.
 - 4.15.2 Strategic Promotion of Events: The messaging and language used in promoting an event, as well as the methods used to convey these communications, should be carefully considered according to the specific event and relevant context.
 - 4.15.3 Security or Police Involvement: Notifying Victoria Police ahead of time about an upcoming event is recommended. Greater involvement with local police or extra security measures could be deemed necessary according to whether the situation or event requires it. The Victoria Police Multicultural Liaison Unit, which has a dedicated LGBTIQA+ Liaison Officer role, is available for advice.



- 4.15.4 Partnering with Internal Stakeholders: Consulting with a variety of teams within Council can assist in ensuring that the nuances of an event have been well considered and multiple lenses and organisational needs have been addressed.
- 4.16 It is recognised that whilst this report and related work is in response to the Notice of Motion for LGBTIQA+ events and programs, the consideration of a broader social and political lens allows Council to be prepared for other events that may involve all diverse communities, or events that may be considered contentious or controversial.
- 4.17 In addition to considering strategies and measures to safely hold events, the *Social and Political Risk Checklist* (referenced in attachment 1) has been developed. This is an operational tool for Council officers to use in effectively preparing for events that have social and political elements.
- 4.18 The Social and Political Risk Checklist includes considerations such as:
 - Are diverse communities involved or the target group of the event?
 - Does this event relate to a wider social or political theme, topic or issue?
 - Have other councils or organisations run similar events that have encountered any issues?
 - Does this event involve participation or attendance of children?
 - Could the nature of this event and any potential issues create a reputational risk or communications impact for Council?
 - Has a risk assessment been completed that considers the context of social and political risk for this event?
 - Have controls or processes been put in place to mitigate identified risks?
 - Have Victoria Police been notified of the event well in advance of it taking place?
 - Have any other relevant external or internal stakeholders been consulted with as appropriate?
 - Does the nature of this event create any concerns for the safety and wellbeing of the public or Council staff?
- 4.19 The Social and Political Risk Checklist provides a mechanism for Council to ensure it is meeting its wide variety of obligations in running an event. This includes meeting community needs, ensuring public safety and adhering to Child Safe Standards and Occupational Health and Safety requirements.

5. CONSULTATION AND STAKEHOLDERS

- 5.1 Since June 2023, consultation has been undertaken in the development of this report and response to the Notice of Motion, with a focus on key local peak bodies and representatives of the LGBTIQA+ community, including:
 - City of Port Phillip's LGBTIQA+ Advisory Committee
 - Victorian Pride Centre
 - Municipal Association of Victoria (MAV)
 - Victoria Police



- Minus18
- Rainbow Community Angels
- Victorian State Government.
- 5.2 This consultation has informed the previous strategies, measures and processes detailed in 4.15 and attachment 1.
- 5.3 Consultation and collaboration are ongoing to ensure advice and expertise are up to date according to the changing landscape and latest recommendations.

6. LEGAL AND RISK IMPLICATIONS

- 6.1 Legal and risk implications pertaining to the safe delivery of LGBTIQA+ programs have been considered in this report and its associated attachment.
- 6.2 Council has a responsibility to ensure duty of care for officers and the community in the planning for and delivery of events. Occupational Health and Safety, as well as community safety, are key considerations in the risk management of events.
- 6.3 The strategies and tools developed to manage risk and support the delivery of safe and inclusive events have been aligned to and connected with Council's existing Risk Management Framework.
- 6.4 Within attachment 1, controls and strategies are detailed for officers to consider implementing to manage risk and any potential for issues.
- 6.5 Attachment 1 references the *Social and Political Risk Checklist*, which is an operational tool for Council officers to use in effectively preparing for events that may have social and political elements.
- 6.6 The Social and Political Risk Checklist has been developed to respond to what is considered a changing political climate, and to streamline the approach for officers to ensure appropriate and necessary risk management processes are undertaken.
- 6.7 The draft Social and Political Risk Checklist was pilot tested in preparation for two key Council events in January 2024 the We-Akon Dilinja (Mourning Reflection) dawn ceremony and the Pride Flag Raising Ceremony. As a result of the checklist being completed in both instances, the relevant risk assessments were strengthened in order for those events to proceed safely without disturbances and ensure sufficient security measures.

7. FINANCIAL IMPACT

- 7.1 There are no financial implications pertaining to the Social and Political Risk Checklist.
- 7.2 Most strategies and controls are considered cost neutral and will be delivered within existing event budgets however on occasion there may be additional costs (e.g. security guards).

8. ENVIRONMENTAL IMPACT

8.1 There are no environmental impacts pertaining to this report.

9. COMMUNITY IMPACT

9.1 Hosting events and programs for the LGBTIQA+ community, including those recognising days of significance, assist in creating a more welcoming and inclusive City.



- 9.2 Through the endorsement of the LGBTIQA+ Action Plan, Council commits to supporting its LGBTIQA+ community, which includes safely delivering inclusive programs, events and recognition.
- 9.3 There is an increasing understanding across tiers of government, primarily local government, of the need to strengthen event planning to consider security concerns in the delivery of LGBTIQA+ and other events for diverse communities, to create a safe environment for attendees.
- 9.4 Hosting events and programs for all diverse communities, including the LGBTIQA+ community, assists in creating social cohesion and inclusion. It can also attract residents and visitors to participate in the local economy.
- 9.5 It is recognised that avoiding, cancelling or not participating in or hosting LGBTIQA+ events can potentially have an adverse impact on the community.

10. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 10.1 The safe delivery of LGBTIQA+ programs, community events and recognition align with Council Plan 2021-32 Strategic Direction 1: *Inclusive Port Phillip*. This direction has the objective of 'a city that is a place for all members of our community, where people feel supported and comfortable being themselves and expressing their identities'.
- 10.2 Council's LGBTIQA+ Action Plan 2023-2026, sets out the needs and aspirations of LGBTIQA+ people in the municipality, establishing desired outcomes and guiding Council in its role of embedding LGBTIQA+ inclusion across Council activities. It provides the pathway to achieving its vision of 'an inclusive City where diverse LGBTIQA+ communities are safe, connected and celebrated'.

11. IMPLEMENTATION STRATEGY

11.1 TIMELINE

- 11.1.1 Ongoing: Council is committed to supporting its diverse communities, including the LGBTIQA+ community and rainbow families through providing, facilitating, hosting and partnering LGBTIQA+ events and programs. This includes the implementation of the LGBTIQA+ Action Plan 2023-2026.
- 11.1.2 Ongoing: Council continues to support, facilitate or host events for the LGBTIQA+ community year-round. These events can be delivered through various Council areas or services, such as library programming, youth events, the Midsumma Festival, or partnerships with organisations like Minus18.
- 11.1.3 Ongoing: Council officers conduct effective, robust and considered event planning, using the *Information Pack Guidance for Planning Safe and Inclusive Events* (attachment 1) for advice and the *Social and Political Risk Checklist* as an operational tool.
- 11.1.4 The tool will be incorporated into future events planning including the annual Midsumma Festival which takes place in the City of Port Phillip, celebrating LGBTIQA+ pride and culture. Council's involvement in the festival includes a stall at Midsumma Carnival, hosting the Pride Flag Raising Ceremony and hosting and participating in the Midsumma Pride March.



11.2 COMMUNICATION

- 11.2.1 Council will continue to work with the LGBTIQA+ community and relevant stakeholders previously mentioned, to support the delivery of safe and inclusive events.
- 11.2.2 A revised set of strategies, tools, and controls have been investigated and developed to enable Council to confidently plan and promote safe events for the LGBTIQA+ community, as well as other diverse communities.

12. OFFICER MATERIAL OR GENERAL INTEREST

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

ATTACHMENTS

1. Information Pack - Guidance for Planning Safe and Inclusive Events



Guidance for Planning Safe and Inclusive Council Events

About This Information Pack

This document is intended to guide Council Officers in understanding and planning for Council events that may have social and political elements. It is a companion piece to the Social and Political Risk Checklist, to provide context and advice for completing the checklist and the associated risk assessment. The current political climate has increased attention to some Council events, particularly those targeted towards diverse groups. This attention can have negative impacts on community, stakeholders or the safety of staff or attendees. To prepare for an event:

- Review this information pack.
- Complete the social and political risk checklist.
- · Complete a risk assessment.

Running inclusive events relates to Council's strategic direction of an Inclusive Port Phillip in the Council Plan, for a city that is a place for all members of our community, where people feel supported and comfortable being themselves and expressing their identities.

In holding a safe event, Council is required to undertake effective preparation and risk management processes. This is not only to comply with Occupational Health and Safety requirements and the Child Safe Standards, but to ensure the physical and psychological safety of community members and attendees. It is important to carefully plan an event to ensure its safety and success.

Diverse Groups and Cultural Considerations

People of diverse backgrounds have unique cultural sensitivities that may create extra safety considerations for an event. These attributes may be related to:

- Ability/disability
- Aboriginality
- Age
- Cultural background
- Ethnicity
- Gender
- Refugee status
- Religion

- Sex
- Sexuality
- Socio-economic status

In the current political climate, Muslim, Jewish, Indigenous and LGBTIQA+ communities may be targeted. However, the social and political landscape is constantly changing.

Intersectionality

It is recognised that diverse and marginalised communities are not 'single-issue' groups and do not exist separately to one another. Rather, humans have a variety of attributes and experiences that form their identity. These factors may 'intersect' to create compounding forms of discrimination and marginalisation for individuals.

1



Examples of Events from Other Councils

Highly vocal protestors and disruptors have increasingly posed a problem for local government and community organisations in recent years. This is particularly in relation to holding and running community events. These groups have previously targeted marginalised populations such as Aboriginal and Torres Strait Islander people, Muslim, Jewish and LGBTIQA+ communities. Racism, Islamophobia, antisemitism, homophobia and transphobia often play a role in the motivations of these groups. In a broader sense, the political landscape has become increasingly polarised. Below are some examples of other events from Councils in Victoria with social and/or political elements, that were impacted by highly vocal protestors and disruptors.

First Nations Events	On 26 January 2023, Merri-bek City Council hosted a mourning ceremony in recognition of the meaning of the day for Indigenous and Torres Strait Islander people. A small group of far-right extremists disrupted the event which required intervention from Victoria Police, forming a line between the protestors and the event attendees. The event was moved indoors and was able to continue.
LGBTIQA+ Events	Across multiple Victorian councils in 2022-23, events such as queer youth formals and drag story time have been targeted by far-right groups. This has often resulted in hate speech or anti-LGBTIQA+ rhetoric that is associated with the LGBTIQA+ grooming conspiracy theory. Threats and abuse were made towards organisations including to staff, Councillors and performers. In some cases, this resulted in postponement or cancellation of events due to safety concerns. At Monash City Council, approximately 200 people attended a Council meeting where a drag story time event was being discussed, and the meeting had to be temporarily suspended due to safety concerns.

Processes to Complete in Planning an Event

Risk Assessments

Council officers are required to complete risk assessments for events. Key reasons to conduct them include:

- To ensure the physical and psychological safety of all staff and attendees at an event.
- To consider any potential impacts to external or internal stakeholders and how to prepare for these.
- To minimise the risk of harm taking place as a result of the event or its potential cancellation.
- To give leaders confidence that an event has been well planned and considered and can safely proceed.

Risk assessments should be informed by Council's Risk Management Framework, which lays the foundations for Council's approach to risk.

Social and Political Risk Checklist for Council Events

In conjunction with a risk assessment and considering Council's Risk Management Framework, the social and political risk checklist needs to be completed for Council events. This checklist is to help embed thinking about how an event may relate to the wider social and political context. It is an essential tool for planning a safe event in an environment where opposing viewpoints present risk.



Some events may have cultural sensitivities that can create extra risks such as safety and security concerns. As a result, measures or controls may need to be put in place to ensure that the event runs smoothly. This planning can help to create a safe and inclusive environment for all staff and attendees, as well as manage any potential impacts to other external or internal stakeholders.

Strategies for Effectively Preparing and Safely Holding an Event

There are several strategies that can be incorporated into a risk assessment to ensure it is robust and addresses all potential impacts or issues. These strategies have been developed with application of learnings from previous events, feedback from stakeholders and good practice from local and state governments. A breakdown of steps for running a safe and inclusive event is provided on the intranet page, however strategies should be considered at all points and incorporated into the risk assessment, including:

- Early Planning and Consultation
- Strategic Promotion of Events
- Security or Police Involvement
- · Partnering with Internal Stakeholders

Early Planning and Consultation

Planning well in advance is critical to the success of events. It is strongly recommended that the planning of events begins at least 3 months in advance, for the following reasons:

- To allow for proper preparation including brainstorming, scoping and completion of a risk assessment and the social and political risk checklist.
- Receiving appropriate approvals and direction from managers to organise the event. A
 department manager may escalate approval of the event to a GM and ELT, if the risk is
 deemed high or significant.
- To give enough notice to potential external stakeholders (e.g. performers or speakers) for their own schedules, prior to making a booking.
- To consult with appropriate internal stakeholders as necessary and directed in the social and political risk checklist. These may include Council's communications, risk and ASSIST teams.

Strategic Promotion of Events

The messaging and methods used in the promotion of an event are integral to reaching its intended audience and maximising attendance. Considerations include:

- The wording and language used in describing and promoting an event should be carefully
 considered according to the specific event and relevant context.
- The methods used to promote the event, such as through newsletters, posters or social media platforms, should be strategically chosen so the event information reaches its target audience.

Security or Police Involvement

Security or Victoria Police may need to be involved depending on the context of the event.



- Local Police should always be notified ahead of time about an upcoming event.
- Victoria Police can assist with risk assessments and planning, depending on the nature of
 the event and real or potential risks identified. A request for police attendance at the event
 could be made, however they will consider attendance within their capacity and
 assessment of the risk.
- The Victoria Police Multicultural Liaison Unit can provide tailored advice for events for diverse communities, e.g. they have LGBTIQA+ Liaison Officer and Aboriginal Community Liaison Officer roles.
- If security is deemed to be necessary, appropriate procurement processes should be followed in order to choose an appropriate company that is attuned to the needs of diverse communities.

Partnering with Internal Stakeholders

It's important to consider how an event may impact other areas of Council. As such, the following is recommended:

- Liaise with the Communications team to notify them about the event ahead of time and any messaging needed.
- Notify ASSIST of the event ahead of time and provide short scripts on how staff could respond to any enquiries from the public.
- Consult with Council's Risk and Assurance team for advice on risk mitigation.
- Consult with Council's Health, Safety and Wellbeing team for advice on Occupational Health and Safety considerations.

Next Steps

To prepare for an event, ensure the following is completed:

- Review the intranet page for a breakdown of steps to take in planning an event.
- Do a quick google search to review the current context for an event and its intended audience and see if other councils have run similar events.
- Complete a risk assessment, in conjunction with the social and political risk checklist.

For further information contact Diversity, Equity and Inclusion: diversity@portphillip.vic.gov.au.



10. LIVEABLE PORT PHILLIP

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10.1 INKERMAN SAFETY IMPROVEMENT PROJECT - PROJECT

RECOMMENDATIONS

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

DEVELOPMENT

PREPARED BY: DAVID MACNISH, HEAD MAJOR TRANSPORT PROJECTS -

DOMAIN PRECINCT

CHRIS TSIAFIDIS, SENIOR TRANSPORT ENGINEER

JACK MCGUANE, TRANSPORT PLANNER

1. PURPOSE

1.1 To consider design options following community engagement for the Inkerman Safety Improvement Project and seek Council endorsement to proceed to detailed design and construction of a preferred design option.

2. EXECUTIVE SUMMARY

- 2.1 Council's <u>Creative and Prosperous City Strategy 2023-26</u> outlines Council's commitment to create a thriving social, cultural and economic future for the City of Port Phillip. The strategy seeks to deliver a prosperous City that attracts and grows businesses.
- 2.2 The Inkerman Safe Travel Corridor project was identified as the highest priority bike corridor in Council's Move Connect Live: Integrated Transport Strategy 2018-28. The strategy identified Inkerman Street as a protected bike lane from St Kilda Road to Hotham Street.
- 2.3 At the 5 May 2021 Council Meeting, Council endorsed the development of three concept designs.
- 2.4 Following a request from Councillors, in March 2023, Officers investigated a fourth 'do minimum' option and explored ways to reduce parking impacts in each design option. Design iterations have resulted in reduced parking impacts.
- 2.5 At the 18 October 2023 Council meeting Council agreed to release two concept designs for community engagement:
 - **Option A:** Safety improvements including a kerbside protected bike lanes.
 - Option B: Safety improvements including on-road buffered bike lanes
- 2.6 Both option A and B provide increased safety for all road users compared to existing conditions and allow for:
 - Re-sheeting of Inkerman Street between St Kilda Road and Hotham Street
 - Three new mid-block, accessible pedestrian priority crossing locations with flashing lights
 - Implementation of signalised 'early start' for pedestrians and bike riders at traffic lights and flashing 'Give Way to Pedestrians' signage
 - Bike lane marking on approach to and through signalised intersections, with green treatments and intersection marking



- Installation of green treatments and line-marking at unsignalised intersections, to provide awareness for bikes crossing
- Dedicated right turn signal phase at Chapel Street
- Installation of kerb extensions at two unsignalised intersections where crashes have occurred
- Introduction of a 40km/h speed limit
- Increase the width of parking bays to align with recommended widths and to accommodate parking of a broader range of vehicles on Inkerman Street
- 2.7 The primary differences between option A and B are:
 - Option A is a kerbside protected bike lane with elevated concrete barriers between cyclists and vehicles, Option B is a painted on-road bike lane with painted buffers between cyclists and moving vehicles and between cyclists and parked vehicles (to reduce car dooring).
 - Option A results in the loss of 114 parking spaces on Inkerman Street, Option B
 results in the loss of 14 parking spaces on Inkerman Street (assuming design
 changes proposed in this report)
 - The total estimated cost for Option A is \$9,378,750, for Option B is \$6,893,000 (including the road resurfacing costs and a 40% contingency).
 - While both options improve safety outcomes compared to existing road configurations, Option A has better safety outcomes and better alignment with Council policy.
- 2.8 Community engagement took place over 7 weeks (19 October to 7 December 2023). (inclusive of a two-week extension).
- 2.9 There was significant community participation with 1,742 responses received during the engagement period inclusive of 1,579 Have Your Say respondents as well as emailed and written submissions. The responses were from a diverse cross section of the community with most respondents living in suburbs where the project is located.
- 2.10 The below table outlines the percentage and total number of responses in support of each option.

Overall Responses						
Design Option	Total No.	Total %				
Option A	772	44.3%				
Option B	739	42.4%				
Other / neither	231	13.3%				
Total	1,742	100%				

2.11 The Engagement Summary Report was presented to Council at the 20 March 2024 Council meeting. Key themes from the engagement include support for increasing safety for all road users, providing safer and more inclusive riding options and providing more inclusive crossing options. Concerns focused on loss of on-street parking and



negative impacts reduced parking may have on residents and businesses. Other concerns related to access to disabled bays.

- 2.12 Proposed design changes in response to Council and community feedback include:
 - Additional safety measures for each design option including the installation of physical and rollover separators
 - Relocation of pedestrian crossing from Blenheim Street to Nelson/Raglan Street
 - Dedicated right-hand turn signal phase at Chapel Street
 - Review of parking restrictions on Inkerman Street to increase the number of cars able to park on Inkerman Street
 - Reduced parking loss for each option on Inkerman Street and opportunities for additional parking in side streets. There are 180 parking spaces on Inkerman Street. After investigating options for additional parking,
 - o under option A, 114 parking spaces will be removed. This is 2 fewer spaces being removed from that originally proposed during the project engagement.
 - Under option B, 14 parking spaces will be removed. This is 6 fewer spaces being removed from that originally proposed during the project engagement.
 - Two (2) additional parking spaces have been identified on side street within 100 meters of Inkerman Street.

These are shown in Attachment 3 and 4.

2.13 In summary, while Option A better aligns with the objectives of the project and Council's Integrated Transport Strategy and generally provides improved safety outcomes, the parking loss and associated impacts particularly on local businesses is significant. Local businesses are concerned that parking loss associated with Option A may adversely impact their business contrary to Council's <u>Creative and Prosperous City Strategy 2023-26</u> which seeks to attract and grow businesses. While Option B delivers fewer safety benefits compared with Option A, Option B improves safety outcomes compared to the existing road configuration and has significantly less parking loss. This report recommends that Council proceed with option B.

3. RECOMMENDATION

That Council:

- 3.1 Thanks community members who provided feedback on the Inkerman Streetscape Improvement Project.
- 3.2 Endorses proceeding to detailed design and construction of Option B: Safety improvements including on-road buffered bike lanes, and changes set out in Attachment 3.
- 3.3 Notes the total estimated construction cost of \$6,893,000, inclusive of road resurfacing works, with funding from Council's Sustainable Transport Reserve Fund and Asset Renewal budgets.



4. KEY POINTS/ISSUES

4.1 The Inkerman Safe Travel Corridor project proposes treatments to Inkerman Street between St Kilda Road and Hotham Street (Figure 1).



Figure 1. Map of Inkerman Safe Travel Corridor site

- 4.2 Inkerman Street is at the end of life and is due for re-sheeting. This will result in the removal of all road line-marking including the existing painted bike lanes.
- 4.3 Inkerman Street has a high number of recorded crashes compared to other Council-managed roads. The updated crash data obtained in December 2023 for the 5-year period ending in June 2022, showed a total of 31 crashes were recorded where road users obtained with serious or non-serious injuries.
 - 10 bike rider crashes were recorded (2 serious)
 - 10 pedestrian crashes were recorded (7 serious)
 - 5 motorcyclist crashes were recorded (2 serious)
 - 30 crashes involved cars and, mostly, involved two road users (3 serious car only crashes)
- 4.4 At the 5 May 2021 Council Meeting, Council endorsed the following project objectives:
 - Improve safety for all road users and attract a broader range of people of all ages and abilities to ride a bike,
 - Increase travel choices by providing a safe alternative to public transport and cars, and
 - Minimise and mitigate parking loss and maximise tree retention.
- 4.5 At the 18 October 2023 Council meeting Council agreed to release two options for community engagement. The two options aim to address repetitive crash history and identified safety risks and increase safety for all road users (including vulnerable users: pedestrians, bike riders, drivers and motorcyclists). They also aim to ensure waste collection, maintenance operations, emergency vehicles, vehicle turning requirements and sightlines and pedestrian accessibility is not impeded.



- 4.6 Each of the options:
 - Provide increased safety for all road users to varying degrees (vehicles, pedestrians, riders, and motorcycles)
 - Utilise the existing road footprint (kerb to kerb)
 - Reduce on-street parking availability (to differing degrees)
- 4.7 Community engagement occurred over a seven-week period (19 October 7 December '23).
- 4.8 At the 21 February 2023 Council meeting, Council resolved to amend the Action 18a of the Integrated Transport Strategy as follow:
 - 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 continue to explore opportunities for the provision of protected bike lanes in the City of Port Phillip."
- 4.9 At the 20 March '24 Council meeting the results of the community engagement and the Engagement Summary Report were presented to Council.
- 4.10 The results of the community engagement, associated Council report and meeting minutes can be found on the Council meeting website (2024 Meetings and Agendas City of Port Phillip). The key themes and proposed design responses are outlined in Attachments 2, 3 & 4.
- 4.11 An independent Road Safety Audit (Attachment 1) was undertaken to ensure design options addressed the key risks from the risk safety audit including:
 - Separation of riders from parked vehicles to reduce car dooring risks
 - Bike lane marking on approach to and through signalised intersections, with green treatments and intersection marking
 - Installation of green treatments and line-marking at unsignalised intersections, to provide awareness for bikes crossing
 - Dedicated right turn arrows at Chapel Street
 - Implementation of signalised 'early start' for pedestrians and bike riders at traffic lights and flashing 'Give Way to Pedestrians' signage
 - Three mid-block, accessible pedestrian priority crossing locations
 - Installation of kerb extensions at two unsignalised intersections where crashes have occurred
 - Introduction of a safer 40km/h speed limit
- 4.12 Other design features are outlined below:

Option A: Safety improvements including a kerbside protected bike lanes
Physically protected, 2.2m wide kerbside bike lanes with buffered parking on one side
of the road, three dedicated pedestrian crossings with flashing lights and kerb
outstands at side streets.



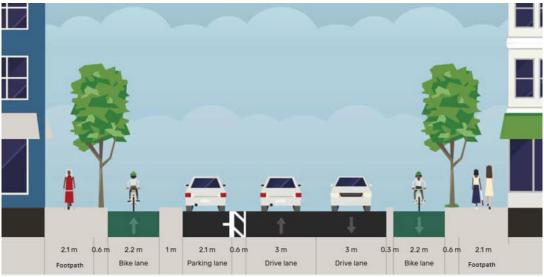


Figure 4. Option A. Road layout



Figure 5. Wellington Street Collingwood – similar road layout and dimensions to Option A.

4.13 Summary

- Design features: This option provides space for various bike types and speeds, providing less confident riders with the greatest level of comfort and will facilitate the highest uptake of riding. Drivers have clear space to exit vehicles. Pedestrians have priority crossing locations at mid-block locations and clear sightlines to bikes and vehicles.
- Safety outcome: Based on the Safe System Analysis considering all road users, this option provides the highest safety increase from existing conditions.
- Strategic outcome: This option aligns with some project objectives and aligns with Council's Integrated Transport Strategy ensuring rider safety for people of all ages and abilities. The objective not adequately satisfied is minimising impact on parking.



- Financial elements that have the highest cost impact for this option in order are as follows:
 - Re-sheeting
 - Separator kerbs for bike lanes
 - Pedestrian crossings with flashing lights
 - Early starts for pedestrians and riders at signalised intersections and relocation of detector loops
 - Kerb outstands
- Impacts: This option has the highest impact on parking (loss of 116 bays over the 1.2km length reduced to 114 through design changes).

Parking on Inkerman Street: On average, during peak occupancy times, parking bays on Inkerman Street would be at 100% capacity requiring use of parking in side streets.

Parking on and within 100m of Inkerman Street: On average, during peak occupancy times, parking bays on and with 100m of Inkerman Street will be at 96% capacity (detailed below the heading Parking Impacts).

Some 'unrestricted' parking bays on Inkerman Street may be used for all day parking. To increase parking availability new parking controls could be considered to increase turn over and free up parking spaces. Parking controls could also encourage off street parking where available and could help in prioritise bays for residents with a parking permit.

 The option provides the safest overall outcome for road users, aligns with Council's endorsed strategies and is a similar approach to the St Kilda Road bike corridor.

4.14 Option B: Safety improvements including a on-road buffered bike lanes

On-road 1.2m bike lanes located between parking and traffic lanes, with painted buffers on either side, parking on both sides of the road, three dedicated pedestrian crossings with flashing lights and kerb outstands.



Figure 7. Option B. Road Layout





Figure 8. Moray Street, South Melbourne - buffer treatment similar to Option B

4.15 Summary:

- Design features: This option provides a buffer on each side to protect bike riders. It
 provides wider parking bays and a buffer between parked cars and the bike lane
 for drivers to exit the vehicle. While existing riders would feel safer, it may not
 encourage less confident riders to start riding. Pedestrians have priority crossing
 locations at mid-block locations and clear sightlines to bikes and vehicles.
- Safety outcome: Based on the Safe System Analysis considering all road users, this option has a lower safety increase than Option A but is safer than existing conditions. The option provides increased safety for existing riders and riders who are comfortable using buffered bike lanes.
 - It is noted that the buffer adjacent the parking bays does not fully accommodate the car-dooring zone, which means that, when car doors open, a car door will partially encroach into the cycle lane. As part of the detailed design officers have proposed the investigation of opportunities to adjust the buffers on either side of the bike lane to increase separation from parked vehicles and reduce the risk of car dooring. Adjustments would result in a bike lane similar to the Moray Street onroad bike lanes (see Figure 8 above).
- Strategic outcome: This option aligns with the project objectives of reducing parking impacts but does not align with the objective to increase ridership or with Council's Integrated Transport Strategy as it does not provide rider safety for people of all ages and abilities.
- Financial elements that have the highest cost impact for this option in order are as follows:
 - Re-sheeting
 - Pedestrian crossings with flashing lights
 - Early starts for pedestrians and riders at signalised intersections and relocation of detector loops



- Kerb outstands
- 4.16 Impacts: This option has minimal impact on parking (loss of 20 bays over the 1.2km length reduced to 14 through design changes).
- 4.17 Parking on Inkerman Street: On average, during peak occupancy times, (based on a 20 bay reduction of parking on Inkerman Street) parking bays on Inkerman Street would be at 82% capacity and not requiring use of parking in side streets.
- 4.18 Parking on and within 100m of Inkerman Street: On average, during peak occupancy times, parking bays on and with 100m of Inkerman Street will also be at 82 %capacity (detailed below the heading Parking Impacts.

As per option A, restrictions to currently unrestricted parking bays on Inkerman Street would provide additional parking availability.

PARKING IMPACTS

- 4.19 An independent parking assessment was undertaken using February 2022 parking occupancy data.
- 4.20 'Occupancy' includes available parking on side streets within 100m (less than a 3-minute walk) of Inkerman Street. There are 6 number of bays within this catchment is 633 car bays with 180 bays on Inkerman Street.
- 4.21 Below is a summary of the impact on parking. It does not take into account the additional bays identified during recent reviews (2 additional bays for Option A and 6 additional bays for Option B).
- 4.22 Based on parking survey the designs have the following parking impacts for the **100m** catchment area:
 - Existing 78% parking occupancy during peak times
 - Option A 96% parking occupancy during peak times
 - Option B 82% parking occupancy during peak times
- 4.23 Parking on Inkerman Street (excluding the catchment area), peak occupancy (highest recorded) occurs around lunch time:
 - Existing 65% average parking occupancy
 73% average parking occupancy during peak times
 - Option A >100% average parking occupancy,
 - > 100% average parking occupancy during peak times
 - Option B 73% average parking occupancy,
 - 82% average parking occupancy during peak times
- 4.24 Additional parking bays identified and changes to parking restrictions would increase available parking for each option on Inkerman Street.



4.25 The following table summarises the above information by section:

Inkerman St sections:	Section 1 St Kilda Rd to Chapel St	Section 2 Chapel St to Westbury St	Section 3 Westbury St to Hotham St	Totals
Parking Supply Existing parking supply on Inkerman St and side streets within each section up to 100m	172	301	160	633
Occupancy Peak Occupancy Observed	143	229	124	496
(%)	83%	76%	78%	78%

Option A				
Parking Reduction	46	43	27	116
Parking Supply	126	258	133	517
Resulting Peak Occupancy	113%	89%	93%	96%

Option B					
Parking Reduction	8	6	6		20
Parking Supply		164	295	154	613
Resulting Peak Occupancy		87%	78%	81%	82%

DESIGN RESPONSE TO COMMUNITY FEEBACK / KEY THEMES

- 4.26 Key themes and commentary were identified from the 1,579 Have Your Say (HYS) survey responses, pop-up sessions and 61 project emails.
- 4.27 There was a total of 396 free text survey comments that selected Option A and 366 free text survey comments that selected Option B and 142 comments from those who selected neither option.
- 4.28 Key themes from the text survey relating to the proposed project and design options were outlined in the 20 March 2024 Council report.
- 4.29 Attachment 2 includes a summary of the key themes with associated officer responses and Attachment 3 includes a diagram showing locations of proposed design changes for consideration for both Option A and Option B.
- 4.30 Responses to the key themes, including proposed mitigation measures are subject to detailed design, technical review and will be reviewed using Road Safety Audits during detailed design.

Proposed Design Changes

4.31 Both Options (A and B)

These changes are applicable to both design options and recommended for incorporation:



- Relocation of the proposed zebra crossing proposed between Young Street and Blenheim Street to between Raglan Street and Nelson Street
- Modification to signal phasing at Chapel Street and Inkerman Street to provide a dedicated right turn phase for north bound vehicles
- Parking adjustments to Inkerman Street and side streets to allow for additional parking bays identified through the Parking Opportunity Investigation (see following section)
- Incorporate a physical separator (concrete kerbing) between bike lane and traffic lane, on approach and departure to signalised intersections where there is adequate room with no impact to traffic lanes or parking
- Provide concrete kerb on approach to sides street intersections where there is adequate room with no impact to traffic lanes or parking
- Increase gradient of raised threshold treatments at side streets to help reduce speeds at conflict points
- Investigate 'intermittent rollover separator' (low profile riley kerb) at crossovers with high vehicle volumes and/or access is provided to multiple parking spaces
- To increase parking supply and in response to concerns by business investigate changes to parking restrictions, (separate to this project) to consider:
 - Short-term Parking Restrictions to replace unrestricted parking bays
 - Saturday restrictions
 - Dedicated DDA bays on Inkerman Street or side streets

Note: High turnover parking is not generally recommended for Option B other than in some locations where safe. This is due to safety issues arising from frequent vehicle movements for parking conflicting with riders.

4.32 Option A specific design changes

Proposed design changes to Option A (should this option proceed):

- Investigate an increase the kerb separation (between bike lane and traffic lane) on the northern side to provide a refuge space.
- Investigate pedestrian priority crossings over the bike lane (such as raised bike lane zebra crossings) with supporting signage and line marking, at key locations where businesses cater to older or disabled customers.

4.33 Option B specific design changes

Proposed design changes to Option B (should this option proceed):

- Incorporate 'rumble strip' to outer edge of traffic lane (edge of bike lane buffer) to increase driver and rider awareness and reduce vehicle drifting
- Investigate adjustments to the buffers on either side of the bike lane to increase separation from parked vehicles.
- Investigate buffers for parking adjacent to intersections where no buffer between parking and bike lane is provided, where there is adequate room and no impact to traffic lanes or parking



Parking Opportunity Investigations

- 4.34 As per the 18 October '23 Council resolution, investigations have occurred to identify increased parking on Inkerman Street and on side streets within 100m of Inkerman Steet.
- 4.35 The design changes considered:
 - Removal of redundant crossovers
 - Introduction of new kerb extensions / outstands
 - Changes to no-parking restrictions where bays could be safely provided
- 4.36 Additional bays are subject to detailed design, vehicle swept-path testing, road safety audits and, for restriction changes, consultation with adjacent landowners.
- 4.37 Officers have provided high level cost estimates for the additional works. The estimates include a 50% contingency as there is currently no concept design for the changes. This aligns with Council's Project Contingency Framework.
- 4.38 Adjustments to incorporate additional parking are as follows:

4.39 Side Streets

Officers have identified an additional 2 parking bays on side roads in both options A and B, these are recommended for inclusion. This would be achieved by changing restrictions from "No Parking" (on Malakoff St). The cost of changing the signage would be funded through existing BAU budget.

Two additional parking bays located approximately 100m from Inkerman Street were also identified. These have not been recommended for inclusion due to the proximity to Inkerman Street (100m from Inkerman Street) and would be at an indicative cost of 90k including GST for kerb outstands required to enable appropriate sightlines.

4.40 **Option A**

Potential to increase the parking by two bays on Inkerman Street with adjustments to Option A. The indicative cost is \$150k including contingency.

- Two additional parking bays on Inkerman Street:
 - One bay associated with kerb outstands (South side: adjacent to Chusan St)
 - One bay associated with removal of a redundant crossover inclusive of kerb and channel adjustments (305 Inkerman Street, St Kilda)
- Indicative cost: \$150k incl. 50% contingency.
- Note: Two bays on Inkerman Street were identified and included prior to engagement.

4.41 **Option B**

Potential to increase the parking by a total of six bays on Inkerman Street with adjustments to Option B. The indicative cost is \$315k including contingency.

 5 bays associated with kerb outstands (South side: adjacent Camden St, Balston St and Chusan St. North side: adjacent Queen St & Sebastopol St)



 1 bay associated with removal of a redundant crossover inclusive of kerb and channel adjustments (305 Inkerman Street, St Kilda)

If the above was adopted, the impacts on each design inclusive of changes on side streets would be as follows:

	Parking Reduction along Inkerman St	Parking On Side Roads	Additional Parking Identified	Net Parking Loss (if additional parking options are adopted)
Option A	-116 (64 bays remaining)	453	On Inkerman Street: +2 On Side Roads: +2	-112 (100m catchment) (-114 bays on Inkerman Street)
Option B	-20 (160 bays remaining)	453	On Inkerman Street: +6 On Side Roads: +2	-12 (100m catchment) (-14 bays on Inkerman Street)

5. CONSULTATION AND STAKEHOLDERS

- 5.1 Community engagement occurred over a seven-week period (19 October 7 December '23). At the 20 March '24 Council meeting the results of the community engagement and the Engagement Summary Report were presented to Council.
- 5.2 The results of the community engagement (including business specific feedback), associated Council report and associated meeting minutes can be found on the Council meeting website (2024 Meetings and Agendas City of Port Phillip).
- 5.3 Council received 1,579 Have Your Say (HYS) survey responses (online or hard copy) which is high compared to other Council projects.
- 5.4 Of the 1,579 survey participants the majority (1,048) identified as living on Inkerman Street or surrounding streets. Where respondents identified their suburb, the top three suburbs represented were St. Kilda East (511), Balaclava (364) and St. Kilda (350), making up 77.6% of all respondents. The project area is contained within these three suburbs.

BUSINESS SPECIFIC FEEDBACK SUMMARY

- 5.5 An overview of business specific feedback was outlined in the 20 March '24 Council meeting report.
- 5.6 Council records indicate that 43 businesses with a commercial tenancy are located along Inkerman Street between St Kilda Road and Hotham Street. In 42 individual HYS survey responses the respondent identified themselves as running a business on Inkerman Street. Officers interviewed 36 businesses.
- 5.7 HYS survey responses from businesses showed a clear preference for Option B over Option A. Results were as follows; 9 (21.4%) selected a preference for Option A, 26 (61.9%) selected a preference for Option B and 7 (16.7%) preferred neither design option.
- 5.8 Most businesses interviewed commented that parking reduction would have an adverse impact on their business.



5.9 Several businesses identified that disabled access was critical to their business and customer base. Some businesses identified that they provide a specialist service to parts of the community, and that some customers need to drive to Inkerman Street as they do not have alternate service choices available. Option A or B will not remove DDA parking bays.

COMMUNITY ENGAGEMENT - KEY FINDINGS

- 5.10 A summary of the key findings from the Engagement Summary Report tabled at the 20 March '24 Council meeting is outlined below.
- 5.11 The survey responses showed that there is a variety of views within the community in relation to the project and support for both options. The below table outlined the percentage and total number of responses in support of each option.

The data includes responses received during the engagement period including, HYS, pop-up surveys, project emails (excluding those who provided a HYS response) and a bulk email-submission.

Overall Responses					
Design Option	Total No.	Total %			
Option A	772	44.3%			
Option B	739	42.4%			
Other / neither	231	13.3%			
Total	1,742	100%			

Note: the bulk email-submission (55 people) identified Neither Option <u>or</u> Option B on behalf of the represented parties. The submission also noted a preference for several changes for inclusion that are also included in Option B. The submission has been in included as 'Other/Neither' in the above table.

5.12 Survey participants living on Inkerman Street and the surrounding streets who provided feedback through Have Your Say responded as follows:

HYS Survey Respondents that live on Inkerman or surrounding streets				
Design Option	Total No.	Total %		
Option A	442	42.2%		
Option B	506	48.3%		
Other /neither	100	9.5%		
Total	1,048	100%		

5.13 The project area is contained wholly within St Kilda East, Balaclava and St Kilda. The majority of HYS survey respondents, 1,226 of the 1,579, were from these three suburbs equating to 77.6% of HYS respondents (or 70% of all respondents).

Participants from these suburbs, inclusive of businesses, responded as follows:



HYS and Pop-up Surveys Respondents from suburbs that the project is wholly within.			
Design Option Total No. Total %			
Option A	531	43%	
Option B	577	47%	
Other / neither	118	10%	
Total	1,226	100%	

5.14 Businesses on Inkerman Street that provided feedback through Have Your Say responded as follows:

HYS Survey Respondents that run a business on Inkerman Street			
Design Option	Total No.	Total %	
Option A	9	21.4%	
Option B	26	61.9%	
Other / neither	7	16.7%	
Total	42	100%	

- 5.15 Prioritising project outcomes was included in the HYS survey, 90.7% of respondents completed this question. Irrespective of the design option selected, participants identified the following two options in their 'top-three' priorities:
 - Providing increased safety for all road users
 - Providing safer more inclusive crossings
- 5.16 Younger survey participants (aged under 35) were more likely to select Option A. Older survey participants (aged over 50) were more likely to select Option B. Those between 35-49 were evenly split.

Resident Petitions

- 5.17 Council has received two petitions related to the project.
- 5.18 On 10 April Council received a petition on the Inkerman Street project containing 1,306 signatures requesting that Council not endorse, recommend, or proceed to implement Option A. The petition was received about 18 weeks after the closure of the community engagement period.

The petition was tabled at the 17 April 2024 Council meeting where Council resolved to:

- receive and note the petition,
- thank the petitioners for their petition, and
- note that a report on the Inkerman Safety Improvement Project would be considered by Council at an upcoming Council meeting to determine how to proceed with the project and, that the petition will be noted within the report.



5.19 Following the above Council meeting, 24 April Council received a joint petition on the Inkerman Street project containing 524 signatures (166 hard copy and 358 online signatures). The petition requests that Council not remove any parking on Inkerman Street.

The petition was tabled at the 1 May 2024 Council meeting where Council resolved to:

- receive and note the petition,
- thank the petitioners for their petition, and
- note that a report on the Inkerman Safety Improvement Project would be considered by Council at an upcoming Council meeting to determine how to proceed with the project and, that the petition will be noted within the report.

6. LEGAL AND RISK IMPLICATIONS

- 6.1 Council has an obligation to mitigate high-risk environments that impact the local community, particularly where the asset is owned and managed by Council, as is the case with Inkerman Street. Given the corridor's crash history, addressing safety risks helps Council discharge its liability.
- 6.2 Council requires approval from the Department of Transport and Planning for any works that are major traffic control items. The following safety treatments proposed in both project options are considered major traffic control items: speed limit reduction, modification to signals, installation of pedestrian zebra crossings with flashing lights and modifications to clearway signage. Whilst officers have received 'in principal support' from DTP, formal support will be sought as part the next phase of the project.
- 6.3 The project will require Council to work with the utility companies where their assets need to be relocated. Permits from utility companies will be applied for as part of the detailed design process.

7. FINANCIAL IMPACT

- 7.1 The Inkerman Safe Travel Corridor has funding allocated in the Council Budget.
- 7.2 Inkerman Street's road-surface is in average/poor condition and requires re-sheeting. The re-sheeting works are part of Council's Asset Renewal Program and budget.
- 7.3 Given the crash history, Council will seek funding through the Federal Blackspot Program and the Transport Accident Commission's Safe Local Roads and Streets Program to reduce budgetary impact on Council.
- 7.4 A cost estimate, prepared by the project consultant for the concept designs is detailed below (officers have applied a 40% contingency).

Description	Option A		Option B	
Project cost				
St Kilda Road to Hotham	\$	4,736,250	\$ 2,800,000	
40% Contingency	\$	1,894,500	\$ 1,120,000	
Hydraulic Modelling allowance (cost TBD)	\$	100,000	n/a	
Sub-total	\$	6,730,750	\$ 3,920,000	
Re-sheeting costs				



St Kilda Road to Westbury	\$ 1,280,000		\$ 1,280,000	
Westbury to Hotham	\$	440,000	\$ 440,000	
40% Contingency	\$	688,000	\$ 688,000	
Sub-total	\$	2,408,000	\$ 2,408,000	
Total	\$	9,138,750	\$ 6,328,000	

Melbourne Water has indicated that hydraulic modelling, to understand if there is any impacts on water flow paths resulting from the project, will be necessary for Option 1 (a) at an estimated cost of between \$40,000 to \$100,000. This has been included above.

7.5 Should Council adopt the changes to parking and the proposed additional safety measures (included in Attachments 3 and 4) the associated costings would be as follows:

Description	Option A		Option B
Project cost			
St Kilda Road to Hotham	\$	4,736,250	\$ 2,800,000
40% Contingency	\$	1,894,500	\$ 1,120,000
Adoption of Parking Changes			
On Inkerman Street	\$	100,000	\$ 210,000
50% Contingency	\$	50,000	\$ 105,000
Allowance for adoption of additional safety measures	\$	60,000	\$ 100,000
50% Contingency	\$	30,000	\$ 50,000
Hydraulic Modelling allowance (cost TBD)	\$	100,000	\$ 100,000
Sub-total	\$	6,970,750	\$ 4,485,000
Re-sheeting costs			
St Kilda Road to Westbury	\$	1,280,000	\$ 1,280,000
Westbury to Hotham	\$	440,000	\$ 440,000
40% Contingency	\$	688,000	\$ 688,000
Sub-total	\$	2,408,000	\$ 2,408,000
Total	\$	9,378,750	\$ 6,893,000

Hydraulic / flood modelling (outlined in item 7.4) will be necessary for both options at an estimated cost of between \$40,000 to \$100,000. For Option B, this is due to proposed design changes and new kerb outstands to enable additional parking. This has been included in the above costs.

7.6 Design changes proposed in response to the engagement process have been included.



8. ENVIRONMENTAL IMPACT

- 8.1 Prioritising the delivery of comfortable, safe, continuous, and connected protected bike lanes will encourage increased bike riding. Providing a streetscape amenable to walking and riding allows car journeys to be avoided, with an associated decrease in community greenhouse gas emissions in Port Phillip. Private vehicle use presently accounts for 14 per cent of the City's emissions. This is expected to increase to nearly 50 per cent of local emissions by 2040.
- 8.2 Opportunities have been investigated to provide new tree planting and water-sensitive urban design features. Option A but not Option B would increase tree canopy cover and support biodiversity, providing shade, passive irrigation, and improved water quality.

9. COMMUNITY IMPACT

- 9.1 The project responds to ongoing safety issues and personal injury risks and seeks to increase transport choices and provide healthier lifestyles. It supports local connectivity, giving people the choice to safely walk or cycle to nearby destinations including shops, parks and services.
- 9.2 Removal of on-street parking is a concern for some residents and particularly local businesses. Changes to mitigate parking loss include changes to existing parking restrictions to increase turnover and increase availability.

SOCIAL IMPACT

- 9.3 The project responds to existing safety issues and aims to addresses challenges of growth in our city and the precinct by improving travel choices.
- 9.4 The project aims to reduce the need for car travel improving physical health and wellbeing.

ECONOMIC IMPACT

9.5 Loss of on-street parking outside commercial space could adversely impact business. Changes to existing parking restrictions could increase parking access.

10. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

10.1 The Inkerman Safety Improvement Project aligns to Strategic Direction 2 of the adopted Council Plan 2021-31:

Liveable: Port Phillip 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.

11. IMPLEMENTATION STRATEGY

11.1 TIMELINE

- 11.1.1 Indicative timeline for works is as follows;
 - May 2024 Community update
 - May 2025 Detailed Design Completion
 - April 2026 Lighting design and service relocations
 - Late 2026 Completion of procurement



• Late 2027 - Completion of construction

11.2 COMMUNICATION

11.2.1 Community Update – emailing community members that have subscribed to the project via Council's Have Your Say on Council's decision.

12. OFFICER MATERIAL OR GENERAL INTEREST

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

ATTACHMENTS

- 1. Inkerman Street Existing Conditions RSA
- 2. Key themes and officer responses
- 3. Option A Design Changes 🔠 🗓
- 4. Option B Design Changes

Inkerman Safety Improvement Project Existing Conditions Road Safety Audit (RSA) & Summary Note



ATTACHMENT 1

This attachment includes the following:

- Existing condition description
- Road Safety Audit Key Items Summary
- Independent Road Safety Audit Inkerman Street existing condition

EXISTING CONFIGURATION

1.1 Inkerman Street is a Council owned and managed road with a speed limit of 50 km/hr. Drivers exiting a parked vehicle open the car door and exit the vehicle directly into the bike lane. There is no buffer between the parked vehicles and rider travel path within the bike lane.

The existing bike lanes are 1.6m wide and are located directly adjacent parked cars, between the parking and the moving traffic lane. At the approach to some intersections there is no bike lane present with riders required to use the vehicle traffic lane.

The existing car park widths on Inkerman Street are 1.9m which is below the recommended Australian standards. Many vehicles are wider than the 1.9m width parking bays when including side mirrors, for example a small vehicle such as a Mazda 2 Hybrid has a width of 2.02m inclusive of side mirrors and a vehicle such as a Subaru Forester has a width of 2.065m inclusive of side mirrors. Parked vehicles often protrude into the bike lane due to the limited width.

Dedicated crossing locations for pedestrians are only located at intersecting roads that have traffic lights. Mid-block pedestrian crossing is done 'informally', utilising the median as a refuge location. Informal crossing locations do not allow for all community members.



Figure 2. Image showing road layout and (small) vehicle parking on Inkerman Street

Inkerman Safety Improvement Project Existing Conditions Road Safety Audit (RSA) & Summary Note





Figure 3. Image showing bike lane approach to traffic lights and parked vehicles encroaching into the bike lane on Inkerman Street

ROAD SAFETY AUDIT KEY ITEMS SUMMARY

1.2 An independent Road Safety Audit (RSA) of the existing conditions identified the following key risks (extracts from RSA) that will be address through the project:

Car Dooring

Safe Systems Tolerance: Within tolerable

Car doors opening into the path of a cyclist in an inherent risk when parallel parking is provided on street with no separation or protection for cyclists.

The crash data indicates 3 car dooring crashes occurred in the 6-year period analysed (at the time the audit).

There is no separation between parked cars and the bicycle lane to mitigate the risk. The car parking lane is approximately 1.9m and cars typically park very close or overhanging the edge of the bike lane, thereby increasing the risk of car dooring. With the majority of parking along the street limited to 1 or 2 hours, there is a significant turnover of parking throughout the day, also increasing the risk.

Bicycle lanes

Safe Systems Tolerance: Above tolerable

With no protection for cyclists from adjacent vehicles, or any separation between the bicycle lane and the traffic lane, there is a risk of vehicles striking a cyclist from behind or side swiping a cyclist. Given the kerbside parking, cyclists are likely to position themselves closer to the traffic lane to mininising car dooring risk, thereby increasing the risk of being struck by a vehicle.

• Filtered right turns at Chapel Street and Westbury Street intersections Safe Systems Tolerance: Within tolerable

Filtered right turn movements are permitted at the Chapel Street and Westbury Street

Inkerman Safety Improvement Project Existing Conditions Road Safety Audit (RSA) & Summary Note



intersections which increases both the risk of a pedestrian crossing with a green walk signal being struck by a right turning vehicle and right-through type vehicle-to-vehicle crashes. The crash data review indicates a history of these types of pedestrian crashes at both intersections. Typically, right turn vehicles would be travelling at speeds below 30km/h, i.e. within safe system tolerance for vehicle-to-pedestrian crashes. At the Chapel Street intersection illuminated Give Way to Pedestrians signs have been installed facing right turning vehicles on each leg to partly mitigate the risk. Static Give Way to Pedestrians signs are provided on 2 legs of the Westbury Street intersection.

Mid-block pedestrian crossing movements

Safe Systems Tolerance: Above tolerable

During the site visit, numerous pedestrians were observed crossing Inkerman Street near Aldi (i.e. west of Mariott Street). There are no facilities in this location to assist pedestrians crossing. Without appropriate facilities, pedestrian crossing movements are spread out and less predictable for motorists, increasing the risk of a pedestrian being struck by a vehicle. Mobility impaired pedestrians or those with prams may find it difficult to cross at this location. It is noted that the only kerb ramps provided to facilitate pedestrians crossing mid-block between St Kilda Road and Chapel Street are located east of Henryville Street.

Similarly, there are no mid-block crossing facilities between Chapel Street and Westbury Street, or between Westbury Street and Hotham Street. Pedestrian crossing demand was observed near the railway bridge and opposite Hewison Reserve.

• Termination of bicycle lanes at St Kilda Road and Chapel Street Intersections Safe Systems Tolerance: Above tolerable

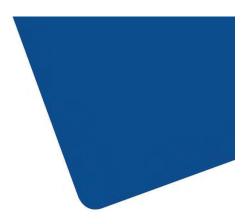
Currently bicycle lanes on Inkerman Street terminate prior to the signalised intersections at St Kilda Road and Chapel Street, although bicycle boxes are provided. At Chapel Street, bicycle lanes re-commence approximately 80m past the intersection. Where cyclists have no dedicated road space they are more likely to be side swiped by a passing vehicle, potentially at speeds exceeding the safe system tolerance.





ROAD SAFETY AUDIT

EXISTING CONDITIONS ROAD SAFETY AUDIT
INKERMAN ROAD, ST KILDA EAST
18 OCTOBER 2021



INKERMAN ROAD, ST KILDA EAST

CLIENT: City of Port Phillip

OBT JOB NUMBER: 21276



Suite 2.03, 789 Toorak Road Hawthorn East, Victoria 3123

T: 61 3 9804 3610 **W:** obrientraffic.com ABN 55 007 006 037

AUDITORSJemima Macaulay

Peter Eady



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2	CRASH HISTORY	6
3	FINDINGS, RECOMMENDATIONS & DECISION TRACKING	7
4	CONCLUSIONS	24
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1 INTRODUCTION

1.1 SAFETY AUDIT DEFINITION & PURPOSE

Safety Audit is a formalised process to:

- Identify potential safety problems for road users and others affected by a road project; and
- Ensure that measures to eliminate or reduce the problems are fully considered.

It can be carried out at the following project stages:

- · feasibility stage;
- preliminary design stage;
- · detailed design stage; and
- pre-opening stage.

A road safety audit may also be conducted:

- for roadwork traffic management required during construction of significant projects; and
- on the existing road network.

This is an Existing Conditions Road Safety Audit.

1.2 THE AUDIT TEAM

The audit team comprised:

- Jemima Macaulay, Director, O'Brien Traffic Senior Road Safety Auditor; and
- Peter Eady, Senior Traffic Engineer, O'Brien Traffic Road Safety Auditor.

As part of this Road Safety Audit the site has been inspected Wednesday 6th October 2021, during the afternoon and evening. The weather during the site inspections was fine and mild.

Prior to this audit, the auditors have not had any involvement with the design or development of the project.

1.3 AUIDT LOCATION

The audit site is Inkerman Road, between St Kilda Road and Hotham Street, in St Kilda East, as shown in **Figure 1**.

96



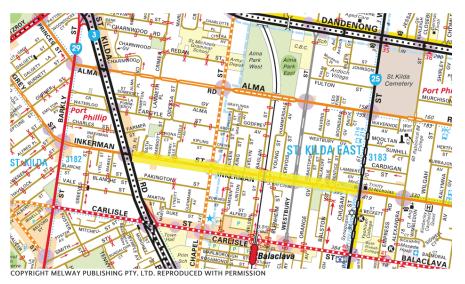


FIGURE 1: LOCATION OF AUDIT SITE (HIGHLIGHTED IN YELLOW)

Inkerman Street is a Major Council Road. It has a traffic lane, bicycle lane and parking lane in each direction separated by a painted central median with intermittent islands. Kerbside parking restrictions are typically 1P or 2P from 8am to 6pm Monday to Saturday. Signalised intersections are located at St Kilda Road (outside audit area), Chapel Street, Westbury Street and Hotham Street (outside audit area). A 50km/h speed limit applies to Inkerman Street through the audit site.

A view of Inkerman Street is provided in Figure 2.



FIGURE 2: VIEW OF INKERMAN STREET, BETWEEN WESTBURY STREET AND HOTHAM STREET, FACING WEST

1.4 PREVIOUS AUDITS

The auditors are not aware of any previous audits of Inkerman Street.



1.5 INFORMATION AVAILABLE FOR AUDIT

No documents were provided for the audit.

1.6 AUDIT PROCESS & FORMAT

This audit has been carried out generally in accordance with Austroads Guide to Road Safety Part 6: Managing Road Safety Audits (2019) and Austroads Guide to Road Safety Part 6A: Implementing Road Safety Audits (2019).

As per Section 3.3 of Part 6, Safe System principles are incorporated into the RSA process. The Safe System approach considers key crash types that may lead to fatal or serious injury crashes and whether crash forces are within the Safe System tolerances for the given crash type. Safe System Impact Speeds for the key crash types (see **Figure 3**) represent collision impact speeds below which the chances of survival are high and the likelihood of serious injury is low.



SOURCE: VICROADS SAFE SYSTEM ASSESSMENT REPORT TEMPLATE (2018) - SECTION 1.2

FIGURE 3: SAFE SYSTEM IMPACT SPEEDS

Section 4.8 C of Part 6A presents a useful indication of the level of risk based on crash severity, crash exposure and crash likelihood, and how to respond to it. Tables 4.1 to 4.4 of the Guide are reproduced in **Tables 1 to 4** below.

The frequency of the risk (**Table 1**) and the severity of the risk (**Table 2**) can be used to select the risk category - Intolerable, High, Medium, Low as shown in (**Table 3**), and in turn this risk category can be used to suggest a treatment approach (**Table 4**).

Additionally, we have included a 'Comment' risk category which is an issue of very low significance or an action that may be outside the scope of this road safety audit, but which may improve the overall design or be of wider significance.



FREQUENCY	DESCRIPTION			
Frequent	Once or more per week			
Probable	Once or more per year (but less than once a week			
Occasional	Once every five to ten years			
Improbable	Less often that once in ten years			

SOURCE: AUSTROADS GUIDE TO ROAD SAFETY PART 6A: IMPLEMENTING ROAD SAFETY AUDITS - TABLE 4.1

TABLE 1: HOW OFTEN IS THE PROBLEM LIKELY TO LEAD TO A CRASH?

SEVERITY	DESCRIPTION	EXAMPLES
Catastrophic	Likely multiple deaths	High-speed, multi-vehicle crash on a freeway. Car runs into crowded bus stop. Bus and petrol tanker collide. Collapse of a bridge or tunnel.
Serious	Likely death or serious injury	High or medium-speed vehicle/vehicle collision. High or medium-speed collision with a fixed roadside object. Pedestrian or cyclist struck by car.
Minor Likely minor injury		Some low-speed vehicle collisions. Cyclist falls from bicycle at low speed. Left-turn rear-end crash in a slip lane.
Limited Likely trivial injury or property damage only		Some low-speed vehicle collisions. Pedestrian walks into an object (no head injury). Car reverses into a post.

SOURCE: AUSTROADS GUIDE TO ROAD SAFETY PART 6A: IMPLEMENTING ROAD SAFETY AUDITS - TABLE 4.2

TABLE 2: WHAT IS THE LIKELY SEVERITY OF THE RESULTING CRASH TYPE?

CEVEDITY	PROBABILITY OF A CRASH OCCURRING						
SEVERITY	FREQUENT	PROBABLE	OCCASIONAL	IMPROBABLE			
Catastrophic	Intolerable	Intolerable	Intolerable	High			
Serious	Intolerable	Intolerable	High	Medium			
Minor	Intolerable	High	Medium	Low			
Limited	High	Medium	Low	Low			

SOURCE: AUSTROADS GUIDE TO ROAD SAFETY PART 6A: IMPLEMENTING ROAD SAFETY AUDITS - TABLE 4.3

TABLE 3: THE RESULTING LEVEL OF RISK

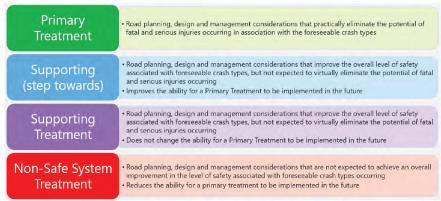


RISK	SUGGESTED TREATMENT APPROACH
Intolerable	Must be corrected.
High	Should be corrected or the risk significantly reduced, even if the treatment cost is high.
Medium	Should be corrected or the risk significantly reduced, if the treatment cost is moderate, but not high.
Low	Should be corrected or the risk reduced, if the treatment cost is low.

SOURCE: AUSTROADS GUIDE TO ROAD SAFETY PART 6A: IMPLEMENTING ROAD SAFETY AUDITS - TABLE 4.4

TABLE 4: TREATMENT APPROACH

Section 3.5 of Part 6 presents a hierarchy of primary and supportive Safe System treatment options. Figure 3.2 of the Guide is reproduced in **Table 5** below.



SOURCE: AUSTROADS GUIDE TO ROAD SAFETY PART 6: MANAGING ROAD SAFETY AUDITS - FIGURE 3.2

TABLE 5: SAFE SYSTEM TREATMENT HIERARCHY

This has been adapted for this audit as follows:

- P Primary treatment
- S Supporting Treatment
- O Other Treatment

The issues identified in the audit, and recommendations for action, are set out in tabular format in the **Findings, Recommendations and Decision Tracking** section of this report.

1.7 **DISCLAIMER**

The findings and recommendations in this report are based on an examination of available relevant plans, the road, and its environs, and the opinions of the audit team. However, it must be recognised that safety cannot be guaranteed since no road can be regarded as absolutely safe. Readers are urged to seek specific technical advice on matters raised and not rely solely on the report.

The auditors also point out that no guarantee is made that every deficiency has been



identified. Further, if all the recommendations in this report were to be followed, this would not guarantee that the project is 'safe'; rather, adoption of the recommendations should improve the level of safety of the facility.

While every effort has been made to ensure the accuracy of the report, it is made available strictly on the basis that anyone relying on it does so at their own risk without any liability to O'Brien Traffic.

2 CRASH HISTORY

A review of DoT's casualty crash data for the last 6 years of available data (to end of October 2020) indicates there has been 28 crashes on Inkerman Street between (but not including) the intersections of St Kilda Road and Hotham Street. Of the 28 crashes:

- 12 resulted in serious injury (SI) and 16 resulted in 'other' injury (OI);
- 9 crashes involved a pedestrian, including 4 SI crashes;
- 8 were bicycle crashes, including 3 SI crashes;
- 3 crashes involved motorcyclists, including 2 SI crashes;
- · 6 occurred at the Chapel Street intersection; and
- 5 occurred at the Westbury Street intersection.

Pedestrian crashes

Of the 9 pedestrian crashes:

- 4 occurred at the Westbury Street intersection (all DCA 100, 2 OI, 2 SI)
- 3 occurred at the Chapel Street intersection (all DCA 100, 2 SI, 1 OI)
- 2 pedestrian crashes occurred mid-block (1 x DCA 100 OI, 1 x DCA 101 SI)

Bicycle crashes

Of the 8 bicycle crashes, 7 occurred mid-block:

- 3 crashes involved a cyclist striking a car door (DCA 163, 1 SI, 2 OI)
- 5 crashes involved a vehicle travelling in the same direction, i.e. side swipe or rear end crashes (DCA 139 SI, DCA 134 OI, DCA 131 OI, DCA 137 OI, DCA 130 SI)

Chapel Street intersection

Of the 6 crashes at the Chapel Street intersection:

- 3 were pedestrian crashes (as noted above)
- one was a cyclist crash (DCA 134 OI);
- one was a rear end crash (DCA 130 OI)
- one involved a right turn vehicle being struck by a through vehicle (DCA 121, SI)



Westbury Street intersection

Of the 5 crashes at Westbury Street intersection:

- 4 were pedestrian crashes (as noted above)
- 1 was a rear end crash (DCA 130, SI)

3 FINDINGS, RECOMMENDATIONS & DECISION TRACKING

The following table provides the:

- Review findings;
- Review recommendations; and
- Decision tracking form (for completion by the client/project manager).



Project title	Inkerman Street, St Kilda East	Review stage	Existing Conditions
Project manager	Chris Tsiafidis, City of Port Phillip	Designer	N/a
Road Safety	Jemima Macaulay, Director, O'Brien Traffic		
Auditors	Peter Eady, Senior Traffic Engineer, O'Brien Traffic		

No	A Dis First	Frequency /	requency / Audit Recommendations		PROJECT MANAGER RESPONSE
No.	Audit Findings	Severity / Risk	P – Primary S – Supporting O – Other Treatment	Accept: Yes/No	Reasons / Comments
1	Car dooring Car doors opening into the path of a cyclist is an inherent risk when parallel parking is provided on street with no separation or protection for cyclists. The crash data indicates 3 car dooring crashes occurred in the 6 year period analysed. There is no separation between parked cars and the bicycle lane to mitigate the risk. The car parking lane is approximately 1.9m wide and cars typically park very close or overhang the edge of the bike lane (see Photo 1), thereby increasing the risk of car dooring. With the majority of parking along the street limited to 1 or 2 hours, there is a significant turnover of parking throughout the day, also increasing the risk.		Consider providing separation between parked cars and the bicycle lane, removing parking, or lengthening parking time limit to reduce turnover (O).	Yes	Dooring - The design of the corridor will provide greater separation between bike riders and parked vehicles. Parking restriction changes proposed - Review of crashes has indicated dooring crashes have not occurred at clusters and hence no interim treatment is proposed.



FIIN	FINDINGS, RECOMMENDATIONS & DECISION TRACKING						
		Frequency /	Audit Recommendations		PROJECT MANAGER RESPONSE		
No.	Audit Findings	Severity / Risk	P – Primary S – Supporting O – Other Treatment	Accept: Yes/No	Reasons / Comments		
	PHOTO 1: PARKED CARS ADJACENT TO BIKE LANE IN INKERMAN STREET Safe System Tolerance: Within tolerable						
2	Bicycle lanes With no protection for cyclists from adjacent vehicles, or any separation between the bicycle lane and the traffic lane, there is a risk of vehicles striking a cyclist from behind or side swiping a cyclist. Given the kerbside parking, cyclists are likely to position themselves closer to the traffic lane to minimising car dooring risk, thereby increasing the risk of being struck by a vehicle. Safe System Tolerance: Above tolerable	Probable / Serious / Intolerable	Consider providing protected bicycle lanes. This could potentially be achieved by removing parking and/or the central median (S).	Yes	Protected bicycle lanes and speed limit reduction will be considered as part of the design of the bike corridor. No interim treatments can be installed to improve conditions.		



	DINGS, RECOMMENDATIONS & DECISION TRACKING				14.		
No.	Audit Findings	Frequency /	D - Drimary S - Sunnorting -		PROJECT MANAGER RESPONSE		
		Severity / Risk	Severity / Risk	Severity / Risk	O – Other Treatment	Accept: Yes/No	Reasons / Comments
3	Filtered right turns at Chapel Street and Westbury Street intersections Filtered right turn movements are permitted at the Chapel Street and Westbury Street intersections which increases both the risk of a pedestrian crossing with a green walk signal being struck by a right turning vehicle and right-through type vehicle-to-vehicle crashes. The crash data review indicates a history of these types of pedestrian crashes at both intersections. Typically, right turn vehicles would be travelling at speeds below 30km/h, i.e. within safe system tolerance for vehicle-to-pedestrian crashes. At the Chapel Street intersection illuminated <i>Give Way to Pedestrians</i> signs have been installed facing right turning vehicles on each leg to partly mitigate the risk. Static <i>Give Way to Pedestrians</i> signs are provided on 2 legs of the Westbury Street intersection. Safe System Tolerance: Within tolerable		Consider fully controlling right turns at the Inkerman Street/Chapel Street and Inkerman Street/Westbury Street intersections (S). If fully controlled right turns not implemented at Inkerman Street/Westbury Street, provide illuminated Give Way to Pedestrians signs facing right turning vehicles (S).	Yes	Recommendation to fully control right turns at intersections to be considered in design of the corridor as well as GTWP flashing signs.		
4	Mid-block pedestrian crossing movements During the site visit, numerous pedestrians were observed crossing Inkerman Street near Aldi (i.e. west of Mariott Street). There are no facilities in this location to assist pedestrians crossing. Without appropriate facilities, pedestrian crossing movements are spread out and less predictable for motorists, increasing the risk of a pedestrian being struck by a vehicle. Mobility impaired pedestrians or those with prams may find it difficult to cross at this location. It is noted that the only kerb ramps provided to facilitate pedestrians crossing mid-block	Occasional / Serious / High	Provide kerb ramps and extensions to facilitate pedestrians crossing Inkerman Street near Aldi. Consider provision of kerb ramps and extensions to facilitate pedestrians crossing Inkerman Street near the railway bridge and opposite Hewison Reserve. Desirably the crossing points would have a refuge island within the existing median to	Yes	Inkerman St - west of Marriott St Future design of the corridor to consider installation of a pedestrian zebra crossing in this location with kerb extensions. In two other locations (opposite Hewison Reserve, and next to railway bridge) pedestrian zebra crossings to be considered subject to pedestrian demand, connectivity and parking impact. If pedestrian zebra crossings are not warranted kerb extensions to be considered with pram ramps.		



	Pintas, Necommendations a Decision Macking	Frequency /	Audit Recommendations		PROJECT MANAGER RESPONSE
No.	Audit Findings	Severity / Risk	P – Primary S – Supporting O – Other Treatment	Accept: Yes/No	Reasons / Comments
	between St Kilda Road and Chapel Street are located east of Henryville Street.		provide a protected refuge for pedestrians crossing the road (S).		
	Similarly, there are no mid-block crossing facilities between Chapel Street and Westbury Street, or between Westbury Street and Hotham Street. Pedestrian crossing demand was observed near the railway bridge and opposite Hewison Reserve. Safe System Tolerance: Above tolerable				
5	Termination of bicycle lanes at St Kilda Road and Chapel Street intersections Currently bicycle lanes on Inkerman Street terminate prior to the signalised intersections at St Kilda Road and Chapel Street, although bicycle boxes are provided.	Occasional / Serious / High	Review intersection layout with a view to providing continuous bicycle lanes through and on the departure side of the intersection (S).	Yes	Consider recommendation as part of design development of bike corridor.
	At Chapel Street, bicycle lanes re-commence approximately 80m past the intersection. Where cyclists have no dedicated road space they are more likely to be side swiped by a passing vehicle, potentially at speeds exceeding the safe system tolerance. Safe System Tolerance: Above tolerable				
6	Linemarking on approaches to Chapel Street The bicycle lane terminates approximately 80m and 110m prior to the Chapel Street intersection, eastbound and westbound respectively, however, two traffic lanes are not marked until 40m prior to the intersection. When no cars are parked kerbside, it is unclear whether	Improbable / Minor / Low	Review linemarking on the Inkerman Street approaches to the Chapel Street intersection.	Yes	Consider recommendation as part of design development of bike corridor.



11141	Findings, Recommendations & Decision Tracking						
No.	Audit Findings	Frequency /	Audit Recommendations P – Primary S – Supporting		PROJECT MANAGER RESPONSE		
NO.	Audit Fillunigs	Severity / Risk	O – Other Treatment	Accept: Yes/No	Reasons / Comments		
	traffic should form one lane or two lanes (see Photo 2). This may result in side swipe type crashes.						
	PHOTO 2: EASTBOUND APPROACH TO CHAPEL STREET INTERSECTION						
	Safe System Tolerance: N/a						
7	Bicycle Lane signage Bicycle Lane signage is not provided consistently at the start and end of bike lanes, although bicycle pavement symbols are provided. In accordance with AS1742.9, bicycle pavement symbols may be used in place of the bicycle lane sign in conjunction with the word LANE or	Comment	Review bicycle lane signage and pavement marking and provide consistently along route in accordance with AS1742.9 (O).	Yes	Install as interim treatment.		
	LANE END.						



		Frequency /	Audit Recommendations		PROJECT MANAGER RESPONSE
No.	Audit Findings	Severity / Risk	P – Primary S – Supporting O – Other Treatment	Accept: Yes/No	Reasons / Comments
8	Bus stop shelters The bus stop shelters located on the northern side of Inkerman Street, east of Westbury Street, and on the southern side, east of Henryville Street, impinge on the path of pedestrians and are a potential hazard. The see-through glass and brown colouring of the poles and strips on the glass blend into the environment (see Photo 3) and may be unseen, particularly by vision impaired pedestrians or at night. PHOTO 3: BUS STOP SHELTER Safe System Tolerance: N/a	Probable/ Limited/ Medium	Improve conspicuity of the bus shelters (S).	Yes	Consider treatment as part of design of bike corridor.
9	One Way sign The One Way sign located on the northern side of Inkerman Street at Queen Street is located in the footpath and is a potential hazard for	Probable/ Limited/ Medium	Review location of sign and relocate if possible. Otherwise provide reflective	Yes	Sign to be relocated following site inspection by Council officers.



	DINGS, RECOMMENDATIONS & DECISION TRACKING	Frequency /	Audit Recommendations	PROJECT MANAGER RESPONSE		
No.	Audit Findings	Severity / Risk	P – Primary S – Supporting O – Other Treatment	Accept: Yes/No	Reasons / Comments	
	vision impaired pedestrians walking along the Inkerman Street		material on pole to increase conspicuity			
	footpath or the Queen Street footpath (see Photo 4).		(S).			
	PHOTO 4: ONE WAY SIGN AT QUEEN STREET Safe System Tolerance: N/a					
10	Footpath surface issues	Improbable	Pagularly inspect footpath and remedy			
	At numerous locations along the northern and southern footpaths	/ Minor/	Regularly inspect footpath and remedy footpath trip hazards as appropriate (S).		Advise assets team to include as part of future maintenance works if possible.	
	there are trips hazards as a result of sunken pits, cracked pit lids, tree	Low	jestpati. ti.p iiaza. as as appropriate (s).	Yes	Training from the possible.	
	roots lifting pavement etc. For examples see Photos 5 and 6.					



FINDINGS, RECOMMENDATIONS & DECISION TRACKING						
No.	Audit Findings	Frequency /	Audit Recommendations P – Primary S – Supporting O – Other Treatment	PROJECT MANAGER RESPONSE		
		Severity / Risk		Accept: Yes/No	Reasons / Comments	
PHOTO 5: UNEVEN PAVEN	IENT SURFACE					
PHOTO 6: SUNKEN PIT AND	D CRACKED PAVEMENT					
Safe System Tolerance: N	1/a					



		Frequency /	Audit Recommendations	PROJECT MANAGER RESPONSE	
No.	o. Audit Findings		P – Primary S – Supporting O – Other Treatment	Accept: Yes/No	Reasons / Comments
11	Footpath trip hazards On the southern side of Inkerman Street, at the carpark on the eastern corner of Balston Street, a bluestone kerb is located along the edge of the footpath. However, the kerb sits outs from the adjacent building and is a potential trip hazard (see Photo 7).	Improbable / Minor/ Low	Consult land owners with view to mitigating trip hazard risks (S).		
				Yes	Advise assets team to include as part of future maintenance works if possible.
	PHOTO 7: BLUESTONE KERB ADJACENT TO FOOTPATH AT NO. 385 INKERNMAN STREET				
	At the petrol station on the south western corner of Chapel Street, the				
	end section of kerb adjacent to the footpath has been removed. The				
	exposed end of kerb is a potential trip hazard, particularly as it is not painted white like the other sections (see Photo 8).				



	FINDINGS, RECOMMENDATIONS & DECISION TRACKING						
No.	Audit Findings	Frequency / Severity / Risk	Audit Recommendations P – Primary S – Supporting	PROJECT MANAGER RESPONSE Accept: Researc / Comments			
	PHOTO 8: KERB ADJACENT TO FOOTPATH AT 199 INKERMAN STREET Safe System Tolerance: N/a		O – Other Treatment	Yes/No	Reasons / Comments		
12	Footpath TGSIs Warning TGSIs are provided on some kerb ramps along the footpaths (typically the newer kerb ramps). Warning TGSIs should be provided at all kerb ramps where required in accordance with Appendix C of AS1428.4.1 to improve safety of vision impaired pedestrians. Similarly, directional TGSIs should be provided at kerb ramps in accordance with Appendix C of AS1428.4.1. This includes the north-eastern corner of Henryville Street where the building is set back and provides no visual cue to vision impaired pedestrians.	Improbable / Serious/ Medium	Review provision of warning and directional TGSIs at kerb ramps and provide in accordance with Appendix C of AS1428.4.1 (S).	Yes	Advise assets team to include as part of DDA programs.		



THAI	DINGS, RECOMMENDATIONS & DECISION TRACKING				14.
No.	Audit Findings	Frequency /	Audit Recommendations		PROJECT MANAGER RESPONSE
NO.	Audit Findings	Severity / Risk	/ Risk P – Primary S – Supporting O – Other Treatment	Accept: Yes/No	Reasons / Comments
	At the mid-block crossing point east of Henryville Street, directional				
	TGSIs should be provided to give directional orientation to vision				
	impaired pedestrians to access the crossing point.				
	Safe System Tolerance: N/a				
13	Central median islands				Hazard markers to be considered as
	The central median along Inkerman Street has numerous islands with	Occasional/	Ensure hazard markers are provided on	Yes	part of interim treatment.
	coloured pavement or chevron markings in between. Islands typically	1	ends of all median islands, facing oncoming		Installation of bollard not supported
	have a hazard marker or bollard with reflector at each end. However,	Medium		No	given the islands will be removed as part of bike corridor.
	these are missing from some islands, increasing the risk of a vehicle	e ac	adequate for closely spaced islands) (S).		part of billo contact.
	hitting the island (see, for example, Photos 9 and 10). Bollards with				
	reflectors should only be used in place of a hazard marker for islands				
	spaced closely together, with hazard markers installed on all end				
	islands.				
	PHOTO 9: MEDIAN ISLAND EAST OF CHAPEL STREET				



FINDINGS, RECOMMENDATIONS & DECISION TRACKING						
	. 10	Frequency /	Audit Recommendations			
No.	Audit Findings	Severity / Ris	P – Primary S – Supporting O – Other Treatment	Accept: Yes/No	Reasons / Comments	
works and is in need of repa	inton Street has been impact by recent air (see Photo 11). There is no delineation ction of street and cars are more likely to	Improbable / Serious / Medium	Reinstate kerb and linemarking in median where works have been undertaken (S). Consider provision of additional median islands between railway bridge and Chapel Street to increase effectiveness of median (S). Consider re-applying coloured pavement treatment in median (S).	Yes	Maintenance team to reinstate conditions prior to works and install hazard markers as required.	



	DINGS, RECOMMENDATIONS & DECISION TRACKING	Frequency /	Frequency / Audit Recommendations	PROJECT MANAGER RESPONSE		
No.	. Audit Findings	Severity / Risk P – Primary S – Supporting O – Other Treatment		Accept: Yes/No	Reasons / Comments	
	Between the railway bridge and Chapel Street, there are few median islands and cars are more likely to veer from the traffic lane (see Photo 12). The coloured pavement within the median is also patchy. This reduces the traffic calming effect of the median, and may increase crash risk/severity, particularly if pedestrians are using the median to stage their crossing.					
	COPYRIGHT NEARMAP.COM.AU REPRODUCED WITH PERMISSION PHOTO 12: CARS VEERING ACROSS MEDIAN, WEST OF RAILWAY BRIDGE			No	Review of crash statistics do no reveal any head on collisions on Inkerman Street. Medians will be removed as part of bicycle corridor. Screenshot appears to be one off event.	
	Safe System Tolerance: Within tolerable for vehicle crashes Safe System Tolerance: Above tolerable for pedestrian crashes					
14	Visibility of median islands at night At night time, visibility of the median and median islands is somewhat difficult, increasing the risk of a car striking the island or veering into the median. It is noted that the provision of RRPM's and hazard	Occasional/ Minor/ Medium	To increase conspicuity of median islands at night, provide RRPM's along the edgeline facing oncoming traffic at the start of each island and ensure hazard	Yes	Install RRPMs as interim measure.	



		Frequency /	Audit Recommendations		PROJECT MANAGER RESPONSE
No.	Audit Findings	Severity / Risk	P – Primary S – Supporting O – Other Treatment	Accept: Yes/No	Reasons / Comments
	markers at the ends of the islands is inconsistent, and that the bollards with reflectors on islands are less effective than hazard markers. Safe System Tolerance: Within tolerable Visibility exiting lanes and driveways Vehicles exiting Post Office Place have limited sightlines to pedestrians on the footpath, and vice versa, therefore there is a risk of a pedestrian being struck by an exiting vehicle. Provision of a speed hump at the end of the lane would ensure vehicles slow down prior to exiting. Similarly, at the lane opposite Bath Street, sight lines are restricted by the adjacent building (although is partly improved by a cut out) (see Photo 13).			Yes/No	Installation of speed hump not supported. This is similar to multiple lane ways within municipality. As part of corridor design consider the installation of pavement markings to advise drivers of pedestrians and bike riders upon egressing from laneway if considered appropriate.
	PHOTO 13: FOOTPATH APPROACH TO LANE OPPOSITE BATH STREET				



Audit Findings the Aldi car park exit, a sight triangle has been provided, however at lines are still somewhat restricted. Cars are also exiting on a withill gradient to the footpath. Given the number of vehicles ting, provision of a speed hump at the exit would be desirable to prove safety for pedestrians on the footpath.		Audit Recommendations P – Primary S – Supporting O – Other Treatment Consult with land owner with a view to providing a speed hump on the exit from the	Accept: Yes/No	PROJECT MANAGER RESPONSE Reasons / Comments At ALDI carpark, yellow hold line
nt lines are still somewhat restricted. Cars are also exiting on a whill gradient to the footpath. Given the number of vehicles ting, provision of a speed hump at the exit would be desirable to		Consult with land owner with a view to providing a speed hump on the exit from the		At ALDI carpark, yellow hold line
nt lines are still somewhat restricted. Cars are also exiting on a whill gradient to the footpath. Given the number of vehicles ting, provision of a speed hump at the exit would be desirable to		providing a speed hump on the exit from the	No	
wnhill gradient to the footpath. Given the number of vehicles ting, provision of a speed hump at the exit would be desirable to		, , , , , , , , , , , , , , , , , , , ,		N
ting, provision of a speed hump at the exit would be desirable to		411: 1 (6)	1 1	reiterates to drivers to give way to
		Aldi carpark (S).		pedestrians.
prove safety for pedestrians on the footpath.				
several locations, foliage or walls adjacent to private driveways				
trict sightlines between exiting motorists and pedestrians on the				
tpath (see, for example, Photo 14).				
		Consult with land owners to prune foliage		
OTO 14: FOLIAGE AT DRIVEWAY OF NO. 208		to improve sightlines for exiting vehicles where appropriate (S).		
<u>'</u>				
s on footpath	Occasional/	Consult with land owner to provide an	No.	Site inspections indicated bins are being stored close to kerb line to avoid
ring the site inspection, a bin and drum was located on the	Limited/	alternate location for bin.		obstructing pedestrians. Land owner to be
erman Street northern footpath, just west of Post Office Place.	Low			contacted by relevant team if bins are
ects on the footpath along the building line are a potential hazard				observed to stored in location that obstructs pedestrian movements.
vision impaired pedestrians.				sact acts podocital into oniono.
ri e	System Tolerance: N/a s on footpath ng the site inspection, a bin and drum was located on the rman Street northern footpath, just west of Post Office Place. ects on the footpath along the building line are a potential hazard	System Tolerance: N/a Son footpath ong the site inspection, a bin and drum was located on the rman Street northern footpath, just west of Post Office Place. cets on the footpath along the building line are a potential hazard	to improve sightlines for exiting vehicles where appropriate (S). TO 14: FOLIAGE AT DRIVEWAY OF NO. 208 System Tolerance: N/a S on footpath Ing the site inspection, a bin and drum was located on the rman Street northern footpath, just west of Post Office Place. Sects on the footpath along the building line are a potential hazard to improve sightlines for exiting vehicles where appropriate (S). Consult with land owner to provide an alternate location for bin.	to improve sightlines for exiting vehicles where appropriate (S). TO 14: FOLIAGE AT DRIVEWAY OF NO. 208 System Tolerance: N/a To no footpath Ing the site inspection, a bin and drum was located on the erman Street northern footpath, just west of Post Office Place. To 14: FOLIAGE AT DRIVEWAY OF NO. 208 Consult with land owner to provide an alternate location for bin. No. Alternate location for bin.



	Sinds, Recommendations a decision macking	Frequency /	Audit Recommendations		PROJECT MANAGER RESPONSE
No.	Audit Findings	Severity / Risk	P – Primary S – Supporting O – Other Treatment	Accept: Yes/No	Reasons / Comments
	PHOTO 15: BIN AND DRUM ON FOOTPATH ON NORTH WESTERN CORNER OF POST OFFICE PLACE Safe System Tolerance: N/a				
17	Fire hydrant cover During the site inspection, the fire hydrant cover was off the fire	Occasional/ Limited/	Replace cover on fire hydrant	Yes	Assets to be advised and action accordingly.
	hydrant on the north eastern corner of Inkerman Street and St Kilda Road, creating a potential trip hazard for pedestrians.	Low			
	PHOTO 16: FIRE HYDRANT, NORTH EASTERN CORNER OF INKERMAN STREET AND ST KILDA ROAD				
	Safe System Tolerance: N/a				



4 CONCLUSIONS

Safety concerns have been identified in this Existing Conditions road safety audit, and it is considered that actions should be implemented to improve likely safety outcomes.

The issues identified in the audit need to be reviewed and necessary actions/changes made. Where recommended actions are not taken, this should be reported in writing providing reasons for that decision.

5 AUDIT STATEMENT

We certify that we have examined the specified road and environs to identify features that could be changed, removed or modified in order to improve safety. The problems identified have been noted in this report, together with recommendations, which should be studied for implementation.

Auditors

Jemima Macaulay

Director

O'Brien Traffic

Peter Eady

Senior Traffic Engineer

O'Brien Traffic



ATTACHMENT 2

This attachment includes the following:

- Key Themes & Design Suggestions Summary
- Officer Commentary Key Themes & Design Suggestions

KEY THEMES / DESIGN CONSIDERATIONS

- 1.1 Key themes and commentary were identified from the 1,579 Have Your Say (HYS) survey responses, pop-up sessions and 61 project emails.
- 1.2 Key themes from the text survey comments relating to the proposed project and design options were outlined in 20 March 2024 Council report.
- 1.3 Key themes from the text survey comments relating to the proposed project and design options are listed below:

Key Themes	Option A Mentions	Option B Mentions	Other / neither
Support for safety improvements including a protected bike lane	772	n/a	n/a
Support for safety improvements including a buffered on-road bike lane	n/a	739	n/a
3) Support for neither of the design options presented	n/a	n/a	231
Note: the bulk email-submission identified Neither Option <u>or</u> Option B on behalf of the 55 represented parties - these included as 'other/neither' in this table.			
Concerns related to reduced parking / need for parking solutions	16	243	83
Option A – need for parking solutions / management Option B / neither – concerns related to loss of parking as well as impacts of traffic and safety			
5) Comments in support for increased rider safety	141	8	n/a
Option A - support for a physically separated bike lane Option B – general comments supporting better bike lanes			
6) Support for enhancing greening and improved amenity	94	18	n/a
7) Comments that there is no need for change	n/a	n/a	106
8) Comments in relation to pedestrian safety	25	27	5



9) S	Support for other amenity enhancements	29	36	n/a
10)	Comments in relation to reduced speed limit	8	18	3

1.4 There are several other comments or design change suggestions raised through the engagement period.

Design change suggestions

- a) Relocation of the proposed zebra crossing proposed between Young Street and Blenheim Street to between Raglan Street and Nelson Road.
- b) Consider changing the pedestrian crossing near Aldi (adjacent to Marriott Street) to a pedestrian operated signal.
- c) Consider changes to existing parking restrictions:
 - Short-Term Parking Restrictions between Malakoff Street and Leslie Street
 - · Changes to restrictions to support business needs
 - Changes to clear-way restrictions
 - · Inclusion of dedicated DDA bays on both sides of Inkerman Street
- d) Modification to signal phasing at Chapel Street and Inkerman Street to provide a dedicated right turn phase for north bound vehicles.
- e) Suggestion to select low-maintenance plant species for any garden beds.

Note: Other suggestions were received that relate to items that were included in the designs, were out of scope and / or have either have already been investigated or are not viable from a technical perspective.

Officer Commentary - Key Themes & Design Suggestions

1.5 Council officer's response to the key themes, including any proposed mitigation measures, are detailed below. These proposed changes to the design are subject to detailed design, technical review and will be reviewed during Road Safety Audits during detailed design.

Proposed design responses include incorporating kerb outstands to increase parking supply, relocation of one of the pedestrian crossing locations (to Nelson Road) and providing better access to Chapel Street through a dedicated right hand turn signal phase.

1.6 Concerns related to reduced parking / need for parking solutions

Concerns from residents and businesses relate to availability of parking supply and potential flow on impacts on side streets.

Investigations have been undertaken to identify opportunities to increase parking on Inkerman Street and on side streets. The design responses and additional parking opportunities are outlined in main briefing.

1.7 Comments in support for increased rider safety



The independent Safe System Assessment (SSA) found that in both options the project provides a substantive overall safety improvement for all road users with Option A providing a significantly higher safety outcome for riders than Option B.

Some additional safety opportunities to provide increased safety for each option and increase awareness for riders and drivers. Officers are supportive of the following:

For both Option A and B:

- Incorporate a physical separator (concrete kerbing) between bike lane and traffic lane, on approach and departure to signalised intersections where there is adequate room with no impact to traffic lanes or parking
- Provide concrete kerb on approach to sides street intersections (where kerb outstands are not proposed), incorporate where there is adequate room with no impact to traffic lanes or parking
- Increase gradient of raised threshold treatments at side streets to help reduce speeds at conflict points
- Incorporation of an 'intermittent rollover separator' (low profile riley kerb) at crossovers
 where there are high vehicle volumes and/or access is provided to multiple parking
 spaces (subject to officer review)
- Review parking adjacent to intersections where no buffer between parking and bike lane is provided, allow for buffer where there is adequate room with no impact to traffic lanes or parking

Option B only

 Incorporate 'rumble strip' to outer edge of traffic lane (edge of bike lane buffer) to increase driver and rider awareness and reduce vehicle drifting

1.8 Support for enhancing greening and improved amenity

Tree planting behind kerb has previously been investigated by Council and planting has been undertaken where possible.

Option A: Option A provides the largest increase in tree numbers, this will be addressed by the project subject to Council decision.

It is noted that some community members have concerns that tree planting proposed in Option A impacts the number of parking bays. Council officers can confirm that this is not the case.

Option B: There are limited opportunities to provide additional greening in Option B as there is minimal change to the road layout.

1.9 Comments that there is no need for change

The project is coupled with required asset renewal (road resurfacing), provides increased safety for the community as outlined within the SSA and addresses risks outlined in an independent Road Safety Audit. Council have a responsibility to address community safety.

1.10 Comments in relation to pedestrian safety

Most comments were in support for safer pedestrian crossings.



General increase in pedestrian safety is supported by the independent Safe System Assessment (SSA). The SSA found that in both options the project provides a substantive overall safety improvement for pedestrians compared to existing conditions. Option B is considered marginally safer for pedestrians.

There were some concerns in relation to pedestrians crossing the protected bike lane in Option A, these were largely provided by supporters of Option B. Any introduction of a conflict point could result in incidents should adequate care not be taken by road users. Option A provides a 1.0m buffer with clear sightlines along the bike lane.

Option A - design adjustment

- Officers would recommend that investigations into increasing kerb separation (between bike lane and traffic lane) on the northern side to provide a refuge space would be undertaken should Option A proceed.
- Investigate opportunities for pedestrian priority crossings can be incorporated over the bike lane (such as raised bike lane zebra crossings) with supporting signage and line marking, at key locations where businesses cater to older or disabled customers such as at the PCYC.

1.11 Support for other amenity enhancements

Footpath surface upgrades were a focus for some community members. Other amenity suggestions included new parking and trees.

All areas behind kerbs are out of the project scope, footpath upgrades would be managed through asset renewal and maintenance.

1.12 Comments in relation to reduced speed limit

Generally, comments were in support for the 40km/hr speed limit which is addressed by project subject to Council decision.

A speed limit reduction to 40km/h is required to assist in realising the safety benefits proposed in this project and is considered appropriate for the volumes of different road users accommodated along Inkerman Street.

Some respondents outlined concerns related to a reduction in speed, others suggested a smaller 40km/hr zone and some suggested lower speeds (20-30 km/hr).

A 30km/hr speed limit suggestion was also proposed by a community group. Officers note that speed limit signs are a major traffic control item, implementation of a 30km/h speed limit requires approval from the Department of Transport and Planning. Reduction beyond 40 km/hr is unlikely to be supported by DTP given existing speed limits that surround the project area are 40km/hr.

Officers note that 40km/hr is the lowest standard speed limit recognized for a local road (outside of shared zones) in the Department Transport technical manual: 'Speed Zoning Guidelines'. Officers acknowledge that there are some areas in Melbourne where Councils have voted to implement a 30km/hr limit, such as Collingwood and Fitzroy, it has only been achieved on a trial basis and required implementation to a wider area bound by major roads rather than an individual street.

1.13 Relocation of the proposed zebra crossing proposed between Young Street and Blenheim Street to between Raglan Street and Nelson Road



Officers have reviewed the design suggestion and the change is supported by the Department of Transport and Planning, this change will be incorporated into the detailed design.

In the event this is not possible due to design constraints the crossing will be west of Nelson Street along the frontage of 297 Inkerman Street.

1.14 Consider changing the pedestrian crossing adjacent to Marriott Street, along the frontage of Aldi to a pedestrian operated signal

Resident concern relates to potential for the crossing to impact traffic flow at peak evening shopping periods.

The pedestrian crossing with flashing lights is preferred design treatment as it provides pedestrians immediate priority when crossing as opposed to waiting for a pedestrian operated signal to change phasing which can result in non-compliance.

Pedestrian Operated Signals (POS) are a significantly more expensive to install than a pedestrian crossing with flashing lights proposed within the design provides the most cost-effective solution for pedestrians crossing Inkerman Street midblock. Officers have considered the suggestion and would recommend the existing proposed treatment is maintained.

1.15 Consider changes to existing parking restrictions

Officers are supportive of potential changes to parking restrictions, investigations should be undertaken separate to this project. Items to be investigated by officers for potential implementation include:

- Short-Term Parking Restrictions between Malakoff Street and Leslie Street
- Changes to restrictions to support business including some Saturday restrictions
- Review of opportunities for dedicated DDA bays on Inkerman Street or side streets

High turnover parking is not appropriate for Option B and would only be considered in isolated locations if appropriate / safe. This is due to safety implications resulting from frequent vehicle movements for parking conflicting with riders.

1.16 Modification to signal phasing at Chapel Street and Inkerman Street to provide a dedicated right turn phase for north bound vehicles

A right turn lane will be retained along Inkerman Street for north bound movements onto Chapel Street. Detailed design will propose a dedicated right turn phase to accommodate this movement. This change is subject to traffic modelling and approval from the Department of Transport and Planning.

1.17 Suggestion to select low-maintenance plant species for any garden beds

This will be considered as part of plant selection within detailed design. All planting is required to be at an appropriate height / setback so that it does not impact vehicle sightlines.

1.18 Suggestion for landscaping design to be futureproofed taking into consideration any bike lanes that may be proposed long St Kilda Road.

This will be considered when developing the detailed design.

Inkerman Safety Improvement Project Option A – Design Changes



ATTACHMENT 3

This attachment includes the following items in relation to Option A, should this option proceed:

- Proposed design changes for adoption
- Plan mark-up showing location of proposed changes

PROPOSED DESIGN CHANGES - OPTION A

Council officer's response to the key themes, including any proposed mitigation measures, are detailed below. These proposed changes to the design are subject to detailed design, technical review and will be reviewed during Road Safety Audits during detailed design.

Design responses include incorporating kerb outstands to increase parking supply, relocation of one of the pedestrian crossing locations (to Nelson Road) and improving access to Chapel Street for drivers through a dedicated right hand turn signal phase.

Parking

1. Parking on Side Streets

Change restrictions Malakoff Street frontage of 244 Inkerman Street (on side road) from "No Parking" to short term parking bays. Subject to review and testing.

2. Parking on Inkerman Street

Increase parking by two bays on Inkerman Street with adjustments to design Option A. The indicative cost for this work is \$150k including contingency.

- · Two additional parking bays on Inkerman Street:
 - One bay associated with kerb outstands (South side: adjacent to Chusan St)
 - One bay associated with removal of a redundant crossover inclusive of kerb and channel adjustments (305 Inkerman Street, St Kilda)
- Indicative cost: \$150k incl. 50% contingency.

Safety Improvements

3. Changes to bike lane design for increase rider safety

Design to be adjusted to include the following:

- a) Incorporate a physical separator (concrete kerbing) between bike lane and traffic lane, on approach and departure to signalised intersections where there is adequate room with no impact to traffic lanes or parking.
- b) Provide concrete kerb on approach to sides street intersections (where kerb outstands are not proposed), incorporate where there is adequate room with no impact to traffic lanes or parking
- c) Increase gradient of raised threshold treatments at side streets to help reduce speeds at conflict points

Inkerman Safety Improvement Project Option A – Design Changes



d) Incorporation of appropriate 'threshold rollover separator' (low profile kerb) at crossovers that are subject to significant vehicle movements.

4. Changes to design for increased pedestrian safety

- a) Review design to determine if kerb separation can be increased (between bike lane and traffic lane) on the northern side to provide a refuge space.
- b) Review design to test if pedestrian priority crossings can be incorporated over the bike lane (such as raised bike lane zebra crossings) with supporting signage and line marking, at key locations where businesses cater to older or disabled customers such as at the PCYC.
- 5. Relocation of the proposed zebra crossing proposed between Young Street and Blenheim Street to between Raglan Street and Nelson Road

Relocate proposed zebra crossing proposed between Young Street and Blenheim Street to between Raglan Street and Nelson Road. In the event this is not possible due to design constraints the crossing is to be relocated west of Nelson Street at the frontage of 297 Inkerman Street.

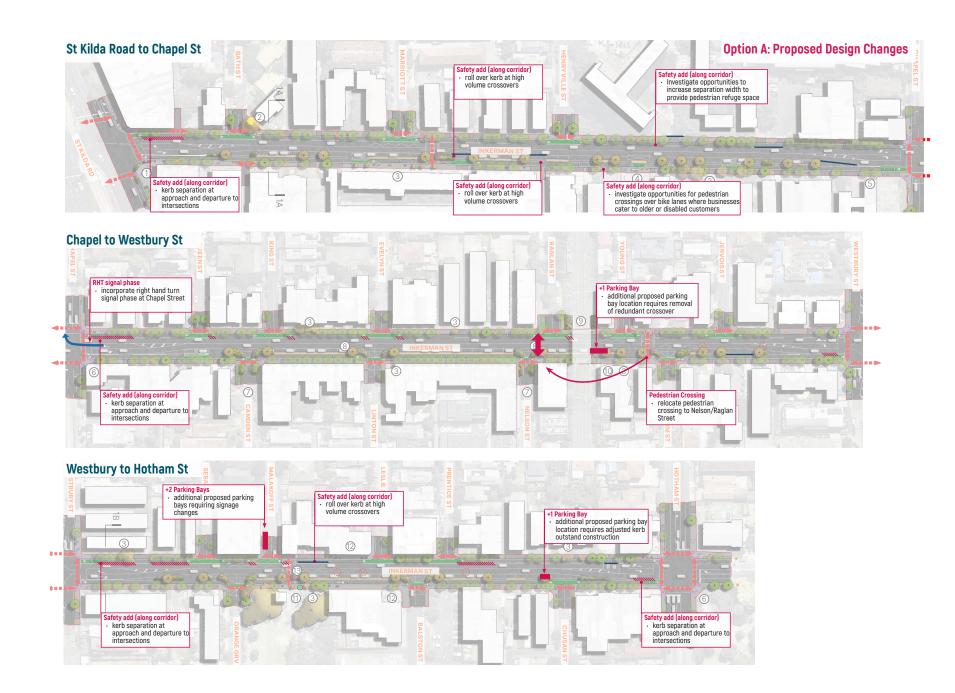
6. Modification to signal phasing at Chapel Street and Inkerman Street

Design to include a dedicated right turn phase at Chapel Street, to accommodate a right hand turn into Chapel Street from Inkerman Street for northbound vehicles. This change is subject to traffic modelling and approval from the Department of Transport and Planning.

Inkerman Safety Improvement Project Option A – Design Changes



PLAN MARK-UP SHOWING LOCATION OF PROPOSED CHANGES DESIGN CHANGES - OPTION A



Inkerman Safety Improvement Project Option B – Design Changes



ATTACHMENT 4

This attachment includes the following items in relation to Option B, should this option proceed:

- Proposed design changes for adoption
- Plan mark-up showing location of proposed changes

PROPOSED DESIGN CHANGES - OPTION B

Council officer's response to the key themes, including any proposed mitigation measures, are detailed below. These proposed changes to the design are subject to detailed design, technical review and will be reviewed during Road Safety Audits during detailed design.

Design responses include incorporating kerb outstands to increase parking supply, relocation of one of the pedestrian crossing locations (to Nelson Road) and improving access to Chapel Street for drivers through a dedicated right hand turn signal phase.

Parking

1. Parking on Side Streets

Change restrictions Malakoff Street frontage of 244 Inkerman Street (on side road) from "No Parking" to short term parking bays. Subject to review and testing.

2. Parking on Inkerman Street

Increase parking by a total of six bays on Inkerman Street with adjustments to design Option B. The indicative cost for this work is \$315k including contingency.

- · Six additional parking bays on Inkerman Street:
 - 5 bays associated with kerb outstands (South side: adjacent Camden St, Balston St and Chusan St. North side: adjacent Queen St & Sebastopol St)
 - 1 bay associated with removal of a redundant crossover inclusive of kerb and channel adjustments (305 Inkerman Street, St Kilda)
- Indicative cost: \$315k incl. 50% contingency

Safety Improvements

3. Changes to bike lane design for increase rider safety

Design to be adjusted to include the following:

- a) Incorporate a physical separator (concrete kerbing) between bike lane and traffic lane, on approach and departure to signalised intersections where there is adequate room with no impact to traffic lanes or parking.
- b) Provide concrete kerb on approach to sides street intersections (where kerb outstands are not proposed), incorporate where there is adequate room with no impact to traffic lanes or parking
- c) Increase gradient of raised threshold treatments at side streets to help reduce speeds at conflict points

Inkerman Safety Improvement Project Option B – Design Changes



- d) Incorporation of appropriate 'threshold rollover separator' (low profile kerb) at crossovers that are subject to significant vehicle movements.
- e) Incorporate 'rumble strip' to outer edge of traffic lane (edge of bike lane buffer) to increase driver and rider awareness and reduce vehicle drifting
- f) Adjustments to the buffers on either side of the bike lane to increase separation from parked vehicles.
- g) Review parking adjacent to intersections where no buffer between parking and bike lane is provided, allow for buffer where there is adequate room with no impact to traffic lanes or parking

4. Changes to design for increased pedestrian safety

Changes to the buffers on either side of the bike lane to increase separation from parked vehicles and allow for more space to exit parked vehicles.

5. Relocation of the proposed zebra crossing proposed between Young Street and Blenheim Street to between Raglan Street and Nelson Road

Relocate proposed zebra crossing proposed between Young Street and Blenheim Street to between Raglan Street and Nelson Road. In the event this is not possible due to design constraints the crossing is to be relocated west of Nelson Street at the frontage of 297 Inkerman Street.

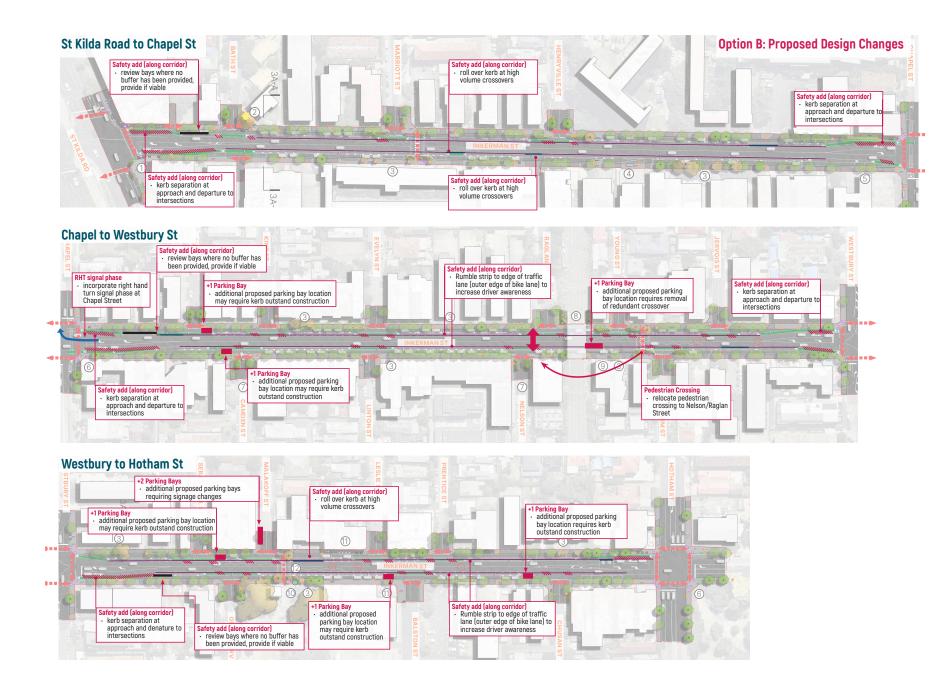
6. Modification to signal phasing at Chapel Street and Inkerman Street

Design to include a dedicated right turn phase at Chapel Street, to accommodate a right hand turn into Chapel Street from Inkerman Street for northbound vehicles. This change is subject to traffic modelling and approval from the Department of Transport and Planning.

Inkerman Safety Improvement Project Option B – Design Changes



PLAN MARK-UP SHOWING LOCATION OF PROPOSED CHANGES DESIGN CHANGES — OPTION $\ensuremath{\mathsf{B}}$





10.2 DOMAIN PRECINCT PARKING REVIEW

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

DEVELOPMENT

PREPARED BY: DAVID MACNISH, HEAD MAJOR TRANSPORT PROJECTS -

DOMAIN PRECINCT

INGRID PERRONNET, SENIOR PROJECT MANAGER DOMAIN

1. PURPOSE

1.1 To present the Domain Precinct Parking Review report and outline recommendations for Council consideration and adoption.

2. EXECUTIVE SUMMARY

- 2.1 The Domain Parking Precinct ('the Precinct') is bounded by Kings Way, St Kilda Road, and Dorcas Street. The area is undergoing significant residential and commercial redevelopment which is generating greater demand for on-street parking. Combined with the reduction in the supply of on-street parking because of the construction of ANZAC Station and other projects, the pressure on remaining on-street parking is significant.
- 2.2 Council's Domain Precinct Public Realm Masterplan 2019 includes an action to review on-street parking controls. When consulting on the draft Master plan, addressing parking pressures was a key concern for the local community.
- 2.3 The Domain Precinct Parking Study Data Summary (GTA, 2019) and Domain Precinct Parking & Loading Study (Phillip Boyle & Associates, 2018) were completed to assist Council in responding to concerns about loss of parking and insufficient loading and servicing facilities within new residential buildings.
- 2.4 The local resident's group G12+ lodged a joint letter at the ordinary Council meeting in September 2020 requesting that Council replace on-street car parking spaces being removed as part of the Anzac Station final design.
- 2.5 At the September 2020 Council meeting, Council resolved to undertake a parking review to:
 - Identify opportunities to increase parking supply in the area,
 - better manage existing parking supply, and
 - Investigate opportunities to enable buildings to better utilise off-street parking.
- 2.6 In May 2023, following the ending of Covid-19 restrictions and allowing time for vehicle use to 'normalise', O'Brien Traffic was appointed to undertake the Domain Precinct Parking Review ('the Study'), included in Attachment 1.
- 2.7 The Study report was finalised in March 2024 with proposed recommendations considering how usage may vary once Anzac Station is open.
- 2.8 The parking review report identifies and recommends that Council:
 - Explore the reconfiguration of parking layouts on Palmerston Street and Bowen Crescent from parallel to angled parking
 - Changes existing parking restrictions across the study area



- Consider more flexible arrangements for permit holders where access to permit bays are limited
- Continue advocacy to the State Government and negotiate with developers for new buildings to provide onsite loading and visitor spaces.

3. RECOMMENDATION

That Council:

- 3.1 Notes the challenges associated with parking in the Domain Precinct and the role that parking management has in enabling access to parking.
- 3.2 Notes the findings and recommendations in the O'Brien Domain Precinct Parking Review report (Attachment 1).
- 3.3 Requests that officers further assess and brief Council on the reconfiguration of roadspace in Palmerston Crescent and Bowen Crescent, including:
 - reconfiguration to provide additional parking
 - opportunities for streetscape improvements including planting, and
 - an assessment of probable costs.
- 3.4 Notes that projects in paragraph 3.3 would be subject to the Council budget process with community engagement undertaken as part of any project.
- 3.5 Requests that officers implement proposed changes to locations of loading bays and timed on-street parking restrictions, outlined in the O'Brien report (Attachment 1).
 - 3.5.1 Delegates officers to adjust recommended changes to ensure changes are consistent with Council's Parking Management Policy.
- 3.6 Notes that changes to parking restrictions would be undertaken as part of Council's operating budget.
- 3.7 Notes that access to permit parking in Area 1 is limited, particularly south of Albert Road, and delegates officers to identify and provide changes to parking bays, where appropriate, to offer greater flexibility for parking permit holders in this area.
- 3.8 Notes that officers continue to negotiate with developers to provide onsite loading facilities and visitor parking in new developments.

4. KEY POINTS/ISSUES

Background and Context

The City of Port Phillip is growing, and future projections indicate the City will be faced with a 20% increase in road congestion by 2027 compared to today if no changes are made. This will contribute to increased competition for on-street carparks, which is particularly relevant to



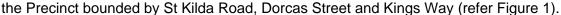




Figure 1 Domain Precinct and Project Study Area

- 4.1 To address this, Council's Parking Management Policy was developed a framework for managing existing on-street spaces with the objective of managing the impact of growth and promote more equitable access to parking by optimising parking efficiency. Increasing parking pressures are being experienced in the Precinct due to growing residential and workforce population from new developments. In addition, on-street parking places are being re-purposed with the construction of ANZAC Station.
- 4.2 The construction of the ANZAC Station and related public space and transport enhancements are reducing the supply of on-street car parking by approximately 160 on-street car parking spaces in the Precinct, primarily along Albert Road.
- 4.3 Council commissioned the Domain Precinct Parking Study Data Summary (GTA, 2019) and Domain Precinct Parking & Loading Study (Phillip Boyle & Associates, 2018) to assist Council to respond to concerns about loss of parking and insufficient loading and servicing facilities within new residential builds.
- 4.4 When consulting on the draft Domain Precinct Public Realm Masterplan 2019, parking pressures was a key concern for the local community, accordingly, the Masterplan includes an action to review on-street parking controls.
- 4.5 Council has received complaints that on-street parking spaces are being used for deliveries including removalists and that these would be better accommodated by loading facilities in buildings.
- 4.6 In September 2020, local residents (G12+) lodged a joint letter asking Council to replace the on-street car parking spaces proposed to be removed as part of ANZAC Station development.



- 4.7 At the September 2020 Council Meeting, in response to the G12+ joint letter, Council resolved to undertake a parking review to:
 - Identify opportunities to increase parking supply in the area,
 - better manage existing parking supply and,
 - investigate opportunities to enable buildings to better utilise off-street private parking.
- 4.8 Commencement of the parking review was delayed until there was clarity around the full impact of Anzac Station on on-street parking and by Covid-19 which impacted traffic movements through the Precinct and meant that any traffic surveys undertaken during and in the following months COVID pandemic restrictions would be inaccurate.
- 4.9 O'Brien Traffic was appointed undertake a Study in May 2023:
 - Identify specific opportunities to increase the supply of on-street parking to partly
 offset the removal of on-street parking spaces in the Precinct resulting from the
 Metro Tunnel Project (MTP) and other developments in the precinct.
 - Review current parking controls in the Precinct in accordance with Council's Parking Management Policy, to ensure the available spaces are used as fairly and effectively as possible.
 - Identify specific changes to on-street parking controls in the Precinct to improve the turnover of parking spaces and ensure access to loading and short-term passenger pick up and drop off spaces.
 - Identify options so underutilised parking in existing buildings and developments within the Precinct can be accessed by visitors and trades people.
 - Identify existing statutory mechanisms that could enable sharing of off-street parking spaces (servicing, visitor parking and loading zones) by owners' corporations within existing buildings and developments in the Precinct and;
 - Identify long term strategies to limit on-street loading/service spaces by new developments within the Precinct.
- 4.10 Discussions with the G12+ during the Study identified key challenges that faced by the local community, notably:
 - Developments reducing on-street parking levels, increasing demand on remaining parking.
 - Multi-storey public off-street parking car parks being lost to development.
 - Lack of dedicated on-street parking for visitors, service providers & tradespeople.
 - New residential developments not providing on-site loading and visitor parking.
 - Limited access to parking resulting in poor driver behaviour such as double parking and using driveways as delivery or pick-up areas creating inconvenience and poor safety.

On-street Parking

4.11 The Study identified that the total number of on-street parking spaces within Precinct will drop from 556 (2019 levels) to 482 once Anzac Station works are complete.



4.12 Current parking restrictions (see Figure 2) are typically short to median term with restrictions limited to weekdays. It is noted that, at the time of the review, there was significant construction within the precinct restricting access to parking in some areas, these have been noted as 'Unavailable'.



Figure 2: Existing parking restrictions

- 4.13 Assessment of the current parking restrictions broadly indicate an uneven spread of loading zones trough the Precinct with the bulk to the south of the Precinct, gaps in the availability of disabled parking bays and limited parking opportunities for residential permit holders to the south.
- 4.14 Spot parking surveys undertaken on 17 and 20 June 2023 as part of the Study indicate that the highest parking demand occurred during the weekday and Saturday lunchtime peak, consistent with 2018 data recorded by GTA. Parking at these times was generally at capacity.



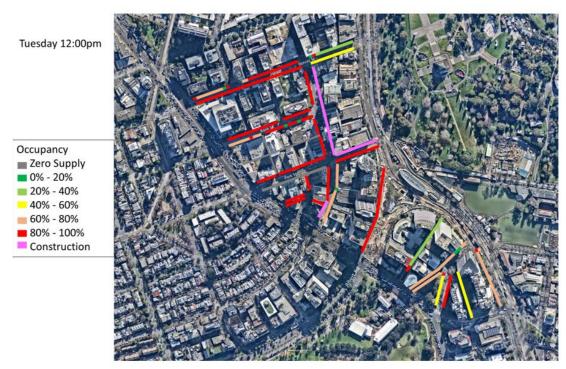


Figure 3: On-street parking occupancy Tuesday 20 June 2023 12pm

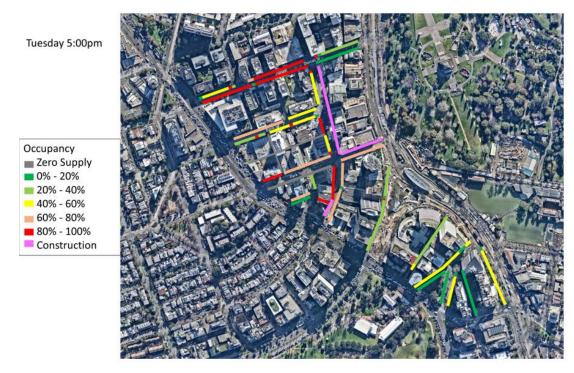


Figure 4: On-street parking occupancy Tuesday 20 June 2023 5pm



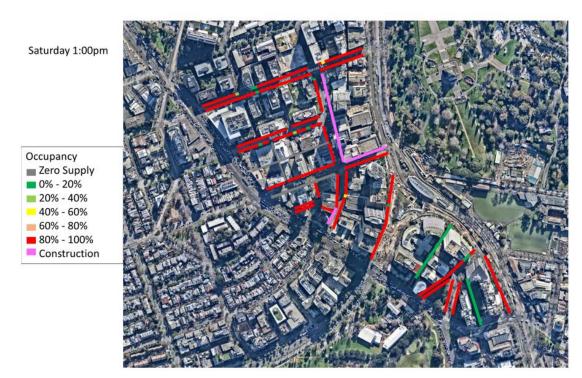


Figure 5: On-street parking occupancy Saturday 17 June 2023 12pm

Permit Parking

- 4.15 Currently, permit holders only have unrestricted parking in front of fully residential buildings. Accordingly, approximately 100 bays are available for permit holders throughout the Precinct, located largely at the northern end of Area 1 either on, or north of Park Street.
- 4.16 Approximately 971 properties in Area 1 are entitled to residential parking permits (resident, combined, visitor), with 73 parking permits presently issued to 58 properties in Area 1
- 4.17 Anzac Station has removed approximately 8-9 parking permit eligible bays on St Kilda Road between Bowen Cres and Kings Way, impacting the availability of permit spaces to the south of the Precinct.

Off-street Parking

- 4.18 There are limited ways that Council can influence how parking is used in private developments / buildings.
- 4.19 Council resolved on 28 March 2018 to seek the discretionary requirements for onsite loading facilities to be converted into mandatory built form controls in the Design and Development Overlay (DDO26) for the Domain Precinct. This was not supported by the Minister for Planning.
- 4.20 The current statutory parking rates for developments are specified in Clause 52.06-5 of the Victorian Planning Scheme. There is requirement for visitor parking for dwellings within a Public Transport Network area, this is particularly notable within the Precinct given the construction of Anzac Station and the existing St Kilda Road tram links.



4.21 Council has successfully negotiated the provision of visitor car parking/car share spaces in several recently approved developments within the precinct. These negotiations occur on a case-by-case basis and the outcomes vary.

O'BRIEN STUDY RECOMMENDATIONS

4.22 The following is a summary of the recommendations outlined within the O'Brian report.

On-Street Parking Supply

- 4.23 The consultant identified Palmerston and Bowen Crescents as having the potential to increase on-street parking supply in the Precinct.
- 4.24 Changes to the configuration of Palmerston Crescent could provide 9 additional bays (see Figure 6) to the current supply of 22 spaces. This would require parking on the northern side of Palmerston Crescent to be removed, and parking on the southern side to be converted from parallel to 60deg parking, if current road arrangements are maintained. This could increase the number of additional bays available and address the difficulty of manoeuvring into 60 degree bays from the west.

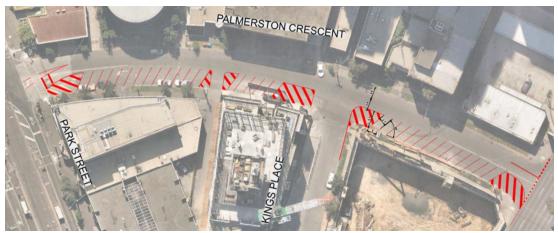


Figure 6: Potential reconfiguration of Palmerston Crescent

4.25 Potential reconfiguration of parking on Bowen Crescent could provide an additional 7 parking bays, yielding a total of 27 spaces at this location. Parking on the northern side would be removed and parallel spaces on the southern side would be converted to 90deg parking.



Figure 7: Potential reconfiguration of Bowen Crescent



Parking Restrictions

- 4.26 The consultant has identified potential changes to parking restrictions to provide more equitable access, increasing turn-over availability and enhanced opportunities to meet the specific parking needs of the community.
- 4.27 Parking restriction changes proposed include (see Figure 8):
 - Dorcas Street: convert unrestricted to 1P\Bank Street: convert 4P to 2P
 - Bowens Lane & Queens Lane: convert Loading Zones to 1P
 - Provide additional 1/4P and disabled parking throughout the Precinct
 - Provide additional Loading Zones in the northern half of the Precinct
 - Extend restrictions to apply to Saturdays

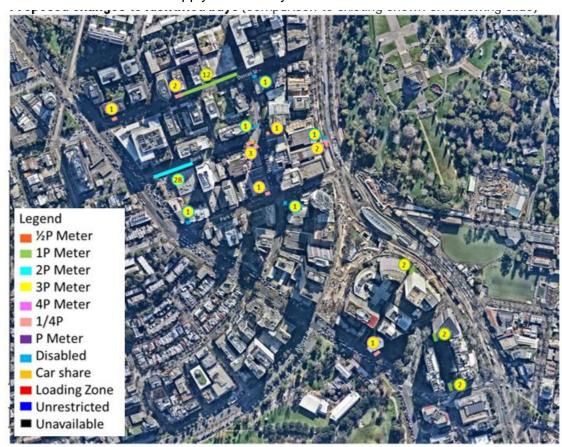


Figure 8: Proposed Parking Restrictions

Permit Parking

- 4.28 The consultant identified potential changes to permit parking restrictions to improve access for permit holders.
- 4.29 Changes proposed include the application of flexible restrictions in some locations such as:
 - Permits Accepted between 4pm-10am



- Loading Zones only during certain hours
- 4.30 In view of the limited eligible parking spaces available to the south of the Precinct, giving greater flexibility for parking permit holders by allowing parking permits to be used along the frontages of buildings that are not 100% residential is being considered.

Off-street Parking

- 4.31 Given the limitations of the current statutory provisions for the area, ad-hoc negotiations by Council for the provision of loading and visitor parking in new developments is a key mechanism to implement change and lessen the burden on onstreet parking supply. Further, continued advocacy through the State Government's review of parking provisions, which has the potential to change current Planning Scheme requirements, is crucial.
- 4.32 The consultant has identified parking apps that have the potential to increase the use of vacant onsite spaces for use by guests to buildings which could partially address concerns about the lack of visitor and service spaces.
- 4.33 One app identified in the Study, Parkable Parking Management app, allows residents to self-manage spaces without the need for a concierge or property manager input. The app can be used to reserve spaces for visitors and tradespeople.
- 4.34 Discussion with the G12+ have shown interest in using these apps in individual buildings. Uptake would be discretionary and Council's role is limited to provision of app information.

5. CONSULTATION AND STAKEHOLDERS

- 5.1 Council officers and its consultant have met with members of the G12+ resident group on two occasions during the preparation of this report, both at its inception to ensure their concerns were being considered by the project, and later to present the recommendations of the study. The G12+ have responded positively to the report recommendations and, while acknowledging the impossible task of finding solutions to parking in a highly developed area, have noted that the recommendations address in part, some of the concerns they have raised.
- 5.2 Engagement related to any proposed works for Palmerston Crescent or Bowen Crescent would be undertaken as part of any future project.
- 5.3 Impacted properties will be notification of any changes to parking restrictions.

6. LEGAL AND RISK IMPLICATIONS

- 6.1 There are no legal implications from the issues considered in this report.
- 6.2 There is a reputational risk to Council issuing Residential permits in an area with limited spaces. While Council does not guarantee that spaces will be available, the existence of a permit implies that some spaces exist within a reasonable distance of the addresses to which the permits are attached. Recently, Council officers been asked to refund the cost of permits. Implementing recommendations of the Study that increase the number of spaces eligible for use with residential permits, may, in a minor way, mitigate against this risk.

7. FINANCIAL IMPACT

7.1 Implementation of some of the recommendations of the Study will have a direct impact on parking restrictions and paid parking spaces with a consequent impact on Council's



- paid parking revenue. The quantum of the impact will be determined once Council decides which recommendations should be adopted.
- 7.2 The cost of reconfiguration of parking layout identified by the Study to increase onstreet parking numbers is unfunded. Officers will cost these works for Council consideration.

8. ENVIRONMENTAL IMPACT

8.1 There are no environmental impacts from the issues considered in this report.

9. COMMUNITY IMPACT

- 9.1 The Study delivers Outcome 4 of Council's Move Connect Live: Integrated Transport Strategy, "Our community understand that parking is a limited and shared resource and works with Council to ensure fairest access", with the Study's key objective being for access to on-street parking to be fair and equitable.
- 9.2 Consultation conducted as part of the draft Domain Precinct Public Realm Masterplan 2019, and through discussions with G12+ conducted during the Study, highlighted that parking pressures is a key concern.

10. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 10.1 The Study aligns with Strategic Direction 2 of the adopted Council Plan 2021-31:
 - "Liveable: 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"
- 10.2 The Study particularly aligns with one of the identified provisions of this strategy "parking controls and management that encourage fair and equitable use for residents, businesses and visitors to out City".
- 10.3 The Study fits within the four-year strategy:" Port Phillip is safer with liveable streets and public spaces for people of all ages and abilities to enjoy". As part of the initiative, Council will provide "enhancements to our public realm including local area traffic management, pedestrian and bike riding safety projects, improved lighting and management of vehicle access to improve safety for everyone throughout our City".
- 10.4 The Study is further expressly identified in the list of projects to be completed for the St Kilda Road neighbourhood in "Investing in our neighbourhoods" within the adopted Council Plan 2021-31.

11. IMPLEMENTATION STRATEGY

11.1 TIMELINE

- 11.1.1 **2024/25** Officer review of the viability of reconfiguration of Palmerston and Bowen Crescents and brief Councillors
- 11.1.2 **2024/25** Investigate and implement time-based parking restriction changes.
- 11.1.3 **2024/25** Investigate and implement permit parking changes.

11.2 COMMUNICATION

11.2.1 Community consultation plans will be delivered for the separate projects that arise from the Study where significant on-ground changes are proposed.



- 11.2.2 Engagement related to any proposed works for Palmerston Crescent or Bowen Crescent would be undertaken as part of any future project.
- 11.2.3 Impacted properties will be notification of any changes to parking restrictions.

12. OFFICER MATERIAL OR GENERAL INTEREST

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

ATTACHMENTS 1. Domain Precinct Parking Review April 24 4





DOMAIN PRECINCT PARKING REVIEW

DOMAIN PRECINCT, SOUTH MELBOURNE

17 APRIL 2024



DOMAIN PRECINCT CAR PARKING REVIEW

CLIENT: Port Phillip City Council

OBT JOB NUMBER: 24072



Suite 2.03, 789 Toorak Road Hawthorn East, Victoria 3123

T: 61 3 9804 3610 **W:** obrientraffic.com ABN 55 007 006 037

STUDY TEAM

Jemima Macaulay Derek Lee



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1 INTRODUCTION

1.1 INTRODUCTION

O'Brien Traffic has been engaged by Port Phillip City Council to undertake a review of car parking in the Domain Precinct and provide advice on how parking should be managed to achieve optimised, fair and effective use of on-street and off-street parking. This study has:

- Reviewed strategic documents and previous parking studies
- Considered community input, including consultation with the G12+ resident group
- Prepared a current parking inventory and undertaken spot surveys to confirm current parking demands
- Considered the impact on parking loss in the precinct due to ANZAC Station and other projects
- · Identified opportunities to increase on-street parking supply
- Recommended changes to management of on-street parking, i.e. parking restrictions, in accordance with Council's Parking Management Policy
- Considered mechanisms to increase provision of off-street parking and loading in new developments
- Considered opportunities to facilitate better usage of private parking in existing and new developments.

1.2 BACKGROUND AND OBJECTIVES

Domain Precinct is experiencing increasing parking pressures due to growing residential and workforce populations from new developments. It is expected that the Precinct will experience a 25% rate of redevelopment over the next 40 years¹. In addition, on-street parking spaces are being re-purposed, resulting in a significant reduction in parking supply.

The construction of Anzac Station and related public space and transport enhancements are reducing the on-street parking supply by approximately 200 spaces in the Precinct, primarily along Albert Road.

Concerns have been expressed by residents about how visitor parking and loading will be accommodated in the future. Local residents groups lodged a joint letter to Council in September 2020 seeking Council replace the '120 utility' on-street car parking spaces proposed to be removed as part of the legacy design of Anzac Station.

Council's Domain Precinct Public Realm Masterplan (2019) includes a high-priority action to review on-street parking controls in the context that parking within the Precinct is a limited and shared resource to which fair access is required.

The aim of this study is to develop options to optimise fair and effective use of onstreet and off-street parking within the precinct.

O'BRIEN TRAFFIC 24072FINAL: 17 APRIL 2024

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¹ St Kilda Road North Precinct Plan



1.3 STUDY AREA

The Study Area is the Domain Precinct bounded by Dorcas Street to the north, Kings Way to the west and south, and St Kilda Road to the east, approximately 2km south of Melbourne CBD. It should be noted that Dorcas Street forms the boundary between the City of Port Philip (CoPP) and City of Melbourne (MCC). The southern side of the street is under the control and management of CoPP and the northern side is under the control and management of MCC.

The Study Area is shown in **Figure 1**. It is noted that the extents of the study area correspond with Council's Parking Area 1 for the purposes of Council's Parking Management Policy, which is further discussed in Section 2.1.1.



FIGURE 1: STUDY AREA

The Precinct comprises a mix of commercial uses and multi-storey residential apartment buildings and is in close proximity to Kings Domain, Botanic Gardens Fawkner Park and Albert Park.

The Precinct is predominantly surrounded by arterial roads connecting to the Melbourne CBD and Westgate Freeway. Kings Way and St Kilda Road are under the control of the Department of Transport and Planning. Other streets in the Precinct are Council roads.

The Precinct currently provides approximately 500 on-street car spaces, following the removal of the majority of spaces associated with the construction of Anzac Station.



2 BACKGROUND

2.1 STRATEGIC CONTEXT

2.1.1 Parking Management Policy

Council's *Parking Management Policy* (PMP) provides a framework for the management of on-street and Council managed off-street parking spaces across the municipality. The overarching objectives of the PMP are to:

- address the City's existing and future growth and transport challenges
- provide fairer and more reliable access to parking in all locations and at all times.

These are to be delivered via four key settings:

- hierarchy of parking allocation
- parking availability targets
- · demand responsive pricing
- Parking Permit management.

Council's hierarchy of parking allocation and parking availability targets are reproduced in **Figures 2 and 3** respectively.

User category	Typical types of parking
1. Safety for people	Legislation requires no stopping within: 20 metres of a signalised intersection; or 10 metres of an intersection; or One metre of various items such as a fire hydrant; or other locations determined by Council transport engineers (as indicated with signage). Council sometimes closes (or partially closes) an intersection to improve safety for all people using it.
2. Public transport stops	Legislation requires no stopping within: • 20 metres before a bus stop or tram stop • 10 metres after a bus stop. Public transport stops need to be in specific locations to meet community needs and operational requirements.
3. Property access	Legislation requires no stopping in locations that block access to properties unless stopping to drop off passengers (two-minutes only).
4. Disability Parking Permit zones	Disability Parking Permit zones, sometimes with a time restriction.
5. Drop off, pick up and deliveries	Designated 'drop off or pick up' zones such as loading zones or taxi zones.
6. Customers	A range of time-restricted and paid parking typically: • very short-term carparking: P5min – P30min • short-term carparking: 1P, 2P, 3P, 4P • car storage: Any restriction longer than 4P.
7. Car share services	Designated spaces for fixed-base car share vehicles, licensed by Council.
8. Businesses and local employees	Car storage options (4P+) available within a two-minute walk from key destinations. A small number (10-20 spaces) of premium spaces (up to 12P meter) available close to key destinations.
9. Residents and their visitors	2P with Resident Parking Permit holders exempted. 4P ticket area with Resident Parking Permit Holders being excepted; area 2P-4P Parking and permit zone all other times.
10. Commuters	Car storage options (4P+) available within a 2-10-minute walk from stations or council boundaries where there are few other parking demands. A small number (10-20 spaces) of premium spaces (up to 12P meter) available close to stations and cross-boundary destinations.

SOURCE: CITY OF PORT PHILLIP PARKING MANAGEMENT POLICY

FIGURE 2: COUNCIL'S HIERARCHY OF PARKING ALLOCATION



Parking category	Parking availability target range	Example	Reasoning
Premium carparking (less than 15 minutes)	25 to 50 per cent of car spaces available	In a typical shopping strip outside a post office, between one in four and two in four of these premium carparking spaces are available across the day.	Premium carparking is required close to key destinations and is typically used for very short time periods like drop off zones. It needs to be more available due to the sporadic nature of peak demands (typically across a day) and the need for additional manoeuvring space.
Short-term carparking (15 to 30 minutes)	10 to 25 per cent of car spaces available	In a typical shopping strip outside a Coles or Woolworths, between one in ten and one in four of these spaces are available across the day.	With this average availability, the average walking time from an available car space to any destination will be less than 30 seconds.
Medium-term carparking (30 minutes to four hours)	Up to 20 per cent of car spaces available	In a typical shopping strip outside an office building, one in five spaces are available across the day.	With this average availability, the average walking time from an available car space to any destination will be less than one minute.
Long-term carparking (four hours or more)	Below 10 per cent of car spaces available	In residential areas, one in ten car storage spaces are available across the day.	With this average availability, the average walking time from an available car space to any destination will be less than two minutes.
Premium long-term carparking (four hours or more)	10 to 25 per cent of car spaces available	In residential areas a short distance away from commercial areas, between one in ten to one in four of these premium car storage spaces will be available across the day.	Premium car storage is required close to key destinations and facilities and needs to be more available due to the sporadic nature of peak demands (across the day, week and year).

SOURCE: CITY OF PORT PHILLIP PARKING MANAGEMENT POLICY

FIGURE 3: COUNCIL'S PARKING AVAILABILITY TARGETS

The PMP outlines the criteria for eligibility for residents to apply for Resident Parking Permits. Eligible properties are defined as 'residential dwellings built before 1 October 2002 with renovations that have taken place before or after 1 October 2002 and have not increased the number of dwellings on the property'.

2.1.2 Domain Precinct Public Realm Masterplan 2019

The Domain Precinct Public Realm Masterplan proposes a range of projects for the precinct to improve the public realm (including improved streetscapes, pedestrian links and upgrades to reserves) and provide travel choices to Anzac Station. The Masterplan acknowledges and responds to several major projects that are re-shaping the precinct, including construction of Anzac Station and Albert Road Reserve redevelopment (being delivered by Rail Projects Victoria).

The Masterplan is guided by four key design principles:

- · Identity and character
- Pedestrian accessibility

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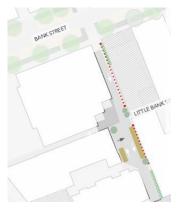


- · Public space and sustainable environments
- · Bike connections

Of particular relevance to this parking study are the following projects identified in the Masterplan:

- Park Street on-road separated bike lanes, tram link, signalisation of Park
 Street/Wells Street intersection (completed) and short term/drop off parking
 zones where possible (will result in loss of parking)
- Kings Place shared zone and reduction of road space, prioritised short term parking and servicing (loss of parking)
- Cobden Street road closure at northern end (loss of parking)
- Queens Road full or partial closure of Queens Road at Kings Way (will result in some loss of parking)
- Bank Street kerb outstands and pedestrian crossing points at 2 locations (some loss of parking) (see Figure 4)
- Laneway at rear of 231 Kings Way (part privately owned laneway varying from 3-13m wide) provide short term parking for servicing, deliveries and visitors (see Figure 4).





SOURCE: DOMAIN PRECINCT PUBLIC REALM MASTERPLAN

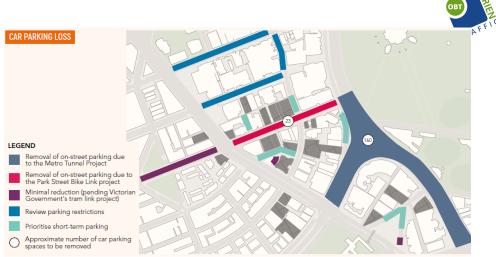
FIGURE 4: DOMAIN PRECINCT MASTERPLAN PROPOSED IMPROVEMENTS - BANK STREET KERB OUTSTANDS AND SHORT-TERM PARKING IN LANEWAY BETWEEN BANK STREET AND PARK STREET

The Masterplan also considers car parking in the precinct and the significant impact of the Metro Tunnel Project, which is removing approximately 160 on-street spaces (see **Figure 5**). The Masterplan refers to parking studies undertaken in 2018 (discussed in Section 2.3) and notes that Council is reviewing on-street car parking in the precinct to optimise parking efficiency, with priority given to disabled, loading, drop off/pick up and other special use spaces to support people and business functions that often do not have alternative transport options.

The Masterplan proposed the conversion of around 50 long-term spaces in Dorcas Street to short term parking to discourage commuter parking and increase parking turnover, and this has since been implemented.

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SOURCE: DOMAIN PRECINCT PUBLIC REALM MASTERPLAN

FIGURE 5: CAR PARKING LOSS

2.2 CURRENT PROJECTS

2.2.1 Metro Tunnel Project - Anzac Station

The construction of Anzac Station as part of the Metro Tunnel Project, will have a significant impact on Domain Precinct. Anzac Station is located underground at the junction of Domain Road and St Kilda Road and is expected to service around 40,000 people per day. Land required for the construction of Anzac Station has been transferred from Council to Rail Projects Victoria (RPV) until completion of the project.

As part of the Anzac Station development, existing car parking on Albert Road will be converted to public open space. While this will improve the pedestrian environment with better connections and opportunities for passive recreation, it will significantly impact parking availability in the precinct. Overall, there will be a loss of approximately 160 on-street car spaces on St Kilda Road and Albert Street (refer to **Figure 5** above).

The Domain Development Plan (October 2022) indicates the remaining spaces on Albert Street and St Kilda Road will comprise:

- Albert Street 12 angle spaces, 4 DDA spaces, 2 drop off spaces, 6 loading bays, Kiss & Ride and taxi rank.
- St Kilda Road 28 car spaces between Bowen Crescent and Dorcas Street plus a loading zone at the top of Albert Street.

While the completion of Anzac Station will result in a significant loss of on-street car parking, it is also noted that the station would greatly improve public transport accessibility in the precinct. This should result in an increase in the uptake of public transport, thereby lessening reliance on private vehicles, and subsequently reduce the level of on-street parking that needs to be provided.

2.2.2 Park Street Tram Link and Bicycle Lanes

Protected bicycle lanes will be installed on Park Street between Kings Way and St Kilda Road as part of the project. This will ultimately result in the number of spaces between Kings Way and St Kilda Road being reduced to 14 spaces.

The project will also potentially remove additional parking in the section between Kings Way and Heather Street (i.e. the area adjacent to Domain Precinct).

It is understood that construction on the project is scheduled to commence in January 2025.

2.3 BACKGROUND STUDIES

2.3.1 Domain Precinct Parking Study

The *Domain Precinct Parking Study* (2019), undertaken by GTA Consultants, provides an overview of parking supply and usage in the precinct. Parking surveys were undertaken of all on-street spaces in the precinct in October 2018. At the time of the surveys, there were 613 on-street parking spaces in the precinct, comprising:

- 418 short term spaces (2P or less on weekdays)
- 142 medium-long term spaces (>2P on weekdays)
- 26 loading zones
- 16 disabled spaces
- 11 car share spaces

Key findings from the study are presented in the following graphics (Figure 6).











Source: Domain Precinct Parking Study Data Summary, GTA Consultants, 2019

FIGURE 6: OVERVIEW OF 2019 DOMAIN PRECINCT PARKING SURVEYS

Of particular interest is:

- Overall parking demand peaked from late morning to early afternoon (typically 80-90% between 10am to 2pm) and was well utilised (approximately 70% occupied) through to around 7pm on weekdays and Saturday.
- Parking occupancies in Palmerston Crescent and Park Street were lower on weekdays (66 and 64% respectively). Both streets had high parking demand on Saturday.
- Disabled parking demand was around 90% of the supply at lunchtime on both the weekdays and Saturday.
- Demand for the loading spaces was typically less than 50% of supply.

2.3.2 Domain Precinct Parking & Loading Facilities Study

The Domain Precinct Parking & Loading Facilities study was undertaken by Phillip Boyle & Associates in 2018. The study investigated parking and loading in the precinct and proposed options to manage current and future pressures. It was based on interviews and observations within residential apartment building parking areas and occupancy surveys on on-street parking.

The study found that:

- On-street parking was under highest pressure on Saturdays when parking restrictions do not apply, and on weekday mornings when around 450 of 550 spaces across the precinct were occupied.
- Shared parking spaces in apartment buildings consist of 1-11% of total parking supply where they exist. Smaller pools of bays (2-5 spaces) were often fully occupied.
- Buildings with no shared spaces rely on on-street parking, particularly on weekday mornings when parking is under pressure. Some residents reported that service providers are reluctant to service these buildings.
- On weekdays, when on-street parking is under pressure, half the bays in residential apartments are empty.

Recommendations included the following:

 Council to develop a practice note defining a 'service area' for residential buildings and negotiate with applicants to include 'service areas' in new buildings.



- Council to advocate to changes to the Planning Scheme so new residential buildings include service areas, only collectively owned, multi-user parking bays and off-site residential parking bays.
- Council to review on-street parking controls and pricing to reflect current parking demands and future functions of the precinct including loading and servicing.
- Owners Corporations to establish or increase pool of collectively-owned, multi-user bays through purchase of bays from private owners.
- Owners Corporations to establish on-line car parking bay booking and payment systems inside buildings across the precinct so vacant bays can be loaned or rented. Upgrade security and access systems to facilitate this.

3 ON-STREET PARKING SUPPLY AND DEMAND

3.1 PARKING SUPPLY

There have been numerous changes to on-street parking supply in the Precinct in recent years. To get an up-to-date inventory of current on-street parking supply and restrictions, O'Brien Traffic commissioned Nationwide Traffic Surveys. The inventory was undertaken on Tuesday 20th June 2023.

At the time of the parking inventory, the parking supply in the precinct comprised 405 on-street parking spaces available to the public. Note that this excludes the parking spaces on the northern side of Dorcas St, as these are located within the City of Melbourne. A summary of the restrictions and supply is provided in **Table 1** and shown graphically in **Figure 7**. A more detailed inventory is provided in **Appendix A**.



PARKING RESTRICTION	SUPPLY
1/4P	2
1/2P (meter)	16
1P (meter)	103
2P (meter)	81
3P (meter)	0
4P (meter)	28
P (meter)	124
Unrestricted	3
Disabled	7
Loading Zone	35
Car Share	6
Total	405

TABLE 1: DOMAIN PRECINCT PARKING INVENTORY AS RECORDED ON TUESDAY 20TH JUNE 2023

Please note, the above inventory excludes the following:

- 17 x 1P (meter) spaces on Wells Street between Dorcas Street and Park Street that were unavailable due to construction works.
- 6 x ¼P spaces on Park Street between Wells Street and St Kilda Road that were unavailable due to construction works. These spaces would not be reinstated following the completion of the Park Street Tram Link project.
- 6 x 2P (meter), 6 x 1P (meter) in Palmerston Crescent between Kings Place and Kings Way which was closed due to construction works.
- 5 spaces on the southern side of Bowen Crescent near St Kilda Road currently signed as a works zone. It is expected that these will ultimately be converted to 2P meter spaces (as per the remainder of spaces on the southern side of Bowen Crescent).
- 5 x 1P spaces in Cobden Street which were closed due to construction works.
 Ultimately there is likely to be no parking provision in Cobden Street (as per the Domain Masterplan).
- Parking along the St Kilda Road western service road between Dorcas Street and Bowen Crescent. Following completion of Anzac Station, parking on this section of St Kilda Road will comprise 28 car spaces plus a loading zone at the top of Albert Street (as per the Domain Precinct Development Plan, October 2022).

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It is also noted that:

 19 spaces (including 2 disabled spaces and a loading zone) were available in Albert Street. Ultimately Albert Street will provide 27 angle spaces, 4 disabled spaces, 2 drop off spaces, 6 loading bays, Kiss & Ride and taxi rank (as per the Domain Precinct Development Plan, October 2022).

Following completion of Anzac Station and other construction works in the precinct, it is envisaged that the parking noted above will become available. On this basis, the ultimate parking provision would be 482 spaces. A summary of the anticipated future parking restrictions and supply is provided in **Table 2** and shown graphically in **Figure 8**.

PARKING RESTRICTION	SUPPLY
1/4 P	2
1/2P (meter)	27
1P (meter)	149
2P (meter)	91
3P (meter)	0
4P (meter)	28
P (meter)	124
Unrestricted	3
Disabled	9
Loading Zone	41
Drop off	2
Car Share	6
Total	482

TABLE 2: FUTURE PARKING INVENTORY (FOLLOWING COMPLETION OF CURRENT PROJECTS)





FIGURE 7: CURRENT PARKING INVENTORY (AS RECORDED ON TUESDAY 20TH JUNE 2023)

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FIGURE 8: FUTURE PARKING INVENTORY (FOLLOWING COMPLETION OF CURRENT PROJECTS AND CONSTRUCTION)



3.2 PARKING UTILISATION

The 2018 GTA parking surveys are considered a good indication of current parking demand in the precinct. These surveys found very high parking occupancy across the precinct during peak lunchtime period on weekdays (up to 89%) and Saturday (up to 93%).

Nonetheless, spot surveys of parking occupancy were undertaken on 3 occasions to confirm current parking demand – midweek lunchtime and early evening (by Nationwide Traffic Surveys) and Saturday lunchtime (by O'Brien Traffic).

The overall parking occupancies for the precinct at the time of the spot surveys are provided in **Table 3**.

DAY/TIME	PRECINCT PARKING OCCUPANCY
Saturday 17 th June 1pm	86%
Tuesday 20 th June 12pm	79%
Tuesday 20 th June 5pm	49%

TABLE 3: JUNE 2023 SPOT PARKING SURVEY RESULTS - PARKING OCCUPANCIES ACROSS PRECINCT

The parking occupancies across the precinct recorded in June 2023 are slightly lower than the 2018 occupancies – 8-10% lower at lunchtime (midweek and Saturday) and approximately 20% lower by early evening midweek.

It is noted that at the time of the 2018 surveys, there had already been a loss of 80 spaces in the precinct associated with the Anzac Station works. Since the 2018 surveys, there has been a further reduction in parking supply of 148 spaces (June 2023), although 89 spaces will be returned to the public realm following completion of Anzac Station and other construction works currently underway in the precinct.

It is likely that the current uncertainty of parking availability in the precinct, and general inconvenience associated with road closures etc, is suppressing some parking demand at present.

A more detailed indication of parking occupancies by street, based on the spot surveys, is provided in **Figure 9.** Detailed survey results are provided in **Appendix A**.



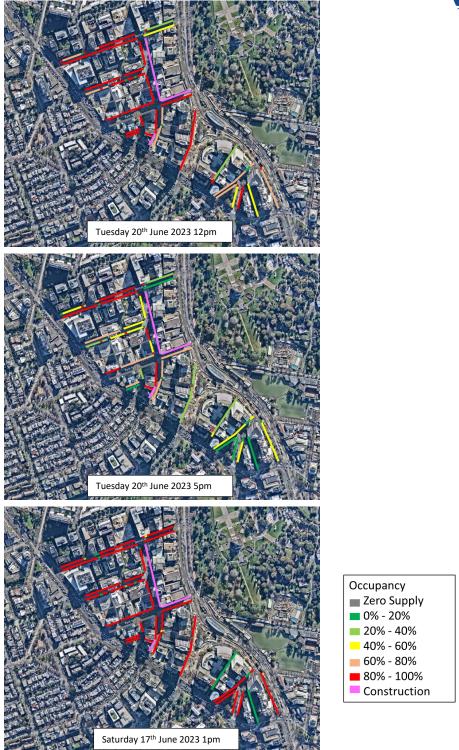


FIGURE 9: SPOT PARKING OCCUPANCIES BY STREET - JUNE 2023

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4 CONSULTATION

4.1 COMMUNITY CONCERNS

Council has received concerns from the community regarding the significant reduction in parking supply in the precinct and the impact on parking availability, in particular:

- · for visitor parking
- · to accommodate loading and servicing.

Council has also received complaints that on-street parking is being used for deliveries, including moving in and out of apartment buildings, and that developments should accommodate these activities on-site.

4.2 G12+ RESIDENT MEETING

An on-line meeting with the G12+ resident group was held on 7th June 2023 to understand parking issues affecting residents in the precinct. Issues raised relevant to the management of parking in the precinct are summarised below.

- Difficulties for visitors and service provides (doctors, carers, tradespeople etc.) to park within the precinct
- · Loss of on-street parking on Albert Road as a result of ANZAC Station works
- Creation of green space/parks has reduced the supply of on-street parking available
- Many new apartment developments are approved without providing visitor parking or loading bays
- Loss of multi-storey car parks in the precinct (one on Bank Street has already been lost, and one on Palmerston Crescent is to be redeveloped).

5 ANALYSIS OF CURRENT SITUATION

5.1 GENERAL

The parking surveys, community feedback, and consultation with the G12 residents group indicate parking demand across the precinct is generally high and there is a lack of available parking – in particular, to accommodate residential visitors and servicing needs of apartments. It is acknowledged that the first set of parking survey data is old (>5 years ago) and that the consultation has been limited.

The current pressure on on-street parking is primarily due to the reduction in supply combined with increasing demand, largely associated with redevelopment of the area (with further redevelopment anticipated in the future). Feedback from the residents group indicated that in the past, redevelopments have often involved the construction of multi-storey buildings without sufficient provision for on-site loading or on-site parking to cater for service providers or visitors, which invariably increases pressure on the on-street parking supply.

Parking restrictions across the precinct are typically limited to short- or medium-term duration on weekdays. However, there is a significant amount of all day parking spaces (130 spaces) that could be 'freed up' for shorter term parking needs, consistent with

Council's hierarchy of parking. Parking restrictions typically do not apply on weekends despite high parking demand. There is an opportunity to better manage demand on weekends (through restrictions) to increase availability of spaces.

5.2 STATUTORY PARKING REQUIREMENTS

The current statutory parking rates for developments are specified in Clause 52.06-5 of the Victorian Planning Scheme. For residential developments, parking is to be provided at the rates specified in Table 4, which is extracted from Table 1 in Clause 52.06-5. The rates in Column B apply to developments located within the Principal Public Transport Network (PPTN) area. The key difference between the Column A and Column B rates is that visitor parking is not required to be provided for developments within the PPTN area, as there is good public transport access in these areas.

	Table 1: Ca	r parking requirement	
Use	Rate Column A	Rate Column B	Car Parking Measure Column C
Dwelling	1	1	To each one or two bedroom dwelling, plus
	2	2	To each three or more bedroom dwelling (with studies or studios that are separate rooms counted as a bedrooms) plus
	1	0	For visitors to every 5 dwellings for developments of 5 or more dwellings

TABLE 4: EXTRACT OF PLANNING SCHEME CAR PARKING REQUIREMENT FOR RESIDENTIAL DWELLINGS

The Planning Scheme car parking requirement for residents is considered to be appropriate in the context of the Domain precinct, noting that there is good access to public transport. Residents may own a car for the convenience of travelling to locations that are not easily accessible via public transport, but they would not necessarily drive all the time.

In terms of visitor parking, the Column B rate has the potential to cause some issues by not requiring the provision of any visitor parking spaces in residential buildings. This is discussed further in Section 5.6.

5.3 PARKING SUPPLY

The on-street parking supply as of June 2023 (405 spaces) is likely to be at its lowest, with 77 spaces to be returned to the public realm (to provide 482 spaces). Nevertheless, the parking supply is significantly reduced from its pre 2017 level of approximately 630 spaces. This number has been determined from the GTA report which indicated that there were 690 spaces in the precinct prior to any construction works taking place – noting that this included approximately 60 spaces on the northern side of Dorcas Street, which are not included in the current study.

While there is limited opportunity for Council to increase on-street parking supply, there are potentially easy gains by turning some of the existing on-street parallel

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parking into angle parking, for example, along the western side of Palmerston Crescent and the southern side of Bowen Crescent.

Initial concept sketches indicate that 31 x 60-degree angled parking spaces could be provided along the western side of Palmerston Crescent (an increase of 9 spaces to the current provision of 22 spaces on both sides of the road) (see **Figure 10**).



FIGURE 10: POTENTIAL ANGLE PARKING ON PALMERSTON CRESCENT

On Bowen Crescent, 27 x 90-degree angle spaces could be provided on the southern side between Kings Way and Queens Road; however, this would require the removal of parking on the northern side. This would result in an increase of 7 spaces to the current provision of 20 spaces on both sides in this section (see **Figure 11**). This layout assumes vehicles would be able to overhang over the kerb.



FIGURE 11: POTENTIAL 90 DEGREE PARKING IN BOWEN CRESCENT

The proposed layouts shown are based on the dimensions in Figure 3.2 and Table 3.3 of Australian Standard AS2890.5-2020, which is reproduced as **Figure 12**. Both Palmerston Crescent and Bowen Crescent have a posted speed limit of 40km/h, and are estimated to carry less than 200 vehicles per hour.



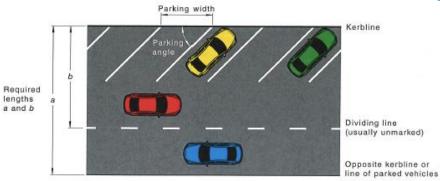


Figure 3.2 — Angle parking parameters

Table 3.3 — Parking space dimensions for angle parking on roads with speed limit 50 km/h or less and less than 200 vehicles/hour

Use	30° angle parking			45° angle parking			60° angle parking				90° angle parking				
classification (see <u>Table 3.2</u>)	Low	Med	High	Low	Med	High	Acc	Low	Med	High	Acc	Low	Med	High	Acc
Required width	4.2	4.6	5.0	3.4	3.5	3.7	3.4	2.8	2.9	3.0	2.8	2.4	2.5	2.6	2.4
Required length (see Note 1)															
L1 = park to wall or high kerb (>150 mm), no overhang	7.5	7.4	7.3	9.1	8.9	8.7	8.7	10.6	10.3	10.0	10.0	11.6	11.2	10.8	10.8
L2 = park to low kerb (not >150 mm), 600 mm overhang	7.2	7,1	7.0	8.7	8.5	8.3	8.3	10.0	9.7	9.4	9.4	11.0	10.6	10.2	10.2
L3 = park to wheel stops at right angles to parking direction	7.6	7.7	7.8	9.4	9.3	9.2	9.2	10.8	10.6	10.3	10.3	11.6	11.2	10.8	10.8

NOTE 1 Either (a) the distance from kerb line to opposite side of road for <200 vehicles/hour in any given hour in both directions, or (b) the distance from kerb line to dividing line for other traffic volumes. Both (a) and (b) include manoeuvre space.

NOTE 2 For further details on dimensions and additional shared area for accessible parking see Clause 4.5.

FIGURE 12: EXTRACT OF FIGURE 3.2 AND TABLE 3.3 FROM AS2890.5-2020

A change to the angled parking on Dorcas Street from 45-degrees to 90-degrees was also considered; however, the traffic volumes on Dorcas Street appear to be higher (likely to exceed 200 vehicles/hour in peak hour). On-street parking bays on higher traffic volume streets requires more manoeuvring space, which requires longer distances from the kerb line to the road dividing line (i.e. more than 14m). Therefore, there is insufficient road space to provide 90-degree parking and aisle widths in accordance with the Standard.

5.4 PARKING CONTROLS

Given the competition for on-street spaces, it is critical that spaces be managed to provide fair and reliable access to parking in accordance with Council's PMP, in particular the hierarchy of parking and parking availability targets.



Disabled parking

Disabled parking spaces make up approximately 2.6% of total on-street parking which is typically an appropriate proportion. The spot surveys suggest moderate utilisation, however the GTA survey data indicated up to 90% utilisation of spaces at peak times.

An additional 4 DDA compliant spaces are to be provided in Albert Street following completion of Anzac Station works.

Considering the spread of disabled parking spaces across the precinct (refer Figure 8), there are some obvious gaps, such as:

- Park Street
- · Wells Street
- St Kilda Road (Albert Street to Dorcas Street)
- · Eastern end of Dorcas Street.

A key consideration with disabled parking is that it complies with relevant standards (not generally possible in the context of parallel parking) and that suitable pedestrian access is provided between the disabled space and nearby footpaths/desired destinations. Specific siting of spaces is often dictated by the accessibility requirements.

Loading

The spread of loading zones around the precinct is very uneven – with a lot at the southern end (Bowens Lane and Queens Lane) and few in the centre and northern end. It is proposed to provide 6 loading bays in Albert Street and a loading zone on St Kilda Road at the top of Albert Street following completion of Anzac Station works.

In particular, there appears to be a lack of loading spaces in:

- Wells Street
- St Kilda Road (Park Street to Dorcas Street)
- Park Street

On-street loading spaces should be provided uniformly across the precinct to service developments (avoiding those that are required to provide on-site loading as a condition of permit). Desirably, developments would have access to loading within a 50m walk but there are no real rules in this regard.

Kerbside parking in Bowens Lane and Queens Lane is restricted for loading to service back of house of adjacent developments (except for two ¼ P spaces at the southern end of Bowens Lane). While there is clear demand for the loading zones, the surveys indicate there is a surplus. Consideration could be given to converting some kerbside space to short term parking at the northern end of Bowens Lane and the northern and southern ends of Queens Lane.

Very short-term parking (¼P and ½P)

Very short-term spaces (¼P and ½P) across the precinct are highly utilised. Utilisation of these spaces exceed the PMP availability targets of 10-25%, indicating that the supply should be increased.



Currently there are 16 x ½P spaces in Albert Street and ultimately the number of spaces will be increased to 27. It is recommended that these spaces are similarly restricted to ½P.

Locations for additional ¼P spaces should be considered across the precinct to cater for customer demand (eg. near cafes), deliveries by couriers etc. Potential locations are:

- Wells Street south of Bank Street
- · St Kilda Road north of Park Street
- Bank Street near Wells Street
- Park Street (northern side)
- Bowen Crescent near Kings Way

Short term parking (1P and 2P)

Short term parking restrictions generally apply only on weekdays. The parking availability target for 1P and 2P spaces is up to 20%.

It is difficult to reconcile short term parking demand and supply based on the spot surveys as supply was significantly impacted in some areas by construction works. However, based on the 2018 GTA surveys, it appears that short term parking availability is less than 20% of spaces in most streets, and significantly less in some streets. A summary of short-term parking availability is provided below.

- Dorcas Street east of Wells Street (2P) while the weekday spot surveys indicated good availability, the 2018 surveys indicated peak occupancies greater than 90%.
- Dorcas Street, west of Dodd Street (1P) again the weekday spot surveys indicated good availability, however the 2018 surveys indicated peak occupancies greater than 90%.
- Wells Street (1P) additional 1P has been provided in Wells Street since the 2018 surveys. While this was close to capacity at the time of the weekday lunchtime spot survey, 17 of the 38 spaces were unavailable due to construction works.
- Bank Street (2P) peak occupancies greater than 80% based on both the spot survey and 2018 surveys.
- Park Street (1P & 2P) peak occupancies greater than 80% based on both the spot survey and 2018 surveys.
- Palmerston Crescent (1P & 2P) there was reasonable availability of parking in Park Street during the 2018 surveys and the weekday spot survey. However, during the spot surveys, the southern end of Palmerston Crescent (Kings Way to Kings Place) was closed, and this may have reduced accessibility/convenience of these parking spaces.
- Bowen Crescent (1P & 2P) the weekday spot survey indicated reasonable availability of spaces however the 2018 surveys found the 1P was greater than 90% occupied and the 2P greater than 80% occupied.
- Queens Road (1P) again the weekday spot survey indicated reasonable availability of spaces however the 2018 surveys found the 1P was around 90% occupied.



The following opportunities have been identified to increase short term parking supply in the precinct:

- Converting some of the long-term spaces in Dorcas Street and Bank Street, such as:
 - 12 x unrestricted spaces on the southern side of Dorcas Street to 1P
 - 28 x 4P spaces on the southern side of Bank Street to 2P.
- Providing 1-2 short term parking spaces at the northern end of Bowens Lane and the northern and southern ends of Queens Lane (by reducing the existing loading zones).
- Providing additional 2P spaces in Palmerston Street if the supply is increased (as discussed above).

Medium and long term parking

There is a significant amount of all day parking provided in Dorcas Street and Bank Street, which is typically fully occupied during weekdays. These spaces are likely used by employees (working in the precinct) or commuters. There are no recommendations to alter these restrictions (other than noted above) at this time. However, consideration could be given to:

- converting some spaces to 3P and/or 4P, to make up for the loss of these spaces (see above)
- converting some spaces to, say, 5P or 8P to provide preferential access to local employees over commuters.

Extending restrictions to Saturday

The 2018 parking surveys (GTA) indicated parking occupancies are typically higher on a Saturday and the duration of stay longer. The recent spot parking survey also found very high parking occupancy on Saturday. As noted above parking restrictions typically do not apply on Saturdays.

There is an opportunity to extend parking restrictions to Saturdays - to increase parking turnover and access to spaces in the precinct. It is recommended that Saturday restrictions apply to all short-term spaces (¼ P, ½ P, 1P and 2P) in the precinct.

Permit Parking

It is understood that there are approximately 971 properties within the study area that are eligible for residential permits. Based on Council's permit system, these properties would, in theory, be entitled to a total of 2,894 permits for use by residents or their visitors. However, Council data indicates that there are currently a total of 103 active permits that have been issued to 79 properties within the study area. These 79 properties are entitled to apply for a total of up to 221 permits (i.e. an additional 118 permits to what they currently hold).

Permit holders are permitted to park unrestricted in permit zones, time-limited zones of more than 1/2P and any paid parking zones with the caveat that these zones must be located in front of buildings that are solely residential in nature. Council data indicates that there are approximately 100 parking spaces within the study area that meet the criteria of being located outside a building that is solely residential in nature.



It is noted that there is no guarantee that any of the bays would be available to a permit holder when one is required, only that the permit allows the permit holder to park in the bays if they are available. However, Council recognises that there are currently limited parking spaces within the precinct that are available for residential permit parking.

5.5 CAR PARKING ENFORCEMENT

The 2018 parking surveys (GTA) indicated a proportion of vehicles are parked for longer than the time restriction. Regular enforcement of parking restrictions will assist in ensuring turnover of spaces and improve access to spaces.

5.6 PARKING PROVISION – VISITOR PARKING IN RESIDENTIAL DEVELOPMENTS

Parking provision for new developments is provided in accordance with Clause 52.06. The applicable Column B rate at Table 1 does not require visitor parking to be provided for dwellings, hence residential development can be undertaken with little or no onsite visitor parking.

It is noted that the Column B parking rate does not assume that no visitor parking will occur. Rather, the rate assumes that typical peak times would not coincide with the peak times for the overall precinct, and therefore can be accommodated within the public parking areas. However, for Domain Precinct, feedback from residents is that there is significant 'visitor' parking demand generated during the peak parking times of the precinct – including by service providers (trades people, carers, cleaners etc.).

It is understood that Council has been able to successfully negotiate the provision of visitor car parking/car share spaces in a number of recent approved developments within the precinct. However, these negotiations occur on a case-by-case basis and the outcomes can vary. For example, one 19-storey mixed use building was approved with 9 visitor car parking spaces while another 19-storey mixed use building was approved without visitor car parking spaces.

It should be noted the Department of Transport and Planning (DTP) is currently reconsidering the Planning Scheme parking requirements and recently released a discussion paper titled 'Modernising Car and Bicycle Parking Requirements', which includes the way visitor parking provision is assessed for new developments.

5.7 LOADING FACILITIES FOR RESIDENTIAL DEVELOPMENTS

Clause 65.01 of the Planning Scheme states that before deciding on an application, the responsible authority must consider the adequacy of loading and unloading facilities and any associated amenity, traffic flow and road safety impacts.

It is quite typical that residential developments do not provide loading facilities for trucks, relying on on-street parking/loading zones. This is often considered reasonable given:

- the limited demand for loading facilities for trucks typically only for moving trucks; and
- the required height clearance for truck loading zones and the implications for design of the development (hence developers are typically reluctant to provide).

Nonetheless, in a precinct such as Domain, the extent of residential development and frequency of residents moving in/out of buildings means the demand for loading zones for moving trucks is significant. The current demand can be met on-street by implementing the recommendations in relation to on-street loading zones. However, if future residential developments proceed without on-site loading facilities, the pressure on on-street parking/loading zones will continue to increase.

As the Planning Scheme requires loading facilities to be provided to the satisfaction of Council, it is important that Council continues to push developers into providing onsite loading facilities in new residential developments and rejects proposals which rely on on-street parking or loading zones. It is understood that Council has been able to successfully negotiate the provision of a loading bay in several recently approved developments within the precinct. This practice should continue to occur to ensure that developments have on-site spaces for service and delivery vehicles to reduce pressure on on-street parking and discourage illegal parking.

5.8 PRIVATE PARKING IN RESIDENTIAL DEVELOPMENTS

Community feedback and consultation with the G12 residents group suggests that private parking in apartment buildings is often underutilised, particularly during the day when demand for on-street parking is high. The same buildings are generating parking demand for service providers (trades people, carers, cleaners etc.) that are competing for on-street parking space.

This has been recognised by at least one building in the precinct, which operates a parking pool of 'spare' private spaces which can be used by other residents for their visitors or service providers. The parking pool is administered by the building's concierge.

There is potential for similar systems to be implemented by other apartment buildings in the precinct to reduce pressure on on-street parking. Where buildings have a concierge or other staff member available to administrate and manage throughout the day, this could be relatively straightforward. In other cases, a more sophisticated system would be required, which can be integrated with the building's security.

Several off-the-shelf apps have been investigated for appropriateness of application.

The **Parkable** app is considered the most promising of these and allows residents of apartment buildings to share and efficiently manage vacant spaces within their on-site car park.

The benefit of the app is that residents are able to self-manage parking spaces using the app, removing the need for a concierge or property manager to manage the system. Residents can use the app to reserve spaces for their visitors or tradespeople undertaking work at their dwelling.

The app is also capable of controlling access to and from car parks; however, it is unclear exactly how this would work and what upgrades to existing access controls are required (e.g. number place recognition cameras etc).

The use of such apps and allowing building access to non-residents inevitably raises questions around security and safety. This would need to be considered by the individual body corporates/strata committees of each building to determine if there is



sufficient support from residents prior to implementation of such systems.

Council's role in the use of parking management systems would be limited to the provision of information to residential developments/body corporates and promotion of its potential benefits.

6 OPPORTUNITIES

The following opportunities are based on the existing conditions and issues discussed earlier in the report.

On-street Parking Supply

The following parking layout changes would increase the number of parking spaces in the precinct:

 Convert the existing parallel parking on both sides of Palmerston Street to 60degree angled parking on the western side to provide 9 additional spaces. These spaces could be subject to short term (1P or 2P) restrictions.

On-street Parking Controls

The following parking control changes would increase the short-term parking supply in the precinct:

- · Convert some of the long-term spaces in Dorcas Street and Bank Street, including:
 - 12 x unrestricted spaces on the southern side of Dorcas Street to 1P
 - 28 x 4P spaces on the southern side of Bank Street to 2P.
- Provide 2 additional 1P parking spaces at the northern end of Bowens Lane and the northern and southern ends of Queens Lane by shortening the existing loading zones.
- Consider providing additional ¼P spaces across the precinct to cater for customer demand (e.g. near cafes), deliveries by couriers etc. including at the following locations:
 - Wells Street south of Bank Street
 - St Kilda Road north of Park Street
 - Bank Street near Wells Street
 - Park Street (northern side)
 - Bowen Crescent near Kings Way
- Consider extending parking restrictions to Saturdays to increase parking turnover and access to parking spaces within the precinct. It is recommended that Saturday extensions are applied to all short-term spaces (¼ P to 2P).

Permit Parking

The following parking control changes would increase the number of parking spaces available to residential parking permit holders in the precinct:



- Consider more flexible restrictions for permit parking holders in selected locations within the precinct, for example in the south-eastern area (i.e. east of Albert Street). This could include:
 - Relaxing the permit parking conditions to allow permit holders to park unrestricted outside any building, not only fully-residential buildings (as per current conditions); and
 - Allowing parking in Loading Zones during certain hours.

Disabled spaces

The following parking control changes would increase the number of disabled parking spaces in the precinct:

- Consider providing additional disabled parking spaces at the following locations:
 - Park Street east of Kings Way
 - Wells Street north of Bank Street
 - Wells Street south of Park Street
 - St Kilda Road between Albert Street and Dorcas Street
 - Dorcas Street east of Wells Street

Loading

The following parking control changes would increase the number of loading zones in the precinct:

- Consider providing additional loading zones at the following locations:
 - Park Street between Kings Way and Wells Street
 - Wells Street north of Bank Street
 - Wells Street south of Park Street
 - St Kilda Road between Dorcas Street and Park Street

It should be noted that providing on-street loading zones would require the removal of existing on-street parking. For the purposes of this report, each new loading zone proposed is assumed to replace one existing parallel on-street parking space (typically 6.4m long). The spaces chosen are located at the end of a row of parallel spaces, which would allow a delivery van (or similar vehicle) to drive straight into the space and maintain some clearance at the rear to facilitate loading or unloading activities.

7 RECOMMENDATIONS

Based on the opportunities discussed in the preceding section, a number of recommendations have been made. These recommendations aim to address some (but not all) of the issues identified based on previous and current conditions. However, the completion of Anzac Station and other projects within the precinct will likely result in potentially significant changes to travel mode share, and subsequently to car parking demand. Given this, it is recommended that Council monitor traffic and parking demand within the precinct post-completion of Anzac Station and prior to



implementing these recommendations, to ensure that any changes parking controls are appropriate.

The recommendations are:

- Explore the possibility of reconfiguring parking layouts in select locations —
 switching from parallel to angled parking where feasible and safe to provide an
 increased number of parking spaces.
- Investigate distribution of disabled parking spaces and loading zones across precinct to ensure sufficient spread is supplied.
- Extend weekday parking restrictions to weekends, especially on Saturdays, to manage parking demand observed outside of standard business hours.
- Consider conversion of all-day parking spaces to 1/4P-4P spaces to increase turnover in line with short- and medium-term parking needs.
- Continue to negotiate with developers during the planning application stage to provide off-street parking spaces for visitor parking and loading zone use.
- Consider more flexible restrictions for residential parking permit holders to allow them to park in more areas.
- Provide information on the adoption of parking management systems as an option
 to efficiently utilise vacant car parking spaces in individual buildings, where there is
 a demand from residents. The adoption of any such system would ultimately be a
 decision for the respective body corporates/strata committees.

A summary of the recommended changes to parking restrictions is provided in **Figure 13** and a summary of the changes to the parking inventory resulting from these changes is provided in **Table 5**.





FIGURE 13: RECOMMENDED CHANGES TO PARKING RESTRICTIONS

STREET						RESTR	ICTION					FIC
5111221								<u>a</u>		y		
	1/4P	1/2P	1P	2P	3P	4P	۵	UNRESTRICTED	DISABLED	LOADING ZONE	DROP OFF	CAR SHARE
Dorcas Street			12 (+12)	25 (-1)			37 (-12)		1 (+1)	1		
Bank Street	2 (+2)			53 (+26)		0 (-28)	75		2	9		2
Wells Street	2 (+2)		33 (-5)						1 (+1)	2 (+2)		2
St Kilda Road			40 (-1)						1	3 (+1)		
Park Street	1 (+1)		4 (-3)	7					1 (+1)	1 (+1)		
Millers Lane								3				
Palmerston Crescent			11	14 (-1)					1 (+1)	2		
Kings Place			13									
Albert Road		27							4	6	2	
Bowen Lane	2		2 (+2)							9 (-2)		
Bowen Crescent	1 (+1)		13 (-1)	16					1	1		
Queens Road			25						1			1
Queens Lane			4 (+4)							5 (-4)		
TOTAL	8 (+6)	27	157 (+8)	115 (+24)	0	0 (-28)	112 (-12)	3	13 (+4)	39 (-2)	2	5

TABLE 5: PROPOSED PARKING INVENTORY (BASED ON PROPOSED CHANGES TO PARKING RESTRICTIONS ONLY)



8 CONCLUSION

As discussed in this report, there are a range of issues, challenges and constraints within the Domain precinct with regard to parking and loading. The recommendations in this report do not attempt to solve all these issues but aim to provide short-term options that could be undertaken to achieve incremental improvements and more efficient use of car parking within the precinct. Any actions taken should be monitored to determine whether the changes have had the desired effect, and further amendments considered if necessary.



PARKING SURVEY RESULTS



Client:	O'Brien Traffic	Date:	Tue 20/06/2023				TRA
Job No.:			12pm & 5pm				
	Bank St, South Melbourne		Spot Count				
	Partly Sunny						
~	_	~	▼	~	Par	king Occup	ancy
Area	Location	Side	Restriction	Space	Tue	sday	Satur
					12:00	17:00	1:0
Dorcas	Street						
A1	Kings Way to Dodds St	North	Loading Zone 7.30am-6.30pm Mon-Fri	3	3	1	1
			Permit Zone No.316 Car Share Vehicles GoGet	1	0	1	1
			1P Meter 793 7.30am-6.30pm Mon-Fri	17	11	7	17
			P Disabled Parking	1	1	0	1
A2	Dodds St to Wells St	North	P Meter Area 792 7.30am-6.30pm Mon-Fri	6	6	5	6
AZ	Dodds St to Wells St	NOTH					+
			3P Meter Area 792 7.30am-6.30pm Mon-Fri	8	7	7	7
			P Disabled Only	4	3	3	0
A3	Wells St to St Kilda Rd	North	2P 7.30asm-6.30pm Mon-Fri Ticket 7843 Resident Permit 12 Area	14	9	5	11
			Permit Zone No.316 Car Share Vehicles GoGet	1	0	1	1
			No Parking 10mins	1	0	0	1
			1/4P	2	2	0	1
A4	Kings Way to Wells St	South	P Ticket 8am-6pm Mon-Fri	49	49	39	49
	J, .5 5 5		Loading Zone 30mins 8am-6pm	1	1	0	0
A.E.	Mollo Ctto Ct Kilde Dd	Carrel	-				
A5	Wells St to St Kilda Rd	South	2P Ticket 8am-6pm Mon Fri	26	14	5	22
Bank S							
B1	Kings Way to Unnamed St	North	P Ticket 8am-6pm Mon-Fri	46	46	31	41
B2	Unnamed St to Wells St	North	P Ticket 8am-6pm Mon-Fri	29	29	17	2
B3	Kings Way to Little Bank St	South	4P Ticket 8am-6pm Mon-Fri	28	17	7	2:
			Permit Zone GoGet Authorised Car Share Vehicles Only	1	1	1	0
B4	Little Bank St to Wells St	South	Loading Zone 15mins 8am-6pm Mon-Sat	9	1	1	4
			2P Ticket 8am-6pm Mon Fri	27	23	16	24
							+
			2P Disabled Only 8am-6pm Mon-Fri	2	0	1	0
			Permit Zone Flexicar Authorised Car Share Vehicle Only	1	1	0	1
Little B	ank Street						
C1	Bank St to Little Bank St	West	No Standing (One Way Only)	0	0	0	
C2	Bank St to Little Bank St	East	No Standing (One Way Only)	0	0	0	
C3	Little Bank St to Park St	West	No Standing (One Way Only)	0	0	0	
C4	Little Bank St to Park St	East	No Standing (One Way Only)	0	0	0	
D1	Kings Way to Little Bank St	North	No Standing	0	0	0	
							
D2	Little Bank St to Wells St	North	No Standing	0	0	0	ļ
D3	Kings Way to Little Bank St	South	No Standing	0	0	0	
D4	Little Bank St to Wells St	South	No Standing	0	0	0	
Wells S	itreet						
E1	Dorcas St to Bank St	West	Permit Zone GoGet Authorised Car Share Vehicles Only	1	1	1	0
			1P Ticket 8am-6pm Mon-Fri	11	11	6	11
E2	Bank St to Little Bank St	West	1P Ticket 8am-6pm Mon-Fri	6	5	5	6
E3	Little Bank St to Park St	West	1P Ticket 8am-6pm Mon-Fri	4	4	2	4
	Bain ot to , and ot		Permit Zone Flexicar Authorised Car Share Vehicle Only	1	1	1	1
-·	D 0:: 5 : 5:	-	· · · · · · · · · · · · · · · · · · ·				
E4	Dorcas St to Park St	East	1P Ticket 8am-6pm Mon-Fri	17	N/A	N/A	N/
Park St							
F1	Kings Way to Little Bank St	North	1P Ticket 8am-6pm Mon-Fri	6	6	6	5
F2	Little Bank St to Wells St	North	1P Ticket 8am-6pm Mon-Fri	5	5	3	4
F3	Wells St to St Kilda Rd	North	1/4P 8am-4pm Mon-Fri, Clearway 4pm-6pm Mon-Fri	6	N/A	N/A	N/
F4	Kings Way to Millers Ln	South	No Standing	0	0	0	
F5	Millers Ln to Palmerston Cres	South	No Standing	0	0	0	
F6	Palmerston Cres to St Kilda St	South	2P Ticket 8am-6pm Mon Fri	8	8	5	8
		Jouin	Zi Ticket dain-opiii Woll Fil	٥	J	l 3	-
Millers		T					
G1	Park St to Kings PI	West	Unrestricted	3	3	1	3
G2	Park St to Kings Pl	East	No Standing	0	0	0	0
Kings F	Place						
H1	Kings Way to Millers Ln	North	1P Ticket 8am-6pm Mon-Fri	8	7	6	7
H2	Millers Ln to Palmerston Cres	North	Construction Site Authorised Workers Only	0	0	0	0
H3	Kings Way to Millers Ln	South	1P Ticket 8am-6pm Mon-Fri	2	2	0	2
H4	Millers Ln to Palmerston Cres	South	1P 8am-6pm Mon-Fri	3	3	3	3
		Journ	тг оант-ори мон-ги	3	3		3
	ston Crescent					ı	
J1	Park St to Kings Pl	West	1P Ticket 8am-6pm Mon-Fri	5	5	5	4
J2	Kings PI to Kings Way	West		N/A	N/A	N/A	N/
	Deal Out Miner West	F	2P Ticket 8am-6pm Mon Fri	9	7	6	8
J3	Park St to Kings Way	East	ZF TICKEL BATH-OPHI WOTT FTI	9	,	0	

O'BRIEN TRAFFIC 24072FINAL: 17 APRIL 2024

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Albert	Road						TRA
K1	St Kilda Rd to Kings Way	NorthWest	2P Disabled Only	2	2	0	C
			Loading Zone 30mins 8am-6pm Mon-Fri	1	1	1	1
			1/2P Angle Ticket 8am-6pm Mon-Fri, Taxi Zone 6pm-6am	6	5	2	6
			1/2P Angle Ticket 8am-6pm Mon-Fri	10	10	3	8
K2	Kings Way to Albert Rd	West	Construction Site	0	0	0	(
КЗ	St Kilda Rd to Albert Rd	West	Construction Site	0	0	0	(
K4	Kings Way to Albert Rd	East	Construction Site	0	0	0	(
K5	St Kilda Rd to Albert Rd	East	Construction Site	0	0	0	(
Bowe	n Lane						
L1	Kings Way to St Kilda Rd	NorthWest	No Standing	0	0	0	
L2	Kings Way to St Kilda Rd	SouthEast	Loading Zone 15mins 8am-6pm Mon-Sat	11	4	3	
	3,		1/4P 8am-6pm Mon-Fri	2	2	1	T :
Bowe	n Crescent		The state of the s				
M1	Kings Way to St Kilda Rd	North	1P Meter 8am-6pm Mon-Fri	15	9	4	1
	J. 12, 12 21 11 12 12 12 12 12 12 12 12 12 12	1	Loading Zone 15mins 8am-6pm Mon-Fri	1	0	0	†
			2P Disabled	1	0	0	
M2	Kings Way to Queens Rd	South	2P Meter 8am-6pm Mon-Fri	11	8	5	1
M3	Queens Rd to St Kilda Rd	South	Work Zone 7am-5pm Mon-Fri & 9am-3pm Sat	5	3	0	
	ns Road	Coun	Work Zone rain opin Worri ii a sain-opin odt	, ,			<u> </u>
P1	Kings Way to Bowen Cres	West	1P Meter 8am-6pm Mon-Fri	13	6	1	1
' '	itings way to bower cres	VVCSI	2P Disabled	1	1	0	-
P2	Kinga Way ta Bayyan Craa	East	1P Meter 8am-6pm Mon-Fri	12	12	5	1
P2	Kings Way to Bowen Cres	East			12	0	
000	ns Lane		Permit Zone GoGet Authorised Car Share Vehicles Only	1	'		
Q1	Kings Way to Bowen Cres	West	No Standing	Το	0	0	,
Q2	Kings Way to Bowen Cres	East	Loading Zone 30mins	9	5	0	
QZ	itings way to bower cres	Last	Loading Zone 30mins 10am-3pm, No Stopping Other Times	1		-	
Cobde	en Street		Educing 2016 Soffins Touri Spiri, No Glopping Other Times				
R1	Kings Way to Kings PI	NorthWest		N/A	N/A	N/A	N
R2	Kings Way to Kings PI	SouthEast		N/A	N/A	N/A	N
Kings		Julileast		IN/A	IVA	IVA	- 1
S1		- Fast	Clearus Teur Augus At All Time	То		0	
S1 S2	Dorcas St to Bank St Bank St to Little Bank St	East East	Clearway Tow Away At All Time	0	0	0	1
S3	Little Bank St to Park St		Clearway Tow Away At All Time	0	0	0	1
		East	Clearway Tow Away At All Time	0	0	0	1
S4 S5	Park St to Kings Pl Palmerston Cres to Albert Rd	East	Clearway Tow Away At All Time	0	0	0	1
		East	Clearway Tow Away At All Time				1
S6	Albert Rd to Bowen Ln	East	No Standing	0	0	0	1
S7	Bowen Cres Queens Rd	North	No Standing	0	0	0	
S8	Queens Rd to Queens Ln	North	No Standing	0	0	0	1
S9	Queens Ln to St Kilda Rd	North	No Standing	0	0	0	
	da Road	T 1					
T1	Dorcas St to Park St	West	1P Ticket 8am-6pm Mon-Fri	N/A	N/A	N/A	N
	Park St to Albert Rd	West		N/A	N/A	N/A	N
T2	I Albant Dalta Albant Dal	West		N/A	N/A	N/A	N
T2 T3	Albert Rd to Albert Rd			N/A	N/A	N/A	N
	Albert Rd to Bowen Ln	West		IN/A			
Т3		West West		N/A	N/A	N/A	N
T3	Albert Rd to Bowen Ln		1P Meter 8am-6pm Mon-Fri				N 1

APPENDIX A1: SPOT PARKING SURVEY RESULTS (TUESDAY 20 JUNE 2023 & SATURDAY 24 JUNE 2023)



			Tues	day		Saturd	lay	
		12:0	0	17:00		13:00		
Restriction	Supply	Occupancy	%	Occupancy	%	Occupancy	%	
1/2P Meter	16	15	94%	5	31%	14	88%	
1/4P	4	4	100%	1	25%	3	75%	
1P Meter	120	95	79%	60	50%	114	95%	
2P Meter	95	69	73%	42	44%	83	87%	
3P Meter	8	7	88%	7	88%	7	88%	
4P Meter	28	17	61%	7	25%	23	82%	
P Meter	130	130	100%	92	71%	122	94%	
Loading Zone Disabled	38	15	39%	6	16%	20	53%	
Spaces	12	8	67%	4	33%	3	25%	
Unrestricted	3	3	100%	1	33%	3	100%	
Car Share	7	5	71%	5	71%	5	71%	

APPENDIX A2: SUMMARY OF PARKING OCCUPANCY FROM SPOT PARKING SURVEY RESULTS





11. SUSTAINABLE PORT PHILLIP

Nil

12. VIBRANT PORT PHILLIP

12.1	Business Parklet Guidelines 2024	185
122	South Melhourne Market Project Connect Scope Endorsement	220

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12.1 BUSINESS PARKLET GUIDELINES 2024

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

DEVELOPMENT

PREPARED BY: MARC JAY, COORDINATOR CITY PERMITS

1. PURPOSE

1.1 To present revised Business Parklet Guidelines for 2024 onwards and seek Council endorsement.

2. EXECUTIVE SUMMARY

- 2.1 The current Business Parklet Guidelines were endorsed by Council in October 2023 and provide guidance to businesses seeking to obtain a business parklet permit, and the criteria used by officers in this decision-making.
- 2.2 The Outdoor Trading (Dining) Policy was endorsed by the Council in November 2022. This sets out the overarching policy outcomes that influence all Outdoor Dining opportunities in the City, including business parklets.
- 2.3 Updates are proposed to the guidelines in response to officer, trader and community feedback. These include:
 - 2.3.1 Updated definitions and standard permit conditions.
 - 2.3.2 Improved clarity for managing inactive business parklets.
 - 2.3.3 Streamlined assessment process for requests that do not meet the Guidelines to reduce wait times for traders.
 - 2.3.4 Improved clarity for the food and beverage services and sanitary facilities to be provided from the host business.
 - 2.3.5 Improved clarity of permit-holder's and Council's responsibilities.
- 2.4 Considering the limited scope of the proposed updates to the guidelines, officers do not propose formal consultation.

3. RECOMMENDATION

That Council:

- 3.1 Endorses the Business Parklet Guidelines 2024 (Attachment 1).
- 3.2 Authorises the CEO, or their delegate, to make minor amendments that do not materially affect the intent or substance of these guidelines.

4. KEY POINTS/ISSUES

- 4.1 Business parklets were implemented across the City during the COVID pandemic at the end of 2021, initially to assist hospitality venues in navigating patron restrictions, they have since been embraced as additional outdoor seating opportunities.
- 4.2 The key changes proposed to the guidelines (Refer Attachment 1), that differ from the current version are:
 - 4.2.1 Expanded and updated Definitions, consistent with the current City of Port Phillip Community Amenity Local Law 2023, Table 1, Page 7.

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- 4.2.2 Improved clarity for managing inactive business parklets, to ensure these can be promptly addressed by Authorised Officers. Page 12.
- 4.2.3 An update to the decision-making process would ensure requests that do not meet the Guidelines are reviewed faster, and in-turn reducing the traders' wait time for permits. Pages 14 and 15.
- 4.2.4 Formatting changes to improve clarity of permit-holder's and Council's responsibilities. Pages 14 and 15.
- 4.2.5 Increased clarity where parklets can be located and for the food and beverage services and sanitary facilities to be provided from the host business. Page 16.
- 4.2.6 Updates to the Business Parklet Standard Conditions, resulting from a recent legal review. Refer Att. 1, Pages 36.

5. LEGAL AND RISK IMPLICATIONS

- 5.1 A recent legal review has informed updates to the Business Parklet Standard Conditions.
- 5.2 The previous guidelines review in 2023 included Risk Assessment and Gender Impact Assessment.

6. FINANCIAL IMPACT

6.1 The guidelines do not impact the footpath trading fee structure endorsed as part of the annual budget process. Fees will next be considered as part of the 2024/2025 budget process.

7. ENVIRONMENTAL IMPACT

7.1 The guidelines are anticipated to have positive impact on the environment through protecting the amenity, natural and built assets, and cleanliness of the city.

8. COMMUNITY IMPACT

- 8.1 The guidelines aim to support the creation of a liveable, safer and healthier city by regulating business parklets that may impact on urban character, local amenity and the fair enjoyment by or safety of others.
- 8.2 These guidelines and outdoor dining, in general, enable the community to support local traders as well as opportunities to socialise outdoors.
- 8.3 These guidelines are designed to support local traders in growing their patronage and increasing visitation to the Municipality.
- 8.4 These guidelines are designed to support access to high quality dining experiences as well as healthy and vibrant neighbourhood shopping strips for our community.

9. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

9.1 The updated guidelines continue to align with the Vibrant Port Phillip Strategic Direction

10. IMPLEMENTATION STRATEGY

10.1 TIMELINE

10.1.1 Once endorsed, the revised guidelines will be used to assess new applications and current permitted business parklets, from May 2024 onwards.

MEETING OF THE PORT PHILLIP CITY COUNCIL 15 MAY 2024



10.2 COMMUNICATION

10.2.1 The revised guidelines will be placed on Council's website and be distributed to all current permit holders, including those who make enquiries.

11. OFFICER MATERIAL OR GENERAL INTEREST

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

ATTACHMENTS 1. Draft Business Parklet Guidelines 2024





Business Parklet Guidelines DRAFT (May 2024)

Version 6, 2024





Guideline Governance

Responsible Service / Department.
City Growth and Culture; Safety and Amenity
Adoption authorised:
Date of adoption:
Date effective from:
Content Manager folder:
Content Manager file:
Content Manager me:
Endorsed CEO or ELT member or department manager to make and approve
document editorial amendments:
General Manager of City Growth and Development
Executive Manager Advocacy and Stakeholder Engagement
Annual desktop review date:
To be advised
Review date:
To be advised
Completion date:
To be advised
Version number:
Draft Version 1

Stakeholder review and engagement:

Local Laws and City Amenity, South Melbourne Market, City Growth and Culture, Open Space Recreation and Community Resilience, Asset Protection, City Planning and Sustainability, Maintenance and Operations, Partnership and Transport, Health, Events, Property, Footpath Trading.



Relevant Legislation:

Community Amenity Local Law 2023

Local Government Act

Road Management Act

Environment Protection Act

Planning and Environment Act

Associated Strategic Direction #:

Strategy 4 - Vibrant Port Phillip

Associated instruments:

Outdoor Trading (Dining) Policy

Business Parklet Guidelines

Supersedes:

Business Parklet Guidelines Version 5, March 2023



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Who is this document for?		
Eligibility	6	
What is a parklet?	5	
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How to set up a parklet	8	
Before you apply	8	
Business parklet process	9	
Гуреs of permits available	10	
Considerations prior to making an application	12	
Permit holder responsibilities		
Council responsibilities		
Vhere can parklets be located?		
Designing your parklet	20	
What can go in your parklet?	29	
nformation required with application	33	
Decision making		
Business Parklet Standard Conditions		



Purpose

This document provides guidance to businesses seeking a business parklet permit in the City of Port Phillip and the criteria used by Authorised Officers in their decision-making.

This document is in line with the Council's Plan 2021-2023, the Outdoor Trading (Dining) Policy and the Municipal Health and Wellbeing Plan 2017- 27. The Council's Outdoor Trading (Dining) Policy Objectives are in line with the City of Port Phillip Community Amenity Local Law 2023.

Outcomes

As per Council's Outdoor Trading (Dining) Policy, the intended outcomes of this Guideline are to:

- Encourage activation and vibrancy in our main streets, activity centres and laneways, which
 makes them more enjoyable and safer for our community.
- Ensure that outdoor trading enhances the quality of streetscapes and activity centres.
- Ensure that the City of Port Phillip's 'brand' as a vibrant, sophisticated, arts-focused community is represented by strong design and visual outcomes being apparent in approved parklets and activations.
- Support our local businesses and economy to survive and thrive and be more resilient to future economic shocks.
- Balance the activation of public space with amenity requirements of surrounding businesses and the community more broadly.
- Ensure activation of public space meets (and in some cases exceeds) accessibility, public safety and sustainability requirements.
- Ensure businesses that benefit from use of public space make a fair contribution for this
 use through appropriate fees, charges and upkeep responsibility.
- Provide certainty to businesses, community, Councillors and staff on the way requests to
 use public space in new ways will be treated (and any fees, charges and engagement
 required) to ensure applications can be considered efficiently, effectively and in a timely
 manner.
- Ensure appropriate oversight and compliance measures are in place to provide our community with confidence that public safety, maintenance and legislative requirements are being achieved and the policy objectives are being met.
- For temporary activities only, test and trial new uses of public space, which could inform longer-term public space priorities, projects and investment by Council.
- When considering shared public space, ensure a balanced and equitable sharing of opportunities between the public, hospitality traders and non-hospitality traders adjoining the public space.



Who is this document for?

- Businesses who wish to utilise existing on-street parking spaces to establish a parklet.
- Surrounding businesses and community members who are interested to understand how business parklets are managed by Council.
- Council Authorised Officers who assess applications for business parklets and those
 Authorised Officers who enforce the Local Law and Business Parklet permit compliance.

Eligibility

All hospitality businesses based in the City of Port Phillip are eligible to apply for a Business Parklet. The exceptions are stand-alone bottle shops, tobacco shops, venues with an electronic gaming machine or other gambling components.

Community, not-for-profit organisations or businesses outside of hospitality can apply to Council separately on an as-needs basis and these will be assessed on their merits and perceived benefit to the community.

What is a business parklet?

A business parklet is a car parking space, or in some limited instances a part of a public road, that has been transformed by a commercial business into a place that the community can enjoy.

A business parklet is managed by and in association with a business to expand their services.

Benefits:

- Encourage people to spend more time enjoying our streets
- Reimagine the use of car parking bays to transform them into places for people rather than cars
- Provide greening opportunities which can improve the look and feel of our streets
- Support local businesses by extending their dining space
- Allow more people to observe and participate in the life of the street, which can improve the overall feeling of safety in the neighbourhood.



Definitions

Table 1 Definition of terms

Term	Definition
Authorised Officer	A person appointed pursuant to section 224 of the Local Government
	Act 1989 as an authorised officer, for the purposes of the Local Law.
Council	City of Port Phillip
Parklet	Re-purposed on-street parking spaces which are designed to extend
	public space to provide an additional place for congregation,
	accessible public seating, street greening and additional pedestrian
	space.
Business parklet	Parklet used for commercial purposes that is the subject of these
	Guidelines.
On-street parking	Designated parking spaces located on public roads that may be
	occupied by a vehicle for a specified period.
City Permits Panel	The Panel considers:
	applications that do not meet the requirements of the Footpath
	Trading Guidelines, Mobile Food Vehicle Guidelines, or Business
	Parklet Guidelines, but the officer recommends support, or
	• the permit applicant seeks a review of the Council Officer decision
Guideline/s	Business Parklet Guidelines
Local Law	City of Port Phillip Community Amenity Local Law 2023 or subsequent
	Local Laws as adopted by Council, that authorises a use or activity.
Permit	Refers to an approval issued under the City of Port Phillip Community
	Amenity Local Law 2023 or subsequent Local Laws as adopted by
	Council, that authorises a use or activity.
Permit holder	Permit holder has the same meaning as the definition under the City
	of Port Phillip Community Amenity Local Law 2023 or subsequent
	Local Laws as adopted by Council, that authorises a use or activity.



How to set up a parklet

Applicants must use these Guidelines to assist with their application and to manage a business parklet. This will ensure they understand the design requirements, assessment, responsibilities and costs associated with business parklets.

The key steps in how to set up a business parklet are explained below.

Before you apply

It's important to consider whether your needs could alternatively be met by a footpath trading permit, or an extension to existing footpath trading.

Not all applicants will be granted a business parklet permit, as there are a number of criteria and requirements to consider and some locations have limitations on the number of business parklets that can be permitted.

Read through these Guidelines to make sure you understand what you will need to do.

For additional help visit the **Business Enquires page** on the City of Port Phillip website.



Business parklet process

Table 2 process



Apply

Applications with supporting documentation can be made online at:

*****broken link to fix*****



Assessment

Applicants may be contacted to discuss aspects of their application or to provide further information. Council will work with you to finalise Business Parklet designs and achieve compliance.



Permit issued

If your application is supported, Council will issue you with a Business Parklet permit with conditions and an approved plan. You will also be advised of any other permits required for the installation such as Street Occupation and Road Closure permits.



Installation

The permit holder can install the Business Parklet and permitted structures and furniture.



Operation

The permit holder must manage the business parklet in accordance with the permit conditions and approved plan.

Council officers will periodically inspect the business parklet structure and its use. Feedback will be provided to the permit-holder to address any matters. Non-compliance may result in enforcement action or cancellation of the permit.



Remove infrastructure

At the expiry of the permit, all infrastructure must be removed by the permit holder and all council assets and roadway are returned to their original condition.

Types of permits available



Annual permits

Annual permits allow for year-round activation, granted for a maximum of twelve months and expire 30 September. Permits may be subject to change at any time during the permit period.

Renewal of an annual permit

Permits can be renewed annually, up to two times unless:

- a) non-payment of fees permit revoked
- b) neighbour reasonably withdraws consent revoked or amended
- c) streetscape works require access to business parklet location
- d) there is a waiting list of business parklet requests in your precinct.
- e) there have been recorded incidents of non-compliance or enforcement action taken

A renewal notice will be issued for all eligible annual permit holders. It is the responsibility of the permit holder to ensure all details have been updated, including public liability insurance, letters of consent. Failure to provide all documentation and/or payment of fees may result in the cancellation of the permit.

The Council reserves the right to reassess and amend permit conditions at any time.

Seasonal permits

Seasonal permits allow for business parklets for up to seven months, from 1 October to 30 April each year. Fees will be for the full seven months regardless of whether a permit is issued for a shorter period. If a seasonal permit holder applies to transfer to an annual permit, they must contact Council prior to the expiry of their seasonal Permit, to inquire about the process (refer to 'Renewal of an existing permit', below).



Table 3 Types of permits

	Seasonal Permit	Annual Permit
Duration	1 October to 30 April	Expires annually on 30 September
Renewal	Not renewable Option to apply for annual permit at end seasonal permit – conditions apply	Permits may be renewed annually and may be on-going unless: a) non-payment of fees - permit revoked b) neighbour withdraws consent — amended permit or not renewed c) streetscape works require access to permit location d) there is a waiting list of parklet requests. e) parklet ceases to meet criteria f) the business parklet operation does not comply with the permit conditions or the Local Law
Average investment	Low-Medium	Medium-High
Access requirement	Minimum requirement is a ramp to parking bay or platforms level with the footpath may be constructed instead	Platform level with footpath

Amendments to an existing permit

Permit-holders can apply to amend a business parklet permit at any time. Examples include amending the size of a business parklet, changing furniture design, or increasing advertising. An amendment fee is payable for officer assessment and liaison.

Transfer of business ownership

A parklet permit cannot be part of a business sale. A new business owner must apply for the business parklet within 28 days of the sale. There is no legal attachment to the sale or transfer of ownership of a business.

An application fee is required for the authorised officer's assessment and liaison. In considering the transfer of ownership request, the Council may reassess and amend permit conditions to ensure compliance with the Guidelines to respond to any changes in the business parklet design or operation.



It is the responsibility of the existing proprietor to include the balance of any remaining permit fees in the sale of the business.

Removal

A business parklet that has been – or will be - inactivate for three months or more, for any reason including prolonged renovations, will result in the cancellation of the permit.

Upon the expiry, cancellation or revoking of a permit, all business parklet furniture and structures must be promptly removed and the area reinstated back to on-street parking.

Failure to do so may result in enforcement action. Council reserves the right to undertake any works necessary to reinstate on-street parking, and to recoup these costs.

Considerations prior to making an application

Will your premises have enough toilet facilities?

The addition of an outdoor area to an existing restaurant/café may lead to an increase in overall seating capacity. As such, these premises should have adequate toilet facilities available for customers and staff in line with any relevant building regulations. Please view volume 1 of the NCC (abcb.gov.au) for further information. Restaurants/Cafes are considered 'Class 6'.

Where overall capacity exceeds twenty seats it may be necessary to upgrade existing toilet facilities.

Will you need to relocate any public infrastructure?

If you would like to relocate items such as seats, litter bins or bicycle stands, you can make a request to Council to relocate the infrastructure

The relocation of public infrastructure may sometimes be possible, but this must result in an equal, if not improved outcome for the community.

If the infrastructure is to be relocated in front of another premises, you must then obtain the written consent(s) of the owner and occupant of the premises where the items will be relocated.

All costs associated with the relocation of any public infrastructure, including any reinstatement must be paid by the person/business requesting the change.



Will access to any services be compromised?

When thinking about how you will set up your parklet, it's important that access to services such as sewers, gas, water, telecommunications and electricity conduits should not be obstructed by business parklet structures. You may need to demonstrate how access could be maintained during the lifetime of the business parklet, for example, by including access to inspection lids in your design.

Removable furniture such as tables, chairs, umbrellas and heaters may be placed on top of underground service pits. Access to services may be required at any time.

Will you include any advertising?

If you propose advertising, include this in your application for consideration.

You may feature the name of your business or relevant product/s name on umbrellas and barriers only. The business/company logo can be displayed on every second panel and on the two ends closest to the kerb edge. Refer to Figures 3 and 4.



Figure 3 Advertising requires approval by Council

Figure 4 Only the business/company logo can be displayed on every second panel and on the two end returns closest to the kerb edge.

Display or sale of goods

Parklets must not be used for the display or sale of goods sold within the premises.



Permit-holder responsibilities

The permit-holder must

Daily management

- operate in accordance with the permit, its conditions and endorsed plan(s).
- monitor use of the area, ensuring patrons consuming food and drinks are seated and manage any behaviour that impacts with the use, enjoyment and comfort of others, including footpath users and nearby residents.
- ensure adjoining areas area are not obstructed.
- keep furniture and surrounding areas clean, with litter deposited in bins kept inside the premises. Litter must not be swept into the street gutter or adjacent footpath areas.
- ensure any planters are watered and maintained.
- comply with all relevant Acts and Regulations.

Safety and accessibility

- ensure patrons do not impact the flow of footpath users, bicycles or vehicles.
- ensure the use of a business parklet in proximity to an intersection does not obscure a driver's line of vision, or traffic signs.
- maintain all permitted clearances and traffic lanes, public and other street infrastructure.
- ensure the footpath trading area remains clean and safe.

Community amenity

- comply with the permitted use, hours and conditions of the permit, and comply with all other relevant Acts and Regulations.
- prevent adverse impacts on the amenity of the area from the emission of noise, smell or appearance.
- comply with Environment Protection Authority (EPA) requirements in respect of noise, and
 ensuring that no external address system, outdoor speakers or sound amplification
 equipment is used, without the written consent of the Council.
- ensure the prompt removal of graffiti and rectification of any damage.
- · not place commercial waste in public litter bins.



Council responsibilities

Maintenance of the footpath

Council manages and maintains the public land and reserves the right to reclaim access to the footpath and remove all items at any time.

Compensation and loss of trade

No compensation is provided for any inconvenience or loss of trade resulting from activities or works carried out by the Council, its contractors or service authorities.

Access to underground services

Council and other service authorities may access underground services within the footpath trading area at any time, without notice to the permit-holder.

Monitor compliance with approved permit

Council's Authorised Officers monitor business parklets to ensure compliance with permit conditions. If a breach is observed the permit-holder would be contacted.

Where the Authorised Officer considers there to be public safety risk, this would be considered to be a serious breach and may require immediate action.

Actions may include the issuing of a Notice to Comply, fines, amendment or cancellation of the permit and/or the impounding of footpath items.

When three breaches occur within a twelve-month period, the City Permits Panel will review the permit. Depending on seriousness of the breaches, further action may be taken in accordance with the Community Amenity Local Law 2023.

Relevant policy, regulations or legislation

City of Port Phillip Community Amenity Local Law 2023 or updated versions. Outdoor Trading (Dining) Policy.





Where can parklets be located?

Location

Business parklets may be considered to be placed in on-street parking bays that:

- are on Council owned or managed roads.
- are on a road with 40km/h speed limit or less.
- are not parking restrictions of either Clearways, Disabled, Loading Zone, Care Share etc
- · do not obstruct sightlines for pedestrians, cyclists and drivers.
- provides a minimum area of 6m x 2.5m and retains a 3m wide trafficable lane.
- are located in-front of the host business to which it relates, for the provision of all food, beverage and sanitary facilities.
- · maintains direct access to the footpath.
- do not obstruct access to Council and utility/telecommunication assets.

When possible, preference will be given to non-metred parking bays.

Businesses adjacent to tram corridors require the approval of Yarra Trams.

Intersections - line of sight

Parklets must be located at least 10 m from an unsignalised intersection and 20m from a signalised intersection; or as advised by council's traffic engineers, and/or the Department of Transport (VicRoads) as required.

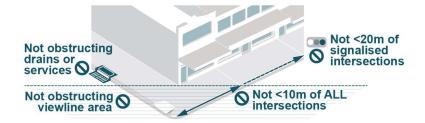


Figure 5 Business Parklets need to be placed 10m from an unsignalised intersection and 20m from a signalised intersection.

Occupying an adjacent parking bay

The permit applicant must obtain and submit written consent by the owner, body corporate and/or occupier when applying to occupy a parking bay in front of an adjacent premises.



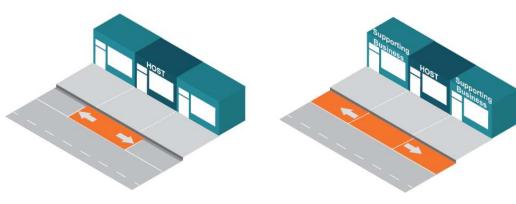


Figure 6 A business may apply for a business parklet in front of their premises.

Figure 7 A business may apply for a business parklet in front of neighbouring premises with their written consent.

If the neighbouring premises is sold or occupied by a new tenant, the existing permit will remain valid until it expires. When applying for a new permit or renewal, a new consent must be submitted from the new owner, body corporate and/or occupier.

If the adjoining owner, body corporate and/or occupier withdraws consent during the permit period, depending on the circumstances the permit holder may be permitted to trade in front of the adjacent premises until the permit expires.

Where an applicant proposes using an on-street parking bay that is not adjacent to another business and/or occupier, Council may consider if the outcome would benefit the streetscape and general community. This will be considered on a case-by-case basis.

Neighbouring business or resident consents required

If the on-street parking bay you are seeking to occupy aligns with your shopfront or falls within it, then no consent is required from neighbouring businesses or residents.

If any of your parklet would fully or partially obstruct neighbouring premises, then written consent is required from the owner, body corporate and/or occupier neighbouring premises for this to occur (on both sides of your business if applicable).

This applies to neighbouring premises on street level only, not residents or businesses located directly or indirectly above the business in question.



There are certain grounds where Council may decide to grant a permit despite consent not being provided such as when only a small portion of the adjacent business/resident would be impacted or when Council deems that consent is being unreasonably withheld due to a personal dispute or similar. This will be considered on a case-by-case basis.

Maximum number of business parklets within areas

To minimise potential impacts to on-street parking and ensure an appropriate balance of outcomes within each activity centre, the maximum number of parking bays that will be permitted within each area has been calculated. Refer to Table 4.

Activity centres are defined by the Commercial 1 (C1Z) overlay of the Planning Scheme. Calculations are based on a number of factors, including the total number of publicly available onstreet car parking spaces, the number of spaces allocated to other uses (such as loading, etc), public transport connections, community feedback and experiences through the trial period, physical attributes such as footpath widths and other location factors.

The maximum number of business parklets in each activity centre may be varied, taking into consideration the density of business parklets in any one part of an activity centre and any other relevant matters.

Requests for business parklets outside of identified activity centres will be considered on a case-by -case basis.

In addition, requests for over 4 parking spaces (regardless of whether this fits within the maximum amount of bays allocated) may be asked to demonstrate patron demand to justify a larger area; and should this demand not be forthcoming, be asked to reduce their parklet accordingly. This will only occur in instances where an application for a parklet is made by another business and additional parking bays are required to facilitate this within that precinct.



Table 4 maximum number of parking bays to be used as business parklets

Location	Maximum parking bays used
Acland St Activity Centre	15
Ormond Road Activity Centre (between Beach and Pine Avenues)	8
Ormond Road Activity Centre (Glen Huntly Road intersection)	4
Glen Huntly Road Activity Centre	5
Glen Eira Road Activity Centre	6
Tennyson St Activity Centre	3
Carlisle St Activity Centre	15
Inkerman St Activity Centre	4
Fitzroy St Activity Centre	9
Victoria Ave Activity Centre	15
Bridport St Activity Centre	20
Bay St Activity Centre	20
Armstrong St Activity Centre	14
Clarendon St Activity Centre	27

Designing your parklet

Activity centres each have their own characters, that can be enhanced through the design of Business Parklets. The design and appearance of business parklets and furniture must be high quality, robust and structurally sound to be able to withstand prolonged exposure to all weather conditions.

All Parklets must include:

Safety elements

 A buffer setback of 0.45m must be provided around the perimeter of the parklet, from all adjacent traffic/bicycle lanes and adjacent parking bays



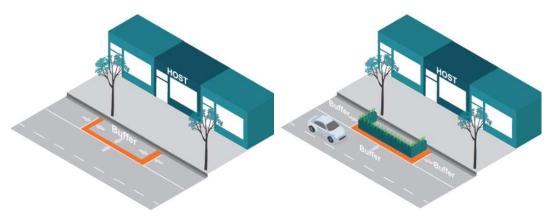


Figure 8 Business Parklets need to have at least a 0.45m buffer between any traffic lane, including bicycle lanes, and the structure.

- Minimum 0.45m x 0.45m safety barriers must be provided at all four corners and at regular minimum 4m intervals
- The total height of the safety barriers must be 0.9m above carriageway level
- Business Parklet barriers must be 0.9m in height.
- Safety barriers must be:
 - o collapsible
 - o weighted with 0.3m depth crushed rock
 - o soil filled to at least 0.3m depth for planting
 - o treated pine sleepers or equivalent, as approved by Council
 - o checked periodically to ensure structural integrity is retained
- Chevron signage (compliant with Australian Standard), must be affixed to the approach end of your parklet. Chevron signage must be reflective.





Figure 9: Natural wood materials should appear finished and well maintained



Figure 10: Business or other relevant product name may only appear on every other barrier; artwork may fill remaining spaces



Figure 11: Creative patterns, designs or artwork that enhance the streetscape are encouraged



Figure 12: Barriers must fully enclose the space. No gaps are permitted



Figure 13: Flimsy materials like lattice should not be used in parklets



Figure 14: Temporary barriers and other rented materials must be wrapped and finished

Accessible paths of travel

- Un-obstructed paths of travel must be made available for persons utilising mobility devices such as wheelchairs, prams, and walkers including those who may be visually impaired community members.
- A business parklet may require the removal of outdoor dining on the footpath, particularly
 where a footpath is narrow. See further information under the 'Considerations prior to
 making an application' section.
- A business parklet must provide at least one accessible access point with a preferred width of 2m, or minimum width of 1.5m.
- A business parklet should provide a wheelchair turning area and resting space







Host

Figure 15: Business Parklets must have at least one unobstructed entrance, with a minimum width of 1.5m, preferably 2m

Figure 16: It is preferred that the entire frontage of the Business Parklet is accessible from the footpath

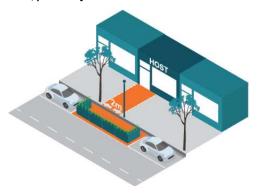


Figure 17: The design of the entrance to the Business Parklet needs to take into account fixed objects in the footpath such as trees and lighting.

Wheelchair turning area and resting space

- A wheelchair turning area must be provided, to make a 180° turn, with a minimum diameter of 1.5m.
- A wheelchair resting space must be provided for and have a 0.8m minimum width and 1.3m minimum length. The wheelchair resting space should incorporate companion seating.

Accessible tables and chairs

- A table should be no higher than 0.8m and a chair or seat no higher than 0.5m.
- Higher, bar-style furniture is not encouraged as gathering patrons can obstruct the pedestrian zone. It can also limit access to wheelchairs and mobility aids



Raised platform

Annual business parklets must include a platform that is level with the kerb. Seasonal business parklets may also include raised platforms.

- Steps are acceptable providing ramp access is also provided if required to access the parklet.
- The difference in height between a kerb and raised platform should be no more than 6mm.
- The maximum gap between the kerb and raised platform is 10mm. A bridging platform can
 be used if a gap is more than 10mm, or if the raised platform does not match the height of
 the kerb. Refer diagram below.
- Any raised platform must ensure stormwater flow is not obstructed. The removal of leaves and litter is the responsibility of the permit holder.
- Any structure including a platform in proximity of stormwater entry pits must be designed to enable access and maintenance to occur.
- Where a Business Parklet would be built at a different level from the kerb upstand, a
 bridging or levelling platform can be utilised to create a smooth transition and prevent
 tripping hazards.
- Any ramp should not exceed a 5% gradient slope.
- A parklet structure 100m² or greater may also be subject to a Building Permit.



Figure 18: Seasonal Business Parklets are not required to have a platform that is level with the footpath and may therefore use a ramp onto the carriageway.







Figure 19: Bridging platform covers a gap between the platform and the kerb upstand



Figure 20: Levelling platform creates a smooth transition and prevents tripping hazards



Figure 21: A mat creates a flush transition from the platform to the footpath



Figure 22: The platform has been constructed at the level of the footpath.



Figure 23: Platform is not flush with surround footpaths



Figure 24: Ramp is used to gain access to a platform



Weather protection

Umbrellas are a preferred method of providing shade and weather protection.

Structures with full solid height walls are not permitted. This includes marquees and floor to ceiling glass and plastic blinds. Only open structures which are built for the purpose of providing shade and rain protection may be considered.

Structures must:

- Be open above the planter box or fencing and lightweight in appearance
- Demonstrate how it meets the design outcomes below
- Be designed by a qualified registered Engineer or Architect/designer. The Engineer must certify the structural design by submitting a Certificate of Compliance (Reg 126) - Design.
 Upon completion of works, the Engineer must inspect and issue a Certificate of Compliance (Reg 126) - Inspection. All works must be carried out by a suitably registered builder
- · meet building requirements
- be designed so that any roof structure manages water runoff and wind load

In areas particularly exposed to heavy winds (for example areas in close proximity to the foreshore), higher transparent screens up to 1.5m may be permitted around the parklet area to provide wind protection or noise mitigation. However:

- No other structures (for example blinds, menu boards) can be attached to the transparent/glass screens
- Glass panels must be transparent and kept clean at all times
- Glass screens must be maintained to a safe standard for the public and any damage must be repaired immediately

Structures must consider these design outcomes:

· Retain views to businesses and heritage buildings

To ensure that structures do not obstruct or detract from heritage buildings/streetscape character and ground floor shops

Welcoming spaces

Structures create open and inviting spaces that feel public and not privatised

Activation on the street

Structures allow outdoor dining to be seen from along and across the street and do not create hiding places

Structures are appropriately designed and engineered

Long-lasting and robust materials that complement the surrounding context. Demonstrably safe and well designed.

· Recessive in the streetscape

Structures are designed to be recessive in the streetscape, with lightweight structures



Easy to maintain

Structures are easy to maintain and clean

· Retain amenity and function of the footpaths

Structures do not impact the amenity and function of the footpath, for example, tree foliage, branches and canopies, reasonable solar access, street furniture, management of water runoff



Figure 25: Sisters of Soul parklet in Shakespeare Grove, St Kilda

Drainage

- A gap of 0.2m between the kerb and the base of the frame will need to be included to allow for water to run along the drain as usual
- A rubbish grate should be placed along the edge of the kerb to prevent debris from collecting under the parklet
- An inspection lid must be included where a stormwater pit in located underneath a platform



Figure 26: A rubbish grate will prevent litter from being trapped under the platform

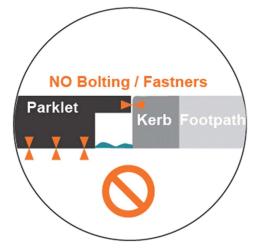


Figure 27: Structures must not be fixed to the pavement or the kerb upstands.



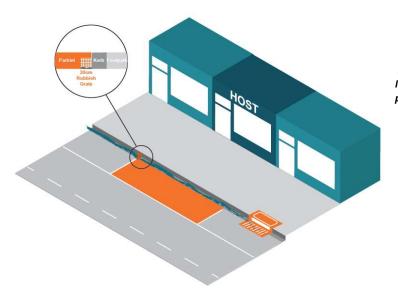


Figure 28: A rubbish grate located at the edge of a parklet.

Materiality and design quality

- Business parklets must not be constructed of loose materials that can overflow onto surrounding areas (i.e. hay bales)
- Materials used must be easy to clean and not deteriorate quickly.
- · Low quality plastic materials are discouraged.
- Low emission, recycled, sustainably sourced and/or locally sourced products are encouraged.
- Natural materials and muted finishes are encouraged, including steel, aluminium, wood and recycled content concrete.
- Materials and design with align with the building or business brand is encouraged.
- A 'neighbourhood' approach is encouraged, to provide consistent design outcomes across
 the activity centre. This can be achieved by traders engaging with others within activity
 centres.



Planting

- Planting should be provided where practicable in the barrier and buffers but must not obstruct views for passing traffic.
- Plants under 0.3m in height, should be selected to maintain sightlines.
- The permit-holder must ensure plants are watered and maintained.
- Artificial plants are discouraged.



Figure 29: Planting is high and obstructs line of sight



Figure 30: Planting is high and obstructs line of sight



Figure 31: Planting structure is hanging outside the parklet.



Figure 32: Planting is low to maintain lines of sight



Figure 33: Vines are tall but not dense to maintain lines of sight.



Figure 34: Some taller plant species are not dense to maintain lines of sight.



What can go in your parklet?

Traders who only intend to use parklets for limited periods (for example evenings only, less than 7 days per week, daytime only in a busy evening economy) will be asked to install fixed furniture elements that allow the parklet to be used by the community during other times.

This must be clearly advertised / signed so that the community are aware they are welcome to use the space in non-operating hours. Evidence of how this will be achieved must be provided as part of the application.

Removable furniture

- Must be of an outdoor design style.
- Must be hardy, sturdy and portable.
- Must be solid enough to resist wind gusts.
- · Must be constructed of materials that do not deteriorate quickly.
- Must be easy to clean.
- Tables and chairs must have a minimum 30mm diameter rubber pad at their base to protect
 the parklet surface. It is the business owner's responsibility to maintain the base of all items
 and to ensure items placed on the footpath do not cause damage. The cost of repairing any
 damage caused will be borne by the applicant.
- · No advertising is permitted on tables and chairs.
- · Must be packed away into the building at the end of each trading period
- Furniture is preferably manufactured of recycled materials, and/or of materials that can be recycled at the end of their useful life.

Placement and storage of movable furniture

- The number of tables and chairs placed within a business parklet must allow for unobstructed access and circulation for all patrons and staff.
- A minimum space of four-square meters is typical for a table and four chairs (2m x 2m) and a distance of 0.5m should be allowed between adjoining settings.
 - 2-person table requires a minimum of 2m² (unless a narrow footpath)
 - o 3-person table requires a minimum of 3m²
 - o 4-person table requires a minimum of 4m²
- Bench-style furniture is permitted for use in business parklets but must be constructed of lightweight material to ensure easy removal and storage.
- Bench-style furniture must have a gap of 0.5 metres between each setting to allow unobstructed access and circulation for patrons and staff.



- All furniture must be removed and stored inside the premises outside of the permitted hours of operation, unless otherwise stipulated by the permit.
- The permit-holder must ensure that adequate storage is provided for all furniture. If the business operates beyond the hours approved on the permit, the applicant must indicate how furniture will be securely stacked and/or stored to be rendered unusable.
- Furniture removal must occur without causing unreasonable noise and disturbance to nearby residents.

Fixed furniture

- Must be hardy, sturdy and fixed in place.
- Must be easy to clean.
- Must be constructed of materials that do not deteriorate quickly.
- Furniture should be integrated into the design that uses the space efficiently and maintains seating for community use when removable furniture is removed.
- No advertising is permitted on fixed furniture.
- Furniture is preferably manufactured of recycled materials, and/or of materials that can be recycled at the end of their useful life.



Figure 35: Fixed seating can be part of the structure and never removed



Figure 36: Get creative with fixed seating; these swing seats sit out day and night



Figure 37: A classic picnic table never gets old but be sure to provide accessible seating



Umbrellas

The following design standards apply:

- Must not obstruct traffic signals/sight lines.
- Must be suitable for use in a commercial, outdoor setting.
- May overhang into the footpath area provided there is a minimum clearance of 2.2 metres.
- Must be adequately weighted or fixed to the parklet structure to be able to resist the relevant wind rating.
- Must be lowered during high winds.
- Must be easy to clean and remove.
- Any permitted umbrellas must not protrude beyond the business parklet onto roadway or carparks.



Figure 38: Examples of umbrellas used correctly in business parklets.

Festoon lighting

Lighting may be used to contribute to the ambience of a business parklet.

- Must be stable (not flashing) and secured to avoid swaying and driver distraction.
- Must be waterproof and suitable for outdoor use.
- Must not be attached to any street tree or public infrastructure without the written approval
 of Council.
- Should be energy efficient or solar powered, with an automatic timer.



Freestanding portable patio heaters

Electric patio heaters are preferred however gas heaters are also commonly used to heat outdoor dining areas. Due to the potential fire and explosion risks associated with gas heaters it is important that they are properly managed and maintained. Applicants will be required to submit a signed management plan for freestanding heaters to ensure the following:

- An outdoor gas heater must be installed and operated in accordance with the
 manufacturer's instructions, such as required clearances from combustibles, maintenance
 and replacement requirements, performance of safety checks.
- Regular safety checks must be conducted on the gas heater to check for leaks.
- Gas heaters must comply with relevant Australian standards and regulations (AS/NZS 1596:2008 Storage and Handling of LP Gas) and be certified by the Australian Gas Association or equivalent body (e.g., SAI Global).
- A member of staff should be assigned the role of gas supervisor to monitor the safe use
 and storage of gas heaters and cylinders. All staff should be trained in operating the gas
 heater, in hazards of using gas and in relevant safety procedures. The gas supervisor
 should be fully conversant with the manufacturer's instructions, clearances requirements,
 safety checks for holes and leaks and how to safely store and handle gas cylinders.
- Preventative maintenance should be scheduled and conducted on all outdoor gas heaters, with records of all maintenance performed.
- The applicant must ensure that they are covered under their insurance policy for the use of gas heaters.
- The business parklet area should be supervised to prevent unauthorised relocation and operation of gas heaters by patrons.
- Gas heaters should be checked by a licensed gasfitter every 12 months, or sooner if required.
- Gas heaters should only be switched on at a patron's request. Staff should monitor the
 usage of heaters within the business parklet and switch heaters off when the area is not in
 use.



Information required with application

- Complete application form with business name, ACN and ABN.
- Copy of any relevant Planning Permit for the business.
- Copy of any relevant Liquor Licence including red-line plan.
- Copy of any internal floor plan, including sanitary facilities available.
- **Consent** of owner, body corporate and/or occupier neighbouring premises, if proposing to occupy space in front of a neighbouring premises.
- **Details of your proposed parklet design**, structure and materials, with plans scaled 1:100 (1cm = 1 metre).
 - o Plan of existing conditions and fully dimensioned to show:
 - building frontage and footpath
 - abutting properties with business names
 - infrastructure -trees, light poles, litter bins, public seats, bicycle stands, fire hydrants, stormwater puts, utility or telecommunication assets
 - parking bays and parking restrictions
 - any adjacent footpath outdoor dining or advertising boards
 - any other relevant features.
 - o Proposed site plan of the business parklet and fully dimensioned to show:
 - Surrounding streetscape context adjacent buildings, kerbs, footpath and roads
 - Safety barriers, planters, platforms, and any other structures, with buffer setbacks from adjacent traffic/bicycle lanes and adjacent parking bays
 - any inspection lids to stormwater pits, utility, or telecommunication assets
 - layout of removal and fixed table, chairs, screens, heaters, umbrellas, waiter stations or other items
 - any adjacent footpath outdoor dining or advertising boards
 - Proposed elevation plans from each side of the business parklet and fully dimensioned to show.
 - Safety barriers, planters, platforms, and any other structures, with buffer setbacks from adjacent traffic/bicycle lanes and adjacent parking bays
 - cross-section to show a gap of 0.2m between the kerb and the base of the platform frame
 - advertising/business logos



- any other structures
- Proposed furniture and plants including photographs, design specifications and materials to show compliance with the Guidelines.
- Photographs/renderings/perspectives graphic illustrations showing the proposed area of occupation and immediate surrounds
- Advertising details, including a colour photograph or detailed design drawings to scale of any proposed advertising logo, and clear indication of its size and location on barriers and umbrellas. Note: If total advertising area exceeds 8.0m² a planning permit is required.
- Construction to show how the business parklet will be assembled, constructed and dismantled. Supported with a materials palette of all materials to be used.
- Public liability insurance noting Council's interest and for no less than \$20m in respect of any single occurrence.
- Form of indemnity to indemnify the Council against all claims of any kind arising from any negligent act either by the permit holder or the permit holder's agents and users.
- Payment of application fee

Failure to submit all required information will result in delays in considering the application.



Decision making

The criteria below are a guide to the factors that Officers will consider when assessing each application.

Table 5 – Priorities and objectives

Priority	Objectives
Public safety	 Streets are safe and have unobstructed passage on the carriageway and on the footpath Streets have clear views for all modes of transport Streets are safe and have unobstructed passage for those who may be physically or visually impaired
Accessibility for all	 Streets are inclusive so that anyone with an impairment will be able to access a parklet People who are pushing prams or using mobility devices will be able to access the facility Streets are easily navigated by all transport modes including pedestrians Should not impact the amenity and function of the footpath Access to public transport stops is not impaired Loading zones, on of loading zones, disabled bays, bus zones and car share bays are retained Access to local businesses and residences is not impaired
Balancing a prosperous local economy with local amenity	 Supporting a prosperous local economy is balanced with ensuring that a parklet and any associated off-site impacts, do not cause any significant impacts on the function and amenity of surrounding areas in relation to nuisance, noise, and other amenity considerations.
Vibrant street life	 Streets are vibrant and lively Streets contribute positively to an area's sense of place and character.
Attractive streetscape	 Streets are attractive, clean and pleasant Any heritage significance is not diminished
Leisure opportunities	 Parklets support social interaction, alfresco dining and drinking as enjoyable leisure activities in a managed way.



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Assessment process

On receiving an application, the Authorised Officer will:

- Check that all relevant information has been received
- Check that the use is legally established under the Planning and Environment Act 1987
- Check the application to ensure it meets the intent and requirements of the Local Law and the Business Parklet Guidelines
- Inspect the site and checks the accuracy of submitted plans
- Refer the application to relevant Council departments for advice
- · Assess the application against the Business Parklet Guidelines
- Assess the application against any outstanding matters that may relate to the premises
- · Advise the applicant of any changes that need to be made to the submission.
- Approve with conditions or refuse the permit application.

If a permit is to be granted, Council will invoice the applicant for the fees payable with the business parklet. Fees are not refundable. Once payment has been made and the permit has been issued, installation and use of the business parklet may commence in accordance with the permit and conditions.

Decision-making on applications

Where applications meet all the Guidelines, the Council will normally grant a permit.

A variation to these Guidelines may be granted if the priority objectives can be met and there are extenuating circumstances. Each decision will be decided on its merits including:

- the number and location of business parklets within an activity centre
- · the length of previous business parklet occupation and any waiting list
- consent of owner, body corporate and/or occupier neighbouring premises, if occupying space in front of a neighbouring premises
- the effect on vehicular traffic flows and safety
- · the impact on residential amenity
- the impact on the appearance of the street and its surroundings
- the duration of use
- · whether it is complementary to the primary adjoining use
- · whether it is less intensive than the primary adjoining use
- the ability to provide adequate sanitary facilities
- · the applicant's previous record of compliance
- · any relevant policies of the Council or relevant State Government Agencies
- any other matter relevant to the application
- · compatibility with other uses in the street

If an application does not meet all the Guidelines and minor variations can be considered, the Authorised Officer will refer the application to the Coordinator City Permits who provides a recommendation.

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Where an application seeks significant or complex variations to the Guidelines, a recommendation is provided to a City Permits Panel for a recommendation. The Panel is comprised of three senior Council Officers.

Council reserves the right to vary or amend permit conditions as appropriate.

In situations where demand for business parklets outstrips availability, preference will be given to applications that demonstrate:

- shared use between multiple traders
- likely high usage from community, including hours of activation
- positive contribution to amenity and vibrancy of location.

Building requirements for structures

- Where a building permit is not required for the parklet structures (for example decking, ramps, overhead structures), requirements must still be met to ensure the structures provide adequate safety and accessibility.
- Applications must demonstrate that the structures are compliant and meet the requirements set out in this section.

Review of decisions

An applicant may seek a review of a decision by submitting their request in writing within 28 days of the decision, including all information to be taken into consideration, for review by the City Permits Panel and the relevant Officer.

Minor variations

In cases where an application does not meet the Guidelines, or where there are special circumstances, the officer may refer the matter to the City Permits Panel, to provide their recommendation to the Authorised Officer.

In some cases, a variation to these Guidelines may be granted if the priority objectives can be met and there are extenuating circumstances.

The Panel will consider applications using the Business Parklet Guidelines and City of Port Phillip's Local Law and any subsequent Local Law adopted by Council.





Business Parklet Standard Conditions

The permit-holder must operate in accordance with the Local Law, and Council's Footpath Trading Guidelines.

- 1. The layout and use of the business parklet must always accord with the endorsed plan.
- 2. Council reserves the right to revoke the business parklet permit. Any action taken by Council will be in accordance with the Community Amenity Local Law 2023.
- 3. The permit holder must take all reasonable steps to ensure that the use of the business parklet has a limited impact on the residential amenity and neighbourhood.
- 4. All clearances must be maintained including traffic/bicycle lanes, adjacent parking bays, public seating, litter bins and any other public infrastructure must be maintained.
- 5. All non-fixed items must be removed from the business parklet in accordance with the hours of operation on this permit. If the hours are not stipulated on the permit, all non-fixed items must be removed by 11pm each day.
- 6. Council reserves the right to reclaim access to the land at any time for maintenance purposes. Should any fittings fixed to the footpath need to be removed temporarily due to the nature of the maintenance, Council will reinstate them accordingly and to the best of its abilities. Costs associated with the removal and reinstatement will be at the expense of the permit holder.
- 7. Council and service authorities reserve the right to access all underground services within the footpath trading area at any time, without notice to the permit holder.
- 8. No compensation will be payable for any removal of fittings or fixtures associated with the footpath trading permit, or for the loss of trade experienced due to these works.
- 9. All business parklet furniture and structures must be removed at the expiry or cancellation of a permit, or if a business ceases trading. Council assets including kerbing, footpath and road surfaces must be made good and reinstated to its original condition. Failure to remove all items from Council land will result in removal by Council and all associated costs reimbursed to Council by the permit holder.

Venue Management

- 10. Patrons must be seated within the business parklet and must not exceed the maximum patron numbers specified.
- 11. Liquor must not to be sold, consumed or served within the business parklet unless covered by a current valid liquor licence.
- 12. Queueing must operate in accordance with any Queue Management Plan and approved layout plan.

Waste management

- 13. The stormwater channel must be maintained daily to remove any litter.
- 14. Litter including cigarette waste, must not be swept into the street, gutter or adjacent areas and must be deposited within the operator's own waste bins. Where smoking is allowed under the Tobacco Act 1987, windproof ashtrays must be provided.

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15. When vacated, tables must be cleared of all empty bottles, glass, items and other waste.

Noise

- 16. No form of external public address system, outdoor speakers, or sound amplification equipment must be used outside the premises, without the written consent of Council.
- 17. The use of the business parklet must not, through the emission of noise, be a nuisance or detrimentally affect the amenity of the area.

Risk management

- 18. \$20 million Public liability insurance must remain current and valid for the life of the permit and a copy submitted to Council each year.
- 19. The permit-holder indemnifies and releases the City of Port Phillip from all liability arising from the use of the footpath trading area, including any claims made by any person for injury, loss or damage arising in any matter.
- 20. Council must be promptly notified of any damage to Council's assets, and any conditions that creates a safety hazard.
- 21. Reflective chevron signage must be affixed to the approach end of the parklet and maintained.
- 22. The footpath/land is occupied and used by the permit-holder at their own risk.

Tables and chairs

- 23. A table must be no higher than 0.8m and the seat of a chair no higher than 0.5m unless specified on the permit.
- 24. Tables and chairs must be sturdy and able to withstand wind gusts.
- 25. Tables and chairs must be stackable and easily removed and stored inside the business, unless specified on the permit.
- 26. No form of advertising is permitted on tables and chairs.

Heaters

- 27. Free standing gas heaters must comply with Australian Standard AS 1596.
- 28. Free standing gas heaters must be stable and maintained in accordance with the manufacturer's specifications.
- 29. Fixed heaters must have a valid Building Permit.

Umbrellas

- 30. Umbrellas must be securely fixed into the platform of the business parklet and able to withstand wind gusts and lowered during high winds.
- 31. Umbrellas must maintain a minimum distance of 2.2m between the underside of the umbrella and the floor level of the business parklet.
- 32. Umbrellas must not protrude beyond the business parklet.



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Planters

- 33. Planters must be regularly watered and maintained.
- 34. Plants must be under 0.3m in height, unless approved by Council.

Signage

- 35. Council reserves the right to install and maintain promotional and advertising signage to the exterior of the business parklet structure.
- 36. Advertising within or on the business parklet structure must not contain political messaging or promote tobacco, gambling, alcohol, violence or illegal activities.

Major events

- 37. Major events include St Kilda Festival and New Year's Eve. During these events:
 - a) St Kilda Festival conditions apply for the duration of the festival within the St Kilda Festival designed precinct.
 - b) New Year's Eve conditions apply across the City.
- 38. No glass bottles or glassware are permitted within the business parklet during major events, unless expressly permitted.



12.2 SOUTH MELBOURNE MARKET PROJECT CONNECT SCOPE

ENDORSEMENT

EXECUTIVE MEMBER: CLAIRE STEVENS, GENERAL MANAGER, ORGANISATIONAL

CAPABILITY AND EXPERIENCE

PREPARED BY: SOPHIE MCCARTHY, EXECUTIVE DIRECTOR SOUTH

MELBOURNE MARKET

1. PURPOSE

1.1 To provide Councillors with details of the South Melbourne Market Project Connect scope for endorsement.

1.2 To provide Councillors with findings from the South Melbourne Market Community Consultation program seeking feedback on Project Connect and Market trading days and hours.

2. EXECUTIVE SUMMARY

2.1 Part 1: South Melbourne Market Project Connect

- 2.2 As South Melbourne Market ("the Market") moves into the future, an overarching program of capital works is being developed to ensure it continues to deliver a sustainable, safe, and inclusive market experience for years to come. This program of capital works incorporates two key areas of focus.
 - 2.2.1 Compliance and renewal: The Market requires significant upgrades to bring it into compliance with National Construction Code (NCC). The identified upgrades have triggered a program of capital works to address non-compliances. Funding was allocated to this program of works in the 10-year Council Budget in 2019, with some of the requirements already addressed and the balance of remaining works to form part of this Project Connect program.
 - In addition, an Asset Renewal Improvement program will run alongside these compliance works to deliver an annual program of minor capital works to ensure the safe and successful day to day operations of the Market.
 - 2.2.2 <u>Strategic Vision</u>: In 2018-19 Council initiated the development of a business case (SMM NEXT Project) to shape the future strategic direction and investment in the Market with the outcomes designed to not only address compliance (as above) but to also address the need for more public space; population growth; and the trend for revitalisation of markets worldwide.

The NEXT Project final concepts were presented to Councillors at a Council Briefing on 9 November 2022. Direction was sought on the final program of works to progress, with Councillors supporting a mid-range program of improvements to the Market that would provide a range of value outcomes including improved public realm treatments on all three sides of the Market, and improvements to back of house facilities to improve productivity for traders.

These public realm improvements are aligned to, and supported within, Council's draft South Melbourne Structure Plan.

Additional funding of \$17.2m was endorsed in Council's 10-year budget commencing 2023-24.



- 2.3 These works will be combined into one overarching aligned and comprehensive master plan, Project Connect, from 1 July 2024 to ensure all dependencies are managed, disruption is minimised, works are appropriately staged, and efficiencies sought.
- 2.4 To inform the development of the final scope for Project Connect, the Project Team has sought feedback and undertaken a range of investigative work including Community Consultation via Council's Have Your Say platform; Traffic Impact Assessment; Structural Integrity Audit; and a Loading Bay and Waste Optimisation review.
- 2.5 There are two key items of scope for Project Connect that have been informed by the additional information and subsequent review mentioned above. These include:
 - 2.5.1 Potential relocation of rooftop carpark ramp: The Market compliance report recommended investigating the relocation of the ramp to the rooftop carpark to York Street. The Traffic Impact Assessment identified that the congestion would not reduce but instead shift to York / Ferrars Street, and the Community consultation was inconclusive. As such the scope recommends retaining the ramp in the current location.
 - 2.5.2 Closure of Cecil Street northbound lane: The closure of the citybound lane of Cecil Street was supported by Councillors in the progression of SMM NEXT Project in November 2022, and is recommended to remain in the Project Connect scope. Community feedback on the proposed partial closure of Cecil Street was mixed with those that provided further comment mainly citing concerns about congestion and traffic. However, the Traffic Impact Assessment concluded that the closure of Cecil Street to northbound traffic would simplify the operation of both roundabouts, and, as a result, generally improve overall traffic performance across all time periods.
- 2.6 This paper outlines the final scope of Project Connect, and details findings from the various investigations that were undertaken to advise and inform this final scope to ensure the desired outcomes are achieved.

2.7 Part 2: South Melbourne Market Days and Hours of operation

2.7.1 This paper also outlines the proposal to retain the current market trading hours at this time following the community, local trader, and Market trader consultation program.

3. RECOMMENDATION

That Council:

- 3.1 Endorses the scope for the South Melbourne Market's overarching program of capital works "Project Connect".
- 3.2 Notes the feedback from Community Consultation program on Project Connect and the Market's Days and Hours (provided at Attachment 1).
- 3.3 Notes there is no proposal to change current Market trading hours and days at this time.
- 3.4 Authorises the CEO, or their delegate, to make minor adjustments to the Project Connect Scope during concept design as required to ensure alignment with compliance and renewal requirements and strategic vision.



4. BACKGROUND

4.1 Part 1: South Melbourne Market Project Connect Background

South Melbourne Market (" the Market") was established in 1867 and is the oldest continuing market in Melbourne. Over time, the Market has undergone regular improvement and expansion to accommodate the growing needs of its traders and the local community, as well as to ensure it meets changing regulations.

The Market continues to thrive in the local community with consistently strong visitation, a world leading Net Promoter Score (NPS) of 80, 96% of our visitors rating our offer very good / excellent and 89% of the community agreeing that the availability of the Market is a significant benefit to them. All of this is despite its ageing infrastructure, significant congestion (vehicle and pedestrian), lack of public space and seating, and a limited footprint.

4.1.1 Addressing National Construction Compliance (NCC) requirements

As part of the Market's 2018 Building Compliance Action Works Scoping study and report (BCAWS), a number of National Construction Code (NCC) non-compliances were identified that were required to be rectified to address building compliance at the Market.

Funding was allocated to these projects in the 10-year Council Budget in 2019, with some of the requirements already addressed and others underway as outlined in the table below.

Compliance Project	Status	
Emergency access/egress stairs constructed to rooftop carpark from York Street carpark	Underway - to be completed 2024	
Smoke extraction fans above Aisle B to manage smoke extraction in the event of a fire	Completed in 2023-24	
Waste forecast study to inform Loading Bay and Back of House improvements	Completed 2024	
Electrical and structural audit to inform works required – works required will be incorporated into the scope for Project Connect or Asset Renewal program	Completed 2023-24	
Underground services mapping to inform future projects	Completed 2024	
Central stair compliance works	Completed 2023	

The balance of the NCC requirements are major infrastructure improvements including, but not limited to:

- Increased number of amenities (i.e., more bathroom facilities)
- Improved pedestrian gradients via aisle and footpath regrading works



- Two new lift and stair combinations (York and Coventry Streets) providing compliant vertical access to the rooftop carpark.
- Review of vehicle access ramp to the rooftop carpark to address pedestrian ramp non-compliance and safety of carpark ramp.

These projects were identified as being interdependent with the Market's strategic uplift project (formerly NEXT Project) and will now form part of the **Project Connect** scope for delivery, resulting in less likelihood of regret spend and ensuring an aligned and coordinated approach to major construction at the Market.

4.1.2 Strategic Market Uplift (formerly SMM NEXT Project)

At 9 November 2022 Council Briefing, SMM Management presented the SMM NEXT Project to Councillors to request additional funding in Council's 10-year financial plan for the Market to provide critical infrastructure and public realm improvements to futureproof the Market.

Direction was sought, and of the final concepts presented to Councillors, support was given to Option G which was a mid-range program of improvements to the Market, over and above the Compliance and Asset Renewal investment, that would provide uplift and a range of value outcomes to address the needs of the Market in the future.

This includes:

York Street: Plans to extend the footpath to approx. 11m width and provide loading / parallel parking on the Market side, and a new precinct developed on the York Street façade to best utilise this space. This will include stalls opening into the Market along the façade and introducing natural light and entry points into the Market while activating this currently underutilised north-facing side of the Market. Public Space will be prioritised with greening treatments, public seating, weather protection elements and a connection to the wider precinct, including the new development opposite at 80 Cecil Street.

The York Street public realm will also explore the best connection to the Tram stop with Department of Transport and Planning (DTP) citing a program of works with the objective to build a new ramp towards York Street.



Image 1: Artist impression from York St Masterplan presented in 2016



Cecil Street: Following the success of the 2021 Cecil Street closure trial,
Project Connect plans include the closure of the city bound lane of Cecil
Street permanently to vehicles to allow for additional public space and
tenanted space, while retaining the bike lane. Restaurants are open 5-6
days/week and into the evening allowing this precinct to be activated when
the Market is both open and closed. Restaurants operate up to 77
hours/week and the trial showed this space activated outside of Market
trading hours.

In their 2019 Traffic Study Mott McDonald shortlisted their recommendation to close Cecil Street to traffic between York and Coventry Streets, a finding that was then further tested in a TAC funded traffic study conducted by Traffix in 2020. The full and partial road closure was investigated, and it was concluded that the citybound lane closure was the more balanced option to implement and that it would improve the intersection performances of York / Cecil Street and Coventry/Cecil Street when compared to existing conditions. This recommendation was also supported by Council's Traffic Team to improve congestion around the Market.

The public realm improvements on Cecil Street will allow for more public space, public seating, activation space, and provide a stronger connection to the wider precinct.



Image 2: Activation of Cecil Street January 2021

- Coventry Street: Extending the footpath on Coventry Street to include the
 existing angle parking spaces and replace this with parallel parking spaces /
 loading spaces, to provide more public realm for seating and people
 movement. The Mott McDonald Traffic Study 2019 recommended extending
 Coventry Street market footprint to incorporate the existing parking and
 loading spaces, which in turn would increase the amount of useable space
 on the existing footpath.
- Back-of-house: The Market's loading bay and back-of-house areas currently
 exceed capacity, are outdated, and overcrowded in their current format. This
 project includes a thorough review and audit of the space alongside the
 compliance uplift required and a redesign of these spaces to maximise



efficiency, productivity, storage, and safety to support the future growth of the Market.

Additional funding of \$17.2m over 8 years was approved by Council through the 2023-24 Budget process to deliver this program of improvements alongside the existing compliance and capital works program for the Market.

4.2 Part 2: South Melbourne Market trading hours / days background

4.2.1 The Market trading hours and days are often considered and reviewed to determine ensure the continued relevance to the community and municipality.

South Melbourne Market is open for the least number of hours per week (33 hours/week) when compared with other public markets in Australia, however it is also a very popular and busy market with high visitation.

In November 2023 officers asked the community, local traders, and Market traders for feedback to contribute to a review of the South Melbourne Market's trading hours and days, to understand the need and desire for increased and/or amended trading hours and days.

5. KEY POINTS/ISSUES

5.1 Part 1: South Melbourne Market Project Connect Project

To support and inform the development of the final scope for Project Connect, during Q1 and Q2 2023-24 the Project Team undertook a range of investigations and research. This has included:

- Traffic Impact Assessments to inform the location of the carpark ramp and the
 public realm improvements including the closure of the city bound lane of Cecil
 Street (Dec 2023 Feb 2024). The potential relocation of the carpark ramp to York
 Street required significant investigation to understand the risks and benefits and
 inform the final scope.
- Internal Council peer and stakeholder review
- Community consultation via Council's Have Your Say platform (November 2023)
- Loading Bay and Waste Optimisation review to inform the back of house improvements (November 2023 – March 2024)

5.1.1 Traffic Impact Assessment Outcomes

The Market's Compliance report recommended investigating the relocation of the ramp to the rooftop carpark to York Street to address non-compliance with the pedestrian ramp, alleviate traffic congestion on Coventry / Cecil Streets and remove the conflict of cars and pedestrians on Coventry Street.

Traffix Group was engaged to undertake a Traffic Impact Assessment to review and report on the impact on traffic flow given the potential relocation of the carpark ramp to York Street, the closure of the city bound lane of Cecil Street, and improved, wider public realm treatments on York and Coventry Streets.

This investigative work was undertaken in Nov-Dec 2023 and is detailed in the below Traffic Impact Assessment.

A number of previous relevant traffic studies undertaken from 2018 through to 2021 were incorporated to reduce rework and utilise existing data and studies.



The Traffic Impact Assessment identified the following:

- As a result of a proposed relocation of the carpark ramp from Coventry Street to York Street, the traffic congestion around the Market shifts, along with traffic volumes, in line with the proposed changes to Cecil Street and the rooftop carpark access point relocation to York Street. That is, traffic conditions on Cecil Street and Coventry Street improve, whilst conditions on York Street and the York/Ferrars Street intersection worsen. (Note relocation no longer recommended in scope)
- The closure of Cecil Street to northbound traffic simplifies the operation of both roundabouts, and, as a result, they both generally improve in overall performance across all time periods.
- Approval would be required through the concept phase from Public Transport Victoria (PTV) and Department of Transport and Planning DTP) to relocate the bus stop on Cecil Street and reroute the bus (northbound only).
- There are two likely detour route options (Ferrars and Clarendon Streets), and it has been assumed that traffic will be evenly distributed between these two alternatives. An earlier study by Traffix on the potential closure of the northbound lane of Cecil Street found the following impacts to the wider network:
 - It is expected that the increases in traffic to Ferrars Street and Clarendon Street will be of a noticeable level and will likely result in moderate impacts to intersection performance along these roads.
 - It is noted by Traffix that the northbound closure scenario has some impact on the detour networks in question, but without the ramp relocation and those traffic volumes it is certainly not as much of an impact.
- The changes to the York Street and Coventry Street frontages are generally supported with minor changes, noting that the changes to York Street and Coventry Street do not impact traffic volume, function, or capacity. The changes result in an overall net decrease to on street parking supply of 5%.

5.1.2 Stakeholder Review

The Project Team also received advice and feedback from Council Traffic Engineers, the City Design Team, and Council's Building Surveyors to assess the risks and benefits of the report findings and concluded that:

- The pedestrian ramps on York and Coventry Streets are both noncompliant and would be replaced with a stair and lift as part of Project Connect which would address this issue.
- Moving the vehicle entry / exit ramp to York Street would shift the congestion and add pressure to other parts of the road network.
- Traffic Engineers have socialised the potential changes with DTP in November who did not see significant issues with the public realm changes, including the closure of the northbound lane of Cecil Street, however, did



highlight the need to gain approval from DTP (as mentioned by Traffix) for the relocation of the bus stop and rerouting of the bus that currently travels northbound on Cecil Street.

- The Market is a landmark destination with onsite parking and traffic congestion will always exist as a result.
- Walkability around the precinct is a high priority and needs to be considered when reviewing vehicle movement and improvements.
- There is appetite within the Traffic Team to review the roundabouts on Cecil Street to determine if congestion could be eased by treatments such as relocation of pedestrian crossings.
- The closure of the city bound lane of Cecil Street would have a positive impact on the congestion at the Cecil / Coventry Street roundabout.
- An onsite trial was suggested if the Project team wished to test the recommendations above.

5.1.3 Community Consultation

A Community Consultation program ran from 3 November to 3 December 2023 with the aim to:

- Inform/educate the community about the required (non-negotiable) asset compliance works required at the Market.
- Seek community (including Market traders) feedback on Project Connect, including public realm improvements and proposed initiatives to reduce congestion and improve flow.
- Provide an opportunity for general feedback, ideas, sentiments, and concerns regarding the Market in general.

The survey was completed by 46 SMM traders (32% of traders), 34 local traders and 783 members of the public (majority being Market customers).

Feedback was also sought from focus groups including Council Advisory Committees (five) and pop-up neighbourhood conversations (five).

All respondents were asked to assess the importance of a range of amenities for York Street and Coventry Street:

- Public dining spaces, seating and the use of natural materials were the attributes rated as most important for public realm improvements.
- The least important attributes were children's play areas and dog-friendly areas. This was consistent with opposition displayed in comments, often voiced by locals, about SMM becoming a destination for activities rather than market/grocery shopping.
- An improved connection to the tram stop also rated highly when respondents were asked about Coventry Street in particular.

All respondents were asked to assess the impact on them of the vehicle entry / exit ramp to the Market's rooftop carpark being moved from Coventry Street to York Street:



- 44% of respondents anticipated neutral impacts for ramp relocation, with 30% anticipating positive and 26% anticipating negative impacts.
- The most common theme for positive (30%) or negative (26%) sentiment was that it would either improve traffic on Coventry Street or worsen traffic on York Street. Traffic and general congestion in the area was noted in both themes and appeared to be a key concern for both traders and market visitors navigating the area.

All respondents were asked to assess the impact of a partial closure of Cecil Street (northbound lane closure)

- 31% of respondents anticipated a positive impact from the proposed partial closure of Cecil Street, while 30% anticipating a neutral impact and 40% a negative impact.
- Women and both local and SMM traders most anticipated negative impacts.
 Many respondents who provided further comment expressed that the closure would increase congestion and worsen existing traffic issues*.
- Male respondents most frequently assessed the impact as positive. The most common positive benefit anticipated by those who provided further comment was safety for active transport users when navigating the area.

*Note: The closure of Cecil Street northbound lane has been reviewed in Traffic Impact Assessment as improving the roundabout efficiencies and thus reducing congestion.

Feedback from the community, local traders and SMM traders has helped inform the final scope (along with other data and information) and will inform the concept design. A second wave of Community Consultation will be undertaken in early 2025.

The Community Engagement report can be found in **Attachment 1** and a summary will be made available on Council's Have Your Say website and the South Melbourne Market Website.

5.1.4 Loading bay and waste optimisation study

The objective of this study was to develop a plan to improve efficiency at the Market by reviewing and improving the loading bay and waste pathways, as well as enhancing back-of-house areas. These enhancements are intended to streamline operations and create a smoother experience for vendors and customers and complement the compliance requirements being addressed through Project Connect

It is not expected that the actions or recommendations from the report will significantly impact key elements of the Project Connect Scope and will instead inform the Head Consultant (architect) on challenges in the back-of-house areas around the Market, highlight safety improvements, recommend waste streaming improvements, and recommend non-structural changes within the loading bay and back-of-house areas to improve productivity.

All actions and recommendations from the study will be incorporated in the Project Connect design phase.



5.1.5 Structural Integrity Audit

The Compliance program of works included a Structural Integrity Audit to inform any works required as part of the overall Compliance program. The audit findings required further investigation on the structural integrity of the rooftop carpark slab and the final report is currently underway. Council will be notified if any significant remedial works are required to be included in the final Project Connect scope.

5.2 Project Connect Scope

The Project Connect Scope has been finalised considering remaining Compliance and renewal works and the Market's Strategic uplift program.

The key elements of the scope are outlined below:



Code	Description			
COMPLIANCE WORKS				
1A	New Stair and Lift on York Street – incl demolition of current ramp			
1B	New Stair and Lift on Coventry Street – removing current pedestrian ramp			
2A	Refurbish and new amenities – multiple new toilet facilities			
2B	Internal aisle regrading improvements – aisle and footpath regrading			
3A	Loading bay / waste area optimisation changes – back-of-house improvements			
3B	Loading area optimisation changes – back-of-house improvements			
4A-C	Miscellaneous compliance improvements – electrical, structural, accessible.			
5A	Roof replacement – end of life – Aisle B			



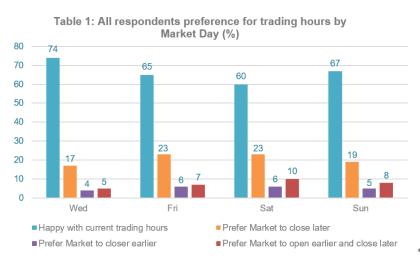
STRATEGIC UPLIFT WORKS				
		Conversion of Market frontage to open tenancies from Aisle G to York Street		
	York Street Public	Extension of York Street footpath including midway crossing		
6A	Realm	Loading bay / parallel parking on Market side		
		Improved connection to Tram Stop aligned to DTP plans		
		Conversion of Market frontage to open tenancies from Aisle G to York Street		
6B	Cecil Street	Closure of Cecil Street northbound to traffic, extend public and tenanted outdoor space		
		Improvements to traffic / pedestrian management at key roundabouts in conjunction with CoPP Traffic Engineers.		
6C	Coventry Street /	Public realm improvements including widening of the footpath and additional public space and seating		
		Parking and loading changes and regrading works on footpath.		

5.3 Part 2: Community Consultation Market trading Hours/Days feedback

The Community was also asked for their feedback on South Melbourne Market's trading hours and days, to understand the need and desire for increased and/or amended trading hours and days.

Existing trading hours

When asked if they were: Happy with current trading hours; Prefer Market to close later; Prefer Market to open earlier; or Prefer Market to open earlier AND close later, between 60% and 74% of respondents expressed they were happy with the existing trading hours for current market days. Refer to Table 1.





The survey then explored each of these options.

- Table 2 shows data on opening/closing earlier or later and shows the average responses across each Market Day. Current trading hours were preferred across all categories. SMM Traders overwhelmingly preferred current hours with an average of 85% support across the week, with minor support for closing later Saturdays (20%) and Sundays (15%).
- Just over half (54%) of Local Traders were in favour of current trading hours yet had more support than SMM traders for opening later Saturday (18%) and Sunday (26%), and for opening both earlier and later (24%).
- Local traders were more likely to assess neutral (56%) or positive impacts (26%) from the Market opening earlier than SMM traders (33% and 15% respectively).
- Over half of SMM traders assessed the impact of the Market opening earlier as negative (52%), compared to local traders (18%) however the response rate from SMM traders was low and so this may not represent the general view.

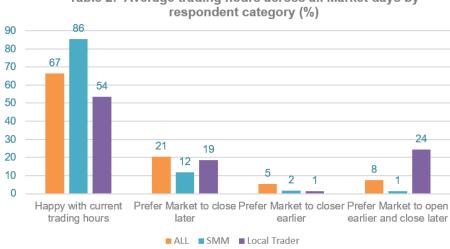


Table 2: Average trading hours across all Market days by

Closing earlier Friday

- The survey specifically asked about closing an hour earlier on a Friday as the Market currently closes at 4pm on Wednesday, Saturday, and Sunday and 5pm on Friday.
- 67% of SMM traders assessed the impact of closing an hour earlier on a Friday as a positive change, whereas visitors assessed a neutral impact (73%) or negative impact (28%), and most local traders assessed a neutral impact (68%) or negative impact (32%).

Additional Trading Day:

- 53% of visitors and 62% of local traders were in support of the Market opening for an additional day. However, 63% of SMM traders did not support the Market opening an additional day.
- Thursdays were overwhelmingly preferred as an additional market day by SMM traders (85%) if this was to progress, visitors also preferred Thursdays (52%) with local traders preferring Thursday (45%) with Tuesday a second preference at 32%.



Impact of earlier / later hours:

The survey also asked Local and SMM Traders to rate the impact to them should the Market open earlier or later.

- Earlier: Local traders were more likely to assess neutral (52%) or positive (26%) impact than SMM traders, just over half of which assessed the impact as negative (52%).
- Later: Local traders were more likely to assess neutral (53%) or positive (35%) impacts from the Market opening later. Again, just over half of SMM traders (52%) assessed negative impact.

Based on the findings there are no proposed changes to Market trading hours / days in the short to medium term.

The Market officers will further investigate the economic and social benefits of opening an additional day and further review costs associated with opening an additional day to ensure financial sustainability.

Officers will also consider the impact of upcoming construction on trade to determine the best use of non-market day capacity to undertake some of the more disruptive works. Consideration of additional trading days would look to reduce impact on project delivery and support customer experience and trader productivity.

Any future recommendations on changed trading hours and days will be brought back to Council for review and endorsement.

6. CONSULTATION AND STAKEHOLDERS

6.1 Community Consultation Results – refer to results in Attachment 1.

A second phase of Community Consultation is planned for early 2025 to gain feedback on the Concept designs prior to progression to detailed design.

6.2 SMM Committee consultation:

At the SMM Committee briefing on Monday 25 March, the Committee agreed that:

- The Strategic Market Uplift plan has been approved as *SMM NEXT Project Option G* previously in a Council Briefing in November 2022 followed by endorsement via the Council Budget Process in June 2023.
- The project should prioritise York Street public realm development and compliance works.
- Pedestrian access to the tram stop was important and to continue working with PTV, DTP and CoPP internal stakeholders to incorporate this into the design.
- The majority supported the Cecil Street closure and recommended it be implemented later in the program of works, after York Street public realm improvements.

7. LEGAL AND RISK IMPLICATIONS

7.1 A number of National Construction Code (NCC) non-compliances were identified in the Market's 2018 *Building Compliance Action Works Scoping study and report* (BCAWS) and are now required to be rectified to address building compliance at the Market.



Project Connect will now deliver the balance of works required to achieve compliance with NCC.

- 7.2 Risks identified in the development of Project Connect scope include, but are not limited to:
 - Building Structure: Building structural integrity investigations have recently been conducted with results indicating further detailed scanning is required. The extent of possible impact to future works is currently being determined and Council will be updated as required.
 - Community and trader response to Project Connect changes: Community and trader feedback has been considered in the scope development and will again be considered when Concept Designs are presented for further feedback in early 2025.
 - Operational impacts to the Market: Whilst the project intent is to minimise operational impacts to the Market where possible, operational impacts will be unavoidable and will be managed accordingly with strong communication and consultation with impacted stakeholders. The Project brief will include the direction to maximise the use of non-market days (currently 3 days/week) for the more disruptive works where possible.
 - Scope: All reasonable efforts have been undertaken to assess and review the
 critical elements of delivering the Project Connect scope, yet until the full concept
 is designed, the project team may be required to refine the scope to achieve
 maximum potential for the project.
 - Budget and Cost Escalations: Several factors are contributing to cost uncertainty
 at this early stage of the project including: Compliance project developed in 2019
 with anticipated cost escalations not recently evaluated; Staging and minimising
 disruption to Market operations could impact schedule and increase costs beyond
 those proposed. With the ramp relocation now removed from scope this may
 enable some budget capacity to help mitigate cost escalation since last costing.
 - External approvals: Uncertainty around external body approvals required and time frames for such approvals, in particular for public realm and vertical access to rooftop carpark elements of scope.
 - Seasonal constraints: Delivery of capital works program needs to work within the key trading periods of Christmas and Easter, along with construction industry closures through January.
 - Constraints on construction schedule: Heavy construction would most often be required to be done on non-Market days (currently Monday, Tuesday and Thursday) potentially negatively impacting schedule.
- 7.3 All risks will continue to be monitored and reviewed and mitigating responses actioned as a priority.

8. FINANCIAL IMPACT

8.1 The Project Connect Budget from 1 July 2024 includes the balance of the outstanding Compliance works along with the Strategic Uplift program of works.

The budget for 24/25 relates to design, Head Consultant, and proposed project management costs. The balance of Head Consultant costs, along with finalisation of



- building permit/s, cost plans, and procurement of contractors and construction follows in 25/26 onwards.
- 8.2 Draft 10-year budget for Project Connect is based on costings from 2018-20 and there have been significant cost escalations post COVID. This provides some risk until we have the cost plan for the Project Connect design in 2024-25, however with the ramp relocation not progressing, this budget will remain within the project to mitigate against some of the cost escalation.
- 8.3 The Project Connect 10-year budget information below will be submitted as part of the final draft 2024-25 Council Budget.

SMM Project Connect	'24-25	'25-26	'26-27	'27-28	'28-29	'28-30	'30-31	'31-32
Budget (\$'000)	\$539*	\$2,699*	\$5,240	\$5,236	\$5,900	\$5,885	\$5,493	\$1,035

Project Milestones and budget phasing are currently being reviewed and any further phasing changes will be incorporated into the final Council budget process.

9. ENVIRONMENTAL IMPACT

9.1 Environmental outcomes will be incorporated into the design scope to align with the Market's Environmental Sustainability targets, as well as Council's Act and Adapt Policy.

10. COMMUNITY IMPACT

- 10.1 Project Connect is in alignment with Council's draft South Melbourne Structure Plan which outlines:
 - the need to capitalise on the popularity of the Market to create a thriving streetbased retail precinct,
 - supporting the delivery of public realm improvements to the interface between the Market and the footpath.

11. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 11.1 The Market is a key element of Council's Vibrant Port Phillip strategic direction, supporting Council's focus on being 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.
- 11.2 The Council Plan 2021-2031 also outlines the plan for a vibrant Port Phillip which supports South Melbourne Market's Strategic Plan 2021-2025, which includes prioritising the safety and compliance of the Market, delivered through a planned program of improvements and the development of a risk and safety plan. It also supports the delivery of a vision to future proof the Market through the development of an Asset and Precinct Master Plan (Project Connect). Project Connect will ensure the Market remains relevant to all its stakeholders.

^{* 2024-25} and 2025-26 have been slightly reduced (from first draft budget) with funds rephased to 2031-32 which will be reflected in final Council draft budget along with any final changes to phasing.



12. IMPLEMENTATION STRATEGY

12.1 TIMELINE

Following endorsement of the Project Connect scope, the Project next steps include:

- May/June 2024: Finalise additional project Management documentation, including revised business case, resource plan and procurement plan.
- August 2024: Engage Head Consultant to progress Concept design.
- Early 2025: Councillor briefing to present Project Connect concept design including schedule and staging for works.
- Early 2025: Community Consultation (phase 2) on Project Connect Concept design and staged works.
- March/April 2025: Results and final Project Connect Concept presented to Councillors.
- April 2025: Commence Project Connect detailed design.

13. OFFICER MATERIAL OR GENERAL INTEREST

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

ATTACHMENTS 1. Shaping South Melbourne Market - Engagement Report



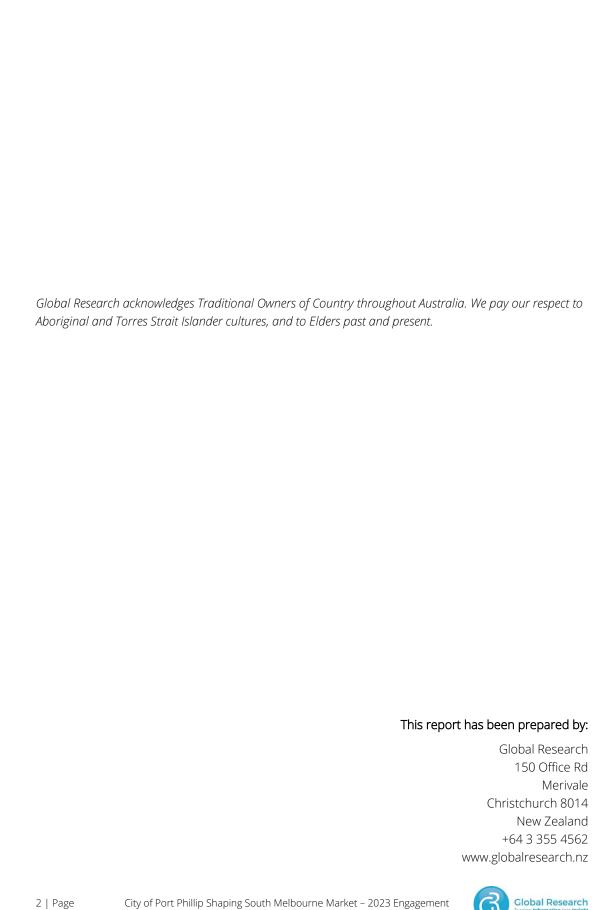
Shaping the future of South Melbourne Market

Analysis of community engagement results

March 2024

Prepared by Global Research Ltd For





Shaping South Melbourne Market - Engagement Report

Attachment 1:

About this report

This report presents findings from the City of Port Phillip community engagement conducted between November 3 and December 3, 2023. The engagement was carried out to gather feedback from the community and traders regarding proposed amendments to the South Melbourne Market, enabling the Market to adapt to the changing needs of its stakeholders and improve user experience.

The engagement comprised of an online survey (completed by 859 participants), focus groups (5), and pop-up conversation sessions (6) for the community and traders to have their say.

The report presents quantitative findings (charts with descriptions) alongside qualitative findings (summaries of what people said). It highlights, where relevant, the differences in opinion between different demographic cohorts (such as gender or whether the respondent is a SMM trader, local trader [outside of the Market] or a Market visitor).

To give a clear and consistent indication of the number of comments received on each topic, the following key was used to describe the relative number of comments on each topic:

Number of comments	Written as:
3 comments	a few
4—7 comments	a small number
8—14 comments	several
15—24 comments	a moderate number
Largely 25—49 comments	a considerable number
50—74 comments	a substantial number
75—99 comments	a sizeable number
100—149 comments	a large number
150+ comments	a very large number

Note: Comments from respondents have largely been reproduced verbatim; however, obvious spelling or grammatical errors have been amended for clarity.



Terms used throughout the report

There are a number of commonly used terms throughout the report. This is a list of their meanings.

- > Local traders: people who operate businesses near to the South Melbourne Market
- > South Melbourne Market traders: people who operate businesses within the South Melbourne Market
- > Frequent shoppers: people who are defined as shopping at the Market weekly or more frequently
- > Market visitors: people who are defined as visitors to the Market rather than traders
- > Community members: people who are part of the local community in which the South Melbourne Market is located.

Limitations

Integration of pop-up data

Pop-up *comments* or *sentiments* were not able to be linked to participant demographic information and therefore were not included in the demographic analysis of comments. Pop-up demographic data has been provided in a chart for reference.

Quantitative pop-up questions were presented differently to the online survey questions, which made data integration not possible in some instances. The measures taken or exclusion of pop-up data is noted when relevant to the report.

Gender analysis is limited to male and female respondents

The gender comparisons made throughout this report are limited to female (526) and male (299) respondents because the sample sizes of other gender groups were not large enough to enable valid analysis. The groups considered to have too few respondents for analysis were: non-binary (7), prefer not to say (27) and other term (4). In total, these groups made up 38 respondents – 4% of the total responses.



Executive summary

Project Overview

South Melbourne Market was established in 1867 and is the oldest continuing Market in Melbourne. Over time, the Market has undergone regular improvement and expansion to accommodate the growing needs of its traders and the local community, as well as ensuring its compliancy with changing regulations.

The Market continues to thrive in the local community, despite ageing infrastructure, growing competition and a limited footprint. As it moves into the future, planning and investment will ensure it continues to deliver a sustainable, safe and inclusive Market experience for years to come.

A range of capital improvement projects have been identified as necessary to address building compliance at the Market. These major infrastructure improvements include, but are not limited to:

- an increase in amenities (i.e. more bathroom facilities)
- improved pedestrian gradients via aisle and footpath regrading works
- compliant access to the rooftop carpark with two new lift and stair combinations (York and Coventry Streets)
- review of vehicle access to the rooftop carpark to address vehicle and pedestrian conflict

City of Port Phillip (CoPP) has approved additional funding in their 10-year budget commencing 2023-24, alongside these major compliance works, to achieve greater community experience improvements (Project Connect). This includes additional external public space for seating and pedestrian movement alongside back-of-house improvements that surpass compliance requirements, supporting traders in the Market's aged and constrained spaces.

A community consultation project ran from 3 November to 3 December 2023. This sought to:

- Inform/educate the community about the required asset compliance works as part of Project Connect
- Seek community and trader feedback on Project Connect
- Provide an opportunity for general feedback, ideas, sentiments and concerns regarding the Market.
- Understand community and trader need and desire for increased and/or amended trading hours and days.



Key findings

Trading Hour amendments

Support for current opening hours

• Between 60% and 74% of respondents were happy with the current trading hours for particular days: Wednesday (76%); Friday (65%); Saturday (60%); Sunday (67%).

Support for closing the Market later was relatively low

• Between 17% and 23% of respondents supported closing later on specific days: Wednesday (17%); Friday (23%); Saturday (23%); Sunday (19%).

Support for status quo regarding closing the Market earlier on Fridays was high

- 67% of respondents were neutral regarding the Market closing an hour earlier on Fridays (4pm instead of 5pm).
- South Melbourne Market (SMM) traders showed general support for closing an hour earlier on Fridays (67% positive). While local traders were more likely to be neutral, 68%; or negative, 32%.

Support for opening the Market earlier was low

- Between 4% and 6% of respondents supported closing earlier on particular days: Wednesday (4%); Friday (6%); Saturday (6%); Sunday (5%).
- South Melbourne Market (SMM) traders most often did not support opening the Market earlier: 15% positive; 33% neutral; 52% negative.

Slight support for an additional Market day

- Overall, a slight majority of respondents (52%) preferred an additional Market day. Over half
 of respondents said Thursday was their preferred additional day: Monday (20%); Tuesday
 (27%); and Thursday (53%).
- South Melbourne Market (SMM) traders most often did not support (63%, no) operating on an additional day. However, Thursday (85%) was the most often preferred day for SMM traders who did support an additional day.

York Street

York Street – importance of public realm features

- Over 60% of respondents felt the provision of these features were very or somewhat important: the use of natural materials (70%); seating (63%); and public dining spaces (64%).
- The three least important public realm features were: children's play equipment/play areas (24%); dog-friendly area (32%); and events/activations (45%).

York Street – carpark entry/exit ramp

44% of respondents felt relocating the entry/exit ramp (from Coventry Street to York Street)
would have a neutral impact on them, 30% were positive and 26% felt the change would have
negative impacts.

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City of Port Phillip Shaping South Melbourne Market - 2023 Engagement

Coventry Street

Coventry Street – importance of public realm features

- Over 60% of the respondents felt that these features were either very or somewhat important: seating (69%); use of natural materials (67%); improved connection to the tram stop (64%); public dining (61%).
- The three least popular public realm features were: children's play equipment/play areas (22%); dog-friendly areas (30%); and bike racks/bike storage (43%).

Cecil Street

Partial closure of Cecil Street

- Overall, more respondents were negative than positive regarding the impact of a partial closure of Cecil Street: negative 40%; positive 31%; and neutral 30%.
- Female respondents were significantly more likely to oppose partial street closure: negative 41%; positive 24%; and neutral 35%. Male respondents were slightly more likely to support partial street closure: positive 44%; negative 34%; and neutral 22%.

Cecil Street - importance of public realm features

- Over 50% of the respondents felt that they would like to see these features if Cecil Street was permanently closed: increased public seating, 62%; and green space 56%.
- The two least selected options for Cecil Street were: children's play equipment/play areas, 16%, and dog-friendly areas, 21%.
- 19% of respondents selected 'other'. A very high proportion of these respondents stated they didn't want to see Cecil Street closed, which was 11% of all respondents.



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City of Port Phillip Shaping South Melbourne Market – 2023 Engagement



Introduction

Project background

Established in 1867, the much-loved South Melbourne Market (SMM/the Market) is the oldest continuing market in Melbourne. The Market has undergone regular improvements to accommodate the growing needs of its traders and the local community, to meet changing regulations, and to make sure it continues to deliver a safe, accessible, and enjoyable Market experience for years to come.

The Market continues to thrive in the local community, despite ageing infrastructure, growing competition and a limited footprint. As it moves into the future, planning and investment will ensure it continues to deliver a sustainable, safe, and inclusive Market experience for years to come.

A range of capital improvement projects have been identified as necessary to address building compliance at the Market. These major infrastructure improvements include, but are not limited to:

- an increase in amenities (i.e. more bathroom facilities)
- improved pedestrian gradients via aisle and footpath regrading works
- compliant access to the rooftop carpark with two new lift and stair combinations (York and Coventry Streets)
- a review of vehicle access to the rooftop carpark to address vehicle and pedestrian conflict.

City of Port Phillip (CoPP) has approved additional funding in their 10-year budget commencing 2023-24, alongside these major compliance works, to achieve greater community experience improvements (Project Connect). This includes additional external public space for seating and pedestrian movement alongside back-of-house improvements that surpass compliance requirements, supporting our traders in the Market's aged and constrained spaces.

Given the need to address these compliance requirements to ensure the Market is safe and accessible for all, SMM aims to review and address major pinch points such as congestion and lack of public space to improve customer experience.

From 3 November to 3 December 2023, CoPP consulted with the community through the Help Shape the Future of South Melbourne Market project. The engagement project aimed to find out from the community the importance they place on the issues SMM are trying to address, such as congestion, public space and safety, how proposed changes may impact them, how public space can be improved and their preferences around when the Market is open.



Engagement purpose and scope

Those with an interest in the project were invited to contribute to the community engagement via either the online survey, community pop-up sessions, or focus groups.

Stakeholders and the general public were invited to learn about the proposed changes on the *Have Your Say* website (https://haveyoursay.portphillip.vic.gov.au/safe-and-accessible-south-melbourne-Market). There, they were able to view the 'hot spot' map to see proposed changes to the South Melbourne Market and surrounds. Each of the proposed changes is outlined below.



York Street (between Cecil and Ferrars Streets outside the Market) will undergo compliance works, including improved access to the rooftop carpark, new amenities (bathrooms) and improved safety. While these works are undertaken, we will look to improve public space and the connection to the local area

One option being considered is to relocate the vehicle entry/exit ramp to the Market's rooftop carpark from Coventry St to York St.

To relieve congestion and increase public space around the Market, one option being considered is the permanent closure of Cecil Street between Coventry and York Streets (northbound lane). This was trialled in both 2021 and 2022 over the summer months.

Coventry Street (between Cecil Street and the tram stop outside the Market) will undergo compliance works which will include improved access to the rooftop carpark and improved safety.

To relieve congestion on Coventry Street, improve public safety and remove the conflict between vehicles and pedestrians in this area, one option being considered is to relocate the vehicle entry/exit ramp to the Market's rooftop carpark to York Street. Back-of-house areas at the Market will be assessed to improve efficiencies, productivity and safety. Possible improvements may include:

- Improved waste streaming facilities
- Improved storage to maximise the limited available space
- Trader-only bathroom amenities/facilities if possible.



Engagement methodology

Engagement objectives

The aim of the engagement was to assess the perceived impacts of the proposed changes as outlined above, on local traders, SMM traders, and the broader community. City of Port Phillip aimed to gather the opinions and impressions of the public and other stakeholders to ensure that the Market can continue to provide its customers, traders, and local residents with what they want and need, whilst accounting for the area's growing population.

Methodology

ENGAGEMENT ACTIVITIES

The engagement consisted of an online survey, focus groups, and pop-up conversation sessions. The engagement period ran from November 3 to December 3, 2023.

Response type	Details of responses	Number of respondents
SMM Survey	 859 online surveys and four hardcopy surveys were completed. 7 open-ended questions 23 closed-option questions (incl. demographics) (See Appendix) 	863
Focus groups	Contributions were made from the following advisory groups: — Clarendon & Coventry Business Association (4 participants) — LGBTIQA+ Advisory Committee (11 participants) — Older Persons Advisory Committee (2 participants) — SMM Trader Workshop (7 participants) — CoPP Business Advisory Group (10 participants)	34
Pop-up sessions	Five pop-up conversation sessions were held on 15, 18 (2 sessions), 22 and 25 November 2023 — 4 closed-option questions — 60 Post-it note comments Two emails from the community providing general feedback were	97
Email Feedback	received.	2
	Total participants	996



ANALYSIS OF FEEDBACK

To complete **qualitative analysis**, Global Research analysts read and categorised every comment and coded them to themes and topics.

The qualitative analysis focussed on the 863 open-ended survey comments, the focus groups data, and the pop-up conversation sessions, which collected 60 post-it notes. All free-text and collected spoken data was combined within one analysis framework.

Analysis was assisted by NVivo qualitative analysis software. Its querying functions enable responses to be separated based on positive, negative, or neutral responses, and to code supplementary freetext responses accordingly. Additionally, responses were cross-tabulated, allowing for ideas and opinions to be compared by demographic cohorts of interest. Most common themes addressed by each gender, frequent shoppers, SMM traders and local traders for each qualitative question have been noted and placed in a textbox at the relevant location. The number of respondents from each demographic that provided further comment for positive or negative impact questions has been noted in the relevant theme headings.

Quantitative analysis was completed by analysing all the closed answers received and creating charts with descriptions to present results in an easily understood format. Frequencies of respondents' demographics were calculated and are presented in percentages throughout the report.

Communication of engagement opportunities

Between 3 November and 3 December 2023, Council delivered a range of communications activities to let the community know about the engagement period.

	Project posters and A-frame signs in the Market x 12	Posters and signs promoting the engagement process were placed at strategic locations around the Market to inform visitors and traders about the project and how to provide feedback.
	Postcards to community x 8,550	Postcards were printed and delivered to the local area to inform residents and businesses of the engagement process and how to provide feedback.
O's	CoPP newsletters x 2	Council included information about this project in the monthly 'Divercity' newsletter, as well as the 'Help Shape Our City' newsletter. These newsletters go to subscribers interested in Council news and people who want to know about current engagement projects, respectively.



	SMM newsletters X 4	A dedicated email about the project and how to provide feedback was sent to SMM traders (213 subscribers) and the public SMM database (51,210 subscribers). The story was also included in the monthly editions of the SMM trader e-newsletter and SMM public e-newsletter.
	SMM website	The project features in a news article on the SMM website and was promoted to the homepage of the website under the featured section for the duration of the engagement.
- @ @	Social media posts	SMM utilised social media to promote the engagement process, with posts on Facebook (posts and stories) Instagram and LinkedIn. The post on Facebook was boosted, targeting those that reside within a 5km radius of SMM. The boosted post reached over 36,000 users.
	'Have Your Say' website	Council's dedicated engagement page, 'Have Your Say,' had a project page for the South Melbourne Market with information on the initiative, project timelines, contact details, and opportunities to engage.

Barriers to participation and strategies to lower barriers

Various strategies were employed to encourage participation by those that might not otherwise engage with Council on a program such as this. Strategies included:

- Providing hardcopy surveys at the Market throughout the engagement period for those with limited computer access or proficiency
- Specifically targeting local traders as well as SMM traders, who are known to be time poor, by attending existing meetings and encouraging hardcopy surveys to be completed on the spot
- Inviting all of Council's advisory committees to have a tailored and facilitated focus group at an existing meeting
- Facilitating direct conversations with members of the Older Persons Advisory Committee to encourage them to share the project details through their networks of older people.
 Feedback from older people was particularly sought to help Council understand accessibility requirements at the Market
- Hosting pop-up conversations in neighborhoods other than South Melbourne (St Kilda Road area and Port Melbourne area) to bring the conversation to people that might not otherwise visit the Market



Who participated

Key demographics of respondents

Surveys

Gender: Female respondents comprised nearly two thirds (61%) of all respondents to the survey

Age: Nearly one-third of survey respondents were aged between 35-49 years of age, with 78% of respondents aged between 35-69 years of age

Suburbs: Top five suburbs that survey respondents resided in were South Melbourne (26%, 222), Port Melbourne (19%, 165), Albert Park (7%, 63), St Kilda (7%, 62) and Southbank (6%, 49), with each of the other suburbs listed making up 5% or fewer of total surveys.

Pop-ups

Gender: Female respondents represented more than half (58%) of pop-up respondents

Age: Nearly one-third (30%) of pop-up respondents were aged between 60-69

Suburbs: Just under half of pop-up respondents resided in South Melbourne (40%, 39) or Port Melbourne (19%, 18)

PARTICIPATION BY RELATIONSHIP TO MARKET

The date below does not include pop-up data, as gender was not linked to shoppers or traders.

Frequent shoppers are defined in this report as those who reported visiting the Market weekly or more.

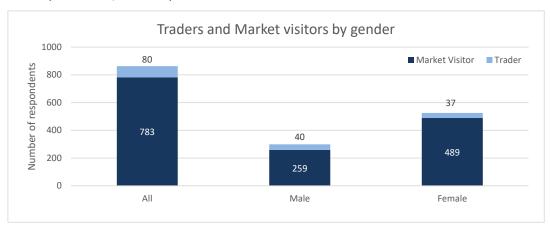
'Frequent shoppers' make up nearly 70% of all Market visitor respondents and are comprised of 322 female and 157 males. (includes pop up participants whose gender was not linked to their comments)

Pop-up demographic data is not linked to any opinion or sentiment and is thus excluded from charts that include comparisons of demographics with opinions. Where pop-up data has been included, it is noted on relevant charts. Pop-up session demographic information is co-located with survey demographic data.



TRADERS AND MARKET VISITORS BY GENDER

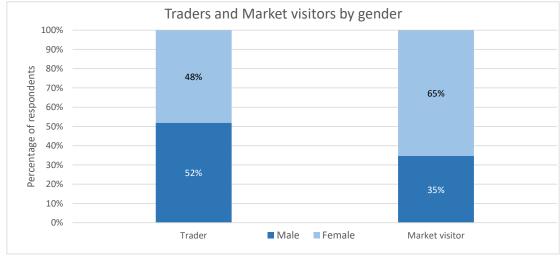
N=863 (526 female, 299 male)



Findings

- > 863 people participated in the engagement. Of these, 783 were Market visitors and 80 were traders.
- > 526 were female (489 Market visitor and 37 traders)
- > 299 were male (259 Market visitors and 40 traders).

Note: 3 traders and 35 Market visitors did not choose male or female as their gender.



Findings

- > Overall, males made up 35% of respondents and females made up 61%.
- > Traders were reasonably evenly split by gender female 48% and male 52%
- > Market visitors were almost twice as likely to be female, 65%, compared to 35% male.

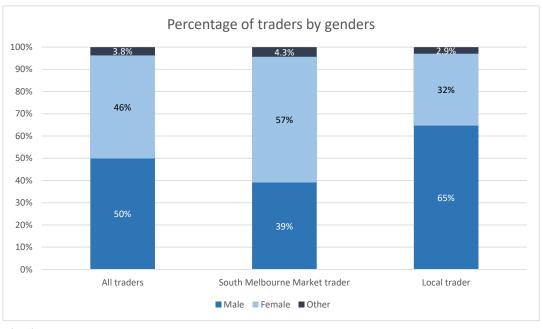
Note: 25 Market visitors preferred not to state their gender, 7 identified as non-binary, and 3 specified the use of a different pronoun.

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MARKET AND LOCAL TRADERS BY GENDER

N=80 (46 SMM, 34 local traders) (40 male, 37 female, 3 other genders)



Findings

- > Of the 80 respondents who indicated they were traders, 46 (57%) were South Melbourne Market traders, and 34 (43%) were local traders.
- > Overall, 40 (50%) of traders were male, 37 (46%) were female and 3 (3.8%) were other genders.
- > Market traders were made up of 18 males (39%), 26 females (57%) and 2 other genders (4.3%).
- > Males were the majority of local traders at 22 (65%), with 11 females (32%) and 1 other gender (2.9%) making up just over a third of local traders.
- > Overall, 'Other' gender included non-binary (0), 'prefer not to say' (2), and 'use a different term' (1).



Advisory groups, business associations, trader workshop

Focus group discussions were carried out with a range of advisory groups. Feedback gathered in these discussions provided key insights which have further informed the findings. The advisory groups were:

Clarendon & Coventry Business Association (4 participants)

- Monday 20 November 2023, 6 7pm
- Participants from the Clarendon & Coventry Business Association were able to provide insights from a local trader perspective, from those who trade outside of the Market.
 Participants were asked to share their thoughts on the successful integration of public realm items into the streetscapes, and on strengthening the connection of the Market to the wider precinct, so people visit more of the precinct on their visit to the Market (or vice versa). They were asked about the potential impacts on their business of any change to Market trading hours and days, and the potential impact of the capital works (construction phase) on their businesses.

CoPP Business Advisory Group (10 participants)

- Tuesday 21 November 2023, 8 9am
- Participants were provided with an overview of the project and given an opportunity to provide feedback on the proposed changes.

Older Persons Advisory Committee (2 participants)

- Wednesday 22 November 2023, 1 1.30pm
- Participants were asked to provide insights into the particular challenges faced by older persons at the Market, including accessibility challenges and their priorities regarding proposed changes.

SMM Trader Workshop (7 participants)

- Wednesday 22 November 2023, 3.45 5.15pm
- Participants at this SMM Trader Workshop were able to provide insights from a SMM perspective and offered particular attendance to logistical concerns. Participants were asked about the potential impacts on their business of proposed changes to Market trading hours and days, and to provide feedback on proposed improvements to the back-of-house areas of the Market.

LGBTIQA+ Advisory Committee (11 participants)

- Thursday 30 November 2023, 6 7pm
- Participants from the LGBTIQA+ Advisory Committee were able to provide insights into issues impacting the LGBTIQA+ community. Participants were asked to share their thoughts on the proposed changes, with particular reference to the design of a safe, accessible and inclusive Market experience for all.

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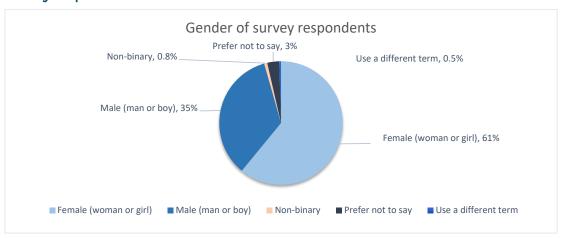
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Demographic characteristics

960 respondents were included in demographic data across surveys (863) and pop-ups (97).

GENDER OF RESPONDENTS

Survey respondents

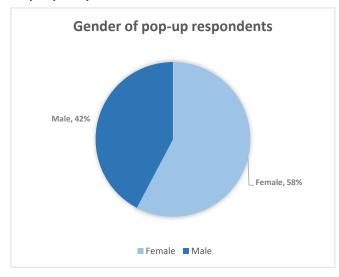


Findings

863 survey respondents participated in the engagement:

- > Female respondents were nearly two thirds of survey respondents (61%, 526)
- > Male respondents were just over one third of respondents (35%, 299)
- > Non-binary, 0.8%; prefer not to say, 3%; and use a different term, 0.5%, totaled 38 respondents.

Pop-up respondents



Findings

97 people participated in pop ups:

- > Females were more than half (58%, 56) of pop-up respondents
- Males were just under half of these respondents (42%, 41)
- > No respondents identified as non-binary or other gender definitions.

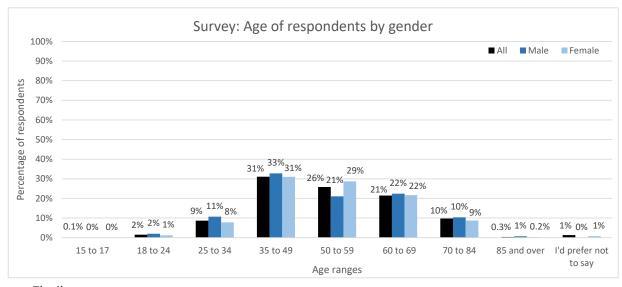
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AGE OF RESPONDENTS

Survey respondents

N=863 (299 males, 526 females)



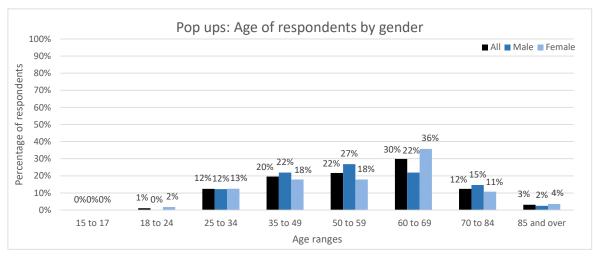
Findings

- > Close to one-third of survey respondents, 31% (268) were aged between 35-49 years of age, 31% of females (168), and 33% of males (98).
- > Ages 50-59 years were 26% (223) of respondents 29% of females (151) and 21% of males (63).
- > Ages 60-69 were 21% (185) of respondents, 22% of females (114) and 22% of males (67).
- > Over 69 years were 10.1% (87) of respondents and under 35 years of age were 10.3% (89).



Pop-up respondents

N=97 (41 male, 56 female)



Findings

- > Just under one-third (30%, 29) of pop-up respondents were aged between 60-69 years of age 36% of females (20) and 22% of males (9).
- > The remaining respondents were relatively evenly distributed across age groups.

COMPARISON OF DEMOGRAPHICS BETWEEN CENSUS DATA AND SURVEY RESPONDENTS

The largest differences between 2021 City of Port Phillip Census data and the survey data were:

- > <u>Gender</u>: 51.2% of City of Port Phillip residents were **female**, compared to 61% of survey respondents in this engagement. **An over-representation of 10 percentage points**
- Age: 22.7% of City of Port Phillip residents were aged 25-34 years of age, compared to 9% of survey respondents in this engagement. An under-representation of 14 percentage points 13% of respondents City of Port Phillip residents were aged 50-59 years of age, compared to 26% of survey respondents in this engagement. An over-representation of 13 percentage points

10% of respondents City of Port Phillip residents were aged **60-69 years of age**, compared to 22% of survey respondents in this engagement. **An over-representation of 12 percentage points**.



SUBURBS RESPONDENTS LIVE IN

Survey respondents

Survey respondents			
Suburbs	Count	Percent	
South Melbourne	222	26%	
Port Melbourne	165	19%	
Albert Park	63	7%	
St. Kilda	62	7%	
Southbank	49	6%	
Middle Park	44	5%	
Melbourne	42	5%	
Elwood	33	4%	
St. Kilda West	20	2%	
St. Kilda East	12	1%	
Docklands*	11	1%	
Balaclava	9	1%	
Windsor	6	1%	
Williamstown*	5	1%	
Carnegie*	5	1%	
Ripponlea	2	0.2%	
Other	94	11%	
Prefer not to say	20	2%	
Total	864		

Findings

> 45% of respondents were from either South Melbourne (26%) or Port Melbourne (19%).

'Other' suburb responses with more than one response were:

- > Four from each of: Caulfield, North Hawthorn, South Yarra
- > Three from each of: Brighton, Brighton East, Coburg, Prahan
- > Two from each of: Caulfield, Caulfield South, Hughesdale, Malvern, Northcote, Parkdale, Point Cook, South Kingsville.

Pop-up respondents

Suburbs	Count	Percent
South Melbourne	39	40%
Port Melbourne	18	19%
Melbourne	8	8%
Southbank	4	4%
St. Kilda	3	3%
Middle Park	3	3%
Caulfield*	2	2%
Elwood	2	2%
St. Kilda East	2	2%
Ripponlea	2	2%
Albert Park	0	0%
St. Kilda West	0	0%
Balaclava	0	0%
Windsor	0	0%
Other	12	12%
Prefer not to say	2	2%
Total	97	

Findings

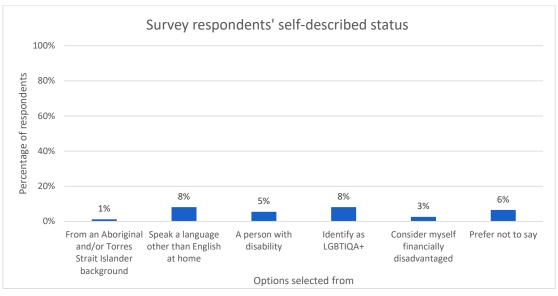
> Over half of respondents were from South Melbourne (40%, 39) or Port Melbourne (19%, 18).



^{*}Not originally included in suburb options, counted from 'other' comments.

RESPONDENT SELF-DESCRIBED STATUS

Survey respondents



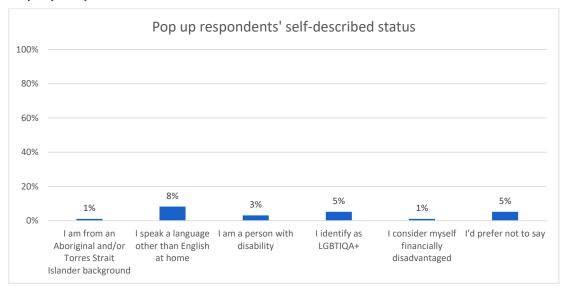
Findings

Survey respondents were asked to identify with all of the listed options that apply to them. The results were:

- > Speak a language other than English at home (8%, 70)
- > Identify as LGBTIQA+ (8%, 70)
- > A person with disability (5%, 47)
- > Consider myself financially disadvantaged (2%, 22)
- > Aboriginal and/or Torres Strait Islander (1%, 10)
- > Prefer not to say (6%, 56)
- > None of these apply (70%, 640)



Pop-up respondents



Findings

Pop up respondents were asked to identify with all of the listed options that apply to them. The results were:

- > Speak a language other than English at home (8%, 8)
- > Identify as LGBTIQA+ (5%, 5)
- > A person with disability (3%, 3)
- > Consider myself financially disadvantaged (1%, 1)
- > Aboriginal and/or Torres Strait Islander (1%, 1)
- > Prefer not to say (5%, 5)
- > None of these apply (76%, 72)



PRIOR FEEDBACK ON OTHER COUNCIL PROJECTS

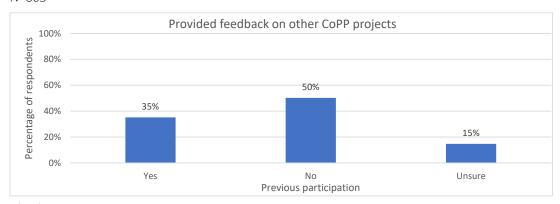
Respondents were asked if they had provided feedback on any other City of Port Phillip projects in the last 12 months.

Question text: Have you provided feedback on any other City of Port Phillip projects in the past 12 months?

Options: Yes/No/Unsure

Survey respondents: provided previous feedback on CoPP projects

N=863

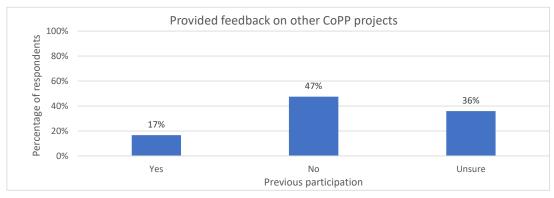


Findings

- > 50% of respondents had not previously provided feedback to City of Port Phillip
- > 35% of respondents had previously provided feedback to City of Port Phillip
- > 15% of respondents were unsure.

Pop-up respondents: provided previous feedback on CoPP projects

N=78



Findings

- > 40% of respondents had not previously provided feedback to City of Port Phillip
- > 17% of respondents had previously provided feedback to City of Port Phillip
- > 36% of respondents were unsure.



Key findings

Shopping behaviour

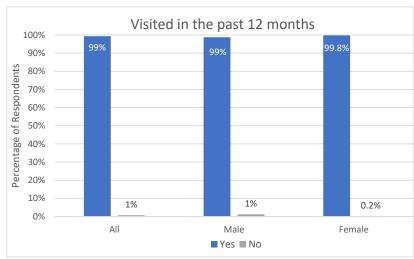
Visited or not in past 12 months

Question description

Respondents that didn't identify as traders (will be referred to as 'Market visitor or 'visitor') were asked if they had visited the Market in the last twelve months (N=688).

Question text: Have you visited the South Melbourne Market in the past 12 months?

N=722 (244 male, 444 female)



Only six respondents reported they hadn't visited the Market in the past twelve months, five citing the following reasons:

Can't get there (2); the Market is too busy (1); the Market does not offer what I am looking for (1); and it's not physically accessible enough for me (1)

Findings

> The vast majority of both male and female respondents (99%) reported they had visited the Market in the last twelve months.

Question description

Market visitors who responded 'yes' to the previous question were asked how frequently they visit the Market.

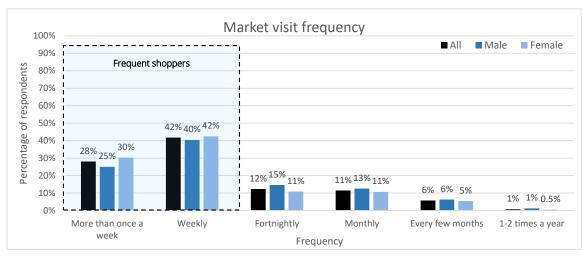
Question text: How often do you usually visit the South Melbourne Market?

Options were: More than once a week; weekly; fortnightly; monthly; every few months; and 1-2 times a year.



Frequency of visits in the last 12 months

N=716 (240 male, 683 female)



Findings

Frequent shoppers are as those who reported visiting the Market weekly or more.

- > 'Frequent shoppers' were 70% (500) of all respondents 73% (322) of female respondents with 65% (157) of male respondents.
- > 'Infrequent shoppers' were 30% (216) of all respondents 27% (121) of female respondents and 35% (83) of male respondents.



Trading hours

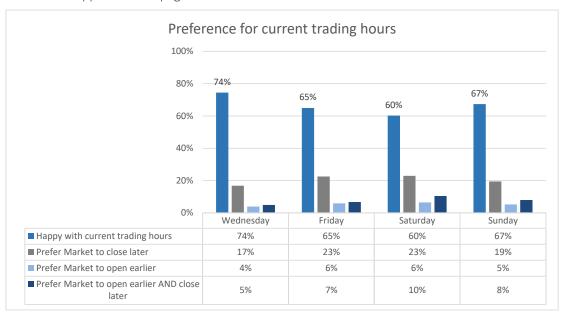
PREFERENCE FOR CURRENT TRADING HOURS

Question description

Respondents were asked to show their preference for trading hours on each of the four current Market trading days: Wednesday, Friday, Saturday, and Sunday.

Options were: Happy with current trading hours; Prefer Market to close later; Prefer Market to open earlier; and Prefer Market to open earlier AND close later.

The table below presents results for all respondents. A breakdown of specific demographics can be found in the appendices on page 62.



Findings

- > Over half of the respondents were happy with the current trading hours on each of the four days:
 - o Wednesday (74%)
 - o Sunday (67%)
 - o Friday (65%)
 - o Saturday (60%)
- > Friday and Saturday received the highest level of support for closing later (both 23%)

Local traders

Local traders were more in favour of changes to Market day hours than other groups. Saturday and Sunday were the least supported current trading hours (both 47%).

Around a quarter of local traders preferred extension of morning and evening trading hours on Saturday, Friday and Wednesday and closing later on Sunday.

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- > Saturday received the most support for both morning and evening extended trading hours (10%)
- > Infrequent shoppers (visit fortnightly or less) were more likely to prefer that the Market closes later on all current Market days.

SMM traders

SMM traders overwhelmingly preferred current hours, with over 75% support shown for each day. The most popular were the current Wednesday (91%) and Friday (88%) hours.

SMM traders were more likely to prefer closing later on weekends; around a fifth supported Saturday extended hours.

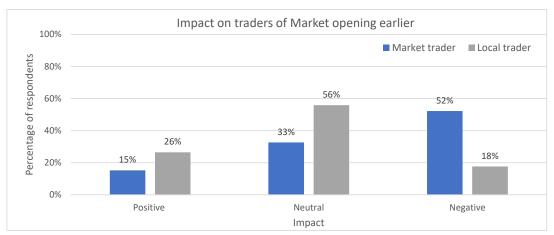


OPENING EARLIER: IMPACT ON SMM AND LOCAL TRADERS

Question description

Local and SMM traders were asked to assess the impact that the Market opening earlier would have on them (n=80)

Question text: If the Market opened earlier, what kind of impact, if any, would this have on you? (46 SMM traders, 34 local traders)



Findings

- > Local traders were more likely to assess neutral (56%) or positive impacts (26%) from the Market opening earlier than SMM traders (33% and 15% respectively)
- > Over half of SMM traders assessed the impact of the Market opening earlier as negative (52%), compared to local traders (18%).

THE IMPACT OF THE MARKET CLOSING LATER

Question description

Traders were then asked to discuss the impact that the Market closing later would have.

Question text: If you would like to tell us more about the impact this would have on you, tell us here.

Positive impact (2 SMM and 7 local traders)

Of the 18% of traders that indicated they anticipated a positive impact from earlier opening hours, nine made further comment, most of which were from local traders who stated that the change would attract more people to the area, implying that this would translate to more trade for them.

More people visiting the area is always good. Less by car would be a win for the area too ~ Local trader.

Two traders (one SMM, and one local) anticipated an improved customer experience, specifically for those who want to "avoid rush time," and access "more options."

Two local traders stated that traffic congestion might be avoided by spreading Market visiting times.

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Neutral impact (nil)

Almost half of all traders (44%) indicated that the Market opening earlier would have a neutral impact on them. None of these respondents clarified their position further.

Negative impact (16 SMM and 5 local traders)

SMM traders were more likely than local traders to anticipate negative impacts from earlier opening times. The vast majority of these impacts pertained to lack of custom. SMM traders expressed sentiments such as "nobody is going to buy general merchandise at 7 am" and "starting earlier would not be productive".

These comments were often paired with concerns about paying staffing costs during these quiet periods, with respondents noting that the costs would be detrimental to their business. Again, such comments were from SMM traders.

People are not shopping easier, opening even earlier now would mean higher staff cost ~ SMM trader.

SMM traders also raised the issue that their travel times to the Market were long. In three cases this implied that an earlier start would unreasonably impinge upon Market traders' early morning responsibilities. In one case a Market trader explicitly stated that earlier start times would "make it difficult to juggle child care" with running their business.

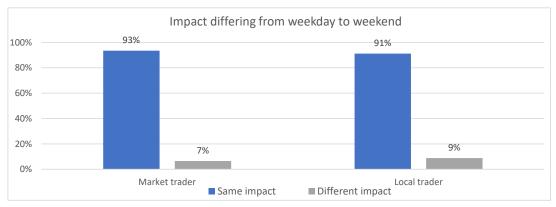
OPENING EARLIER: IMPACT ON SMM AND LOCAL TRADERS ~ DIFFERENCE BETWEEN WEEKDAY AND WEEKEND

Question description

Traders were then asked to assess whether this impact would differ from weekday to weekend, and if it did differ, to please specify:

Question text: Would this impact on you differ from weekday to weekend?

N=80 (local traders: 34, Market traders: 46)



Findings

> The vast majority of both SMM (93%) and local traders (91%) assessed the impact of opening earlier to be the same regardless of whether it was a weekday or a weekend.



Weekends more likely to suit earlier opening times (3 SMM and 3 local traders)

Of the six traders who anticipated that the impacts of opening earlier would differ from weekday to weekend, the majority felt that opening earlier would work better, or "well," at weekends. One local trader noted that Market patrons using all available car parks constrained their business' custom, so was disinterested in earlier opening times.



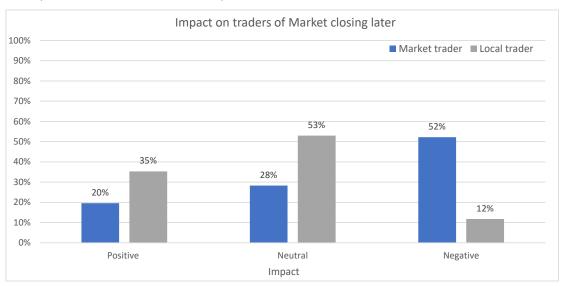
CLOSING LATER: IMPACT ON LOCAL AND SMM TRADERS

Impact of Market closing later

Question description

Local and SMM traders were asked to assess the impact that the Market closing later would have on them.

Question text: If the Market closed later, what kind of impact, if any, would this have on you? N=80 (46 SMM traders, 34 local traders)



Findings

> Local traders were more likely to assess impacts from the Market opening earlier as neutral (53%) or positive (35%) than SMM traders, 28% and 20% respectively. Over half of SMM traders (53%) assessed the impact of the Market closing later as negative, which was significantly more than local traders (12%).

Question description

Traders were then asked to discuss the impact that the Market closing later would have.

Question text: If you would like to tell us more about the impact this would have on you, tell us here.

Positive impact (7 SMM and 8 local traders)

The most often anticipated positive impact of a later closing time was that it would be good for customers. Comments included that it might allow customers to come after work, or offer "more options" as described below:

More trading hours that gives the customers more options and opportunities to shop to their life style \sim SMM trader.

The four local traders and one SMM trader anticipated the positive impact of increased trade.

Traders stated things like "more sales," "more people for longer," and that more activity in the streets

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has "got to be a good thing". Lastly, a couple of traders reported that there would be positive impacts, but only at the weekend.

Neutral impact (nil)

Forty percent (40%) of traders stated that the impact on them of the Market closing later would be neutral; none of these traders wished to further explain that response.

Negative impact (17 SMM and 3 local traders)

The one-third of traders (34%) that stated closing later would have a negative impact on them typically referenced the lack of custom later in the day. Nine traders made this comment, and all were SMM traders (no local traders stated this opinion). However, a further six added that the cost of staffing to remain open would negatively impact their business. All but one of these were SMM traders. In many cases these two issues were discussed together, as shown in the quote below.

Afternoon trade is quieter & we would make less revenue per hour worked by our staff ~ SMM trader.

Respective SMM traders stated that "there is very little traffic to my stall after 2pm," it is "usually not busy enough to stay open," and:

It will take years to 'educate' customers that SMM now closes later; an hour before trading ceases SMM Customers clear out ~ SMM trader.

Two additional comments expressed that the later closing time would result in less personal/family time for the trader, and two suggested that trading hours should be "uniform" (across trading days). One trader who opposed a later closing time noted that there would be "more traffic during peak hour."



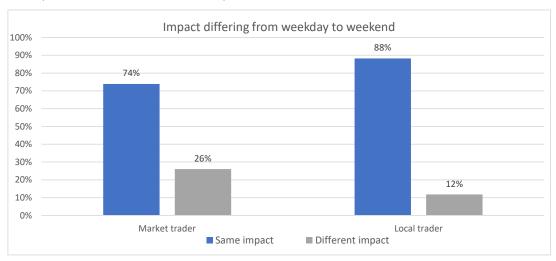
Impact of Market closing later - difference between weekdays and weekends

Question description

Traders were then asked if the impact of closing later would differ from weekday to weekend. If the impact did differ, they were asked to specify.

Question text: Would this impact on you differ from weekday to weekend?

N=80 (46 SMM traders, 34 local traders)



Findings

Most SMM (74%) and local traders (88%) assessed the impact of closing later to be the same regardless of whether it was a weekday or a weekend, although over a quarter of SMM traders (26%) assessed different respective impacts for closing later on a weekday versus a weekend.

Weekends more likely to suit later closing (6 SMM and 3 local traders)

Most of the comments about the different anticipated impacts of closing later on weekdays or weekends expressed that weekend days were more likely to be busy and are thus a better option for a later closing time. One trader stated that "weekends and Fridays later would be amazing," while another stated the following:

Saturday is more viable for later finish than other days ~ SMM trader.

Additionally, it was apparent within some of these comments that traders are uncertain that later hours will translate to increased custom; this was visible with the use of such words as 'might' and 'possibly.'

Other comments (6 SMM and 1 local trader)

Other respondents who anticipated the impacts of later closing times to differ from weekday to weekend stated iterations of the following: late hours would cater better for after work visitors, more people would "take time to browse," and a general instinct that it "could be beneficial."

One SMM trader noted that spreading trading hours over longer periods may dilute the impact that the Market currently enjoys, due to its limited opening hours.



CLOSING EARLIER ON A FRIDAY

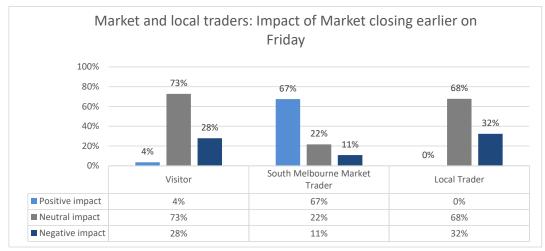
Question description

All respondents were asked to assess the impact that the Market closing an hour earlier on a Friday would have on them. SMM currently trades 8am - 4pm on Wednesday, Saturday and Sunday, and 8am - 5pm on Friday.

Question text: If the Market closed earlier on Friday (4pm instead of 5pm), what kind of impact, if any, would this have on you?

N= Visitors (survey and pop-ups) 745, 46 SMM traders, 34 local traders)

There were no specific differences for male and female respondents or frequent shoppers in their perceived impact of an early closure on Fridays. These were consistent with overall preference shown on the left.



Findings

- > Overall, visitors predominantly viewed the impact of the Market closing an hour earlier on a Friday as neutral (73%), but were seven times more likely to assess the change negatively (28%) than positively (4%).
- > The majority of SMM traders assessed the impact of closing an hour earlier on a Friday as a positive change (67%), whereas most local traders assessed a neutral impact (68%).
- > Local traders were close to three times more likely to assess the change negatively than SMM traders (32% local traders, compared to 11% Market traders).

Question description

All respondents were then asked to discuss the impact of closing the Market an hour earlier on a Friday (4pm instead of 5pm).

Question text: If you would like to tell us more about the impact this would have on you, tell us here.

Positive impact (20 SMM traders, nil local traders, and 13 Market visitors)

Positive impacts were anticipated by 33 respondents. Most of these respondents were SMM traders who argued that trade has already dwindled by 4pm on a Friday, and that the extra hour constituted wasted time and money. Sales and foot traffic were reported to be low during that time.

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Saving staff cost- Market is empty Fridays after 4pm ~ SMM trader.

Last two hours on Friday dead. Closing earlier would be great for my general wellbeing ~ SMM trader.

The two Market visitors who commented agreed with these traders, suggesting that there are "hardly any people at 5." Market traders often linked an early closing time with lower staff costs, describing this as beneficial particularly in the context of lower sales.

Other anticipated positive impacts included three comments about less traffic congestion for locals, two who stated they were indifferent as they didn't visit at this time, and two who felt that uniform hours were best (which they assessed as an earlier start coupled with an earlier finish).

Think opening earlier and closing earlier is more suited to this Market brand and gives uniformity ~ Market visitor.

A small number of Market visitors stated that the earlier closing time would suit them or traders (who could use the time to prepare for the weekend). Two SMM traders stated the same, as the following example shows.

This would make family life easier and we don't generate much revenue from 4-5pm anyway ~ SMM trader.

No local traders gave details about how an earlier close on a Friday would impact them positively.

Neutral impact (nil)

Neutral impacts were the most likely anticipated impacts overall. No respondents who felt the impacts would be neutral expanded upon their response.

Negative impact (1 SMM trader, 5 local traders, and 114 Market visitors)

Lack of ability to visit on way home (57 comments)

Non-trader survey respondents were far more likely than traders to anticipate negative impacts of the Market closing earlier on a Friday. Around half of the Market visitors anticipated negative impacts due to their inability to visit the Market after work on a Friday if it closed earlier. People made comments about the Market being part of their weekend preparation (going after work and picking up items for the weekend). The

The lack of ability to visit on the way home from work was the most common theme discussed by frequent shoppers

following comments are typical of the substantial number that were made:

Doesn't support those of us that work business hours ~ female Market visitor.

I like to try and pop in on my way home from work on a Friday and pick up some fruit/veg ~ female Market visitor.

Often can't get there post work ~ male Market visitor.

It would mean rushing to the Market and having to leave work early ~ female Market visitor.

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The Market already closes too early (20)

Consistent with the previous theme, a moderate number of respondents emphasised that the Market already closed too early; remaining open in the evening would allow for nighttime activities or for Market visitors to shop after work.

General disagreement with early closure on Fridays (20)

General opposition to early closure was voiced by a moderate number of respondents, typically associating reduced hours with less opportunities to shop and interference with routines.

Need access to Market for weekend food (15)

A moderate number of respondents referred to their routine of Friday evening grocery shopping for the weekend, primarily to avoid the weekend rush or to prepare for weekend plans.

Later closing allows for transition into evening dining (10)

Several Market visitors stated their preference for evening dining in conjunction with shopping activities. A small number further expressed concern about local hospitality businesses losing post-shopping evening diners. Music and evening events were also mentioned, bringing a 'vibrant' energy to the Market.

Longer hours spread the high demand (8)

Several Market visitors, especially locals, expressed preference for later closing times to reduce the crowds and congestion experienced when shopping. Congestion on weekend days was particularly noted.

Would not go if closed earlier (6)

A small number of Market visitors stated they would no longer go to the Market if it closed earlier, either because their schedule didn't allow it, or they would prefer to avoid finding parking.

Traffic issues, congestion (5)

A small number of Market visitors expressed that the traffic would not allow them to arrive to the Market in time for shopping or they would prefer to avoid congestion altogether, noting the impacts of after school traffic and scarcity of parking.

Other comments (9)

A small number of Market visitors made comments which were not fully focused on early closure, such as not wanting to see the Market closed for an extended time during development, discussing the importance of the Market, stating preference for opening earlier, or offering free parking for under an hour to reflect shopping patterns. One SMM trader stated they use the late afternoon on Friday for cleaning and deliveries. One local business owner simply commented 'fewer customers around'.



MARKET OPENING ON AN ADDITIONAL DAY

Yes or no

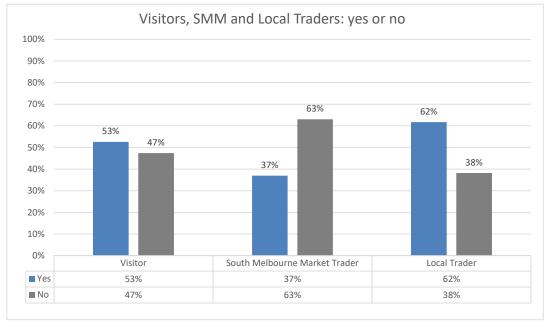
Question description

All respondents (SMM traders, local traders, and visitors) were asked if they would like to see the Market opened for additional days per week (the Market currently operates on Wednesday, Friday, Saturday, and Sunday).

Question text: Would you like to see the Market open on additional days?

There were no specific differences between male and female respondents or frequent shoppers regarding the Market operating for additional day/s or preference for what day this should be.

N= visitors (survey and pop-ups) 806, SMM traders = 46, local traders = 34



Findings

- > Visitors were slightly more in support (53%) than opposed (47%) to the Market opening for additional days.
- > Nearly two thirds of SMM traders opposed (63%) the Market opening on additional days.
- > Nearly two thirds of local traders supported (62%) the Market opening on additional days.



Which additional day should the Market open: Monday, Tuesday or Thursday

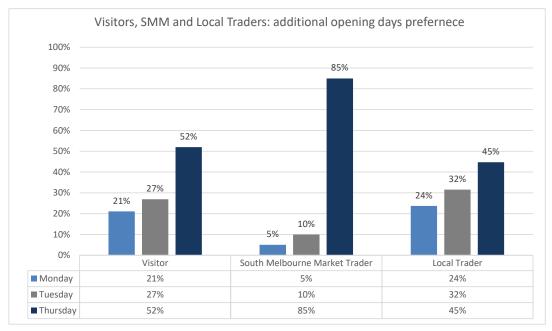
Question description

All respondents that identified that they would like to see additional Market days (SMM traders, local traders, and visitors) were asked which additional day/s, out of Monday, Tuesday, and Thursday, they would like to see the Market open. Respondents were able to select multiple options for this question.

Question text: Which additional days would you like to see the Market open?

Options were: Monday, Tuesday, and Thursday.

N= visitors (survey and pop ups) 627, SMM traders = 20, local traders = 38



Findings

- > Overall, Thursday (53%) was the most popular additional day for the Market to potentially open on.
- > SMM traders overwhelmingly preferred Thursday (85%) as an additional opening day. This was also supported by local traders (45%).
- > Around one quarter of visitors preferred Tuesday (27%), or Wednesday (21%).
- > Ten percent or fewer SMM traders preferred Tuesday (10%) or Wednesday (5%).
- > Around one third of local traders (32%) preferred Tuesday and one quarter preferred Monday (24%).



York Street

IMPORTANCE OF AMENITIES ON YORK STREET

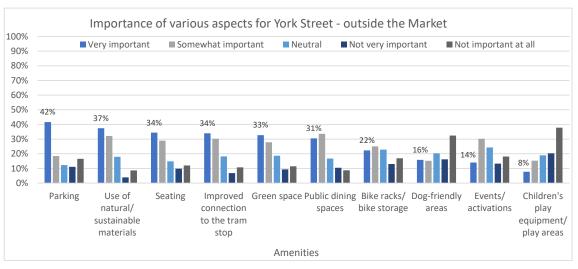
All respondents (SMM traders, local traders, and visitors) were asked to assess the importance of a range of amenities for York Street.

Question text: How important in the public space on York Street, outside of the Market, are the following?

Options were: seating; parking; public dining spaces; bike racks/bike storage; green space; children's play equipment/play areas; events/activation; use of natural/sustainable materials; and improved connection to the tram stop.

While there was a total of 859 respondents (plus respondents from pop-up and four extra submissions) for the survey, each option received between 844 and 853 responses.

N= 853



Findings:

- > Over 50% of respondents found the following aspects either very or somewhat important:
 - Use of natural materials: 70%
 - Seating: 64%
 - Public dining spaces: 64%
 - Parking: 61%
 - Improved connection to tram stop: 61%
 - Green space: 61%
- > The least supported aspects, assessed by close to 50% as *not important* were:
 - Children's play areas: 58%
 - Dog-friendly areas: 48%

70% of SMM traders rated parking as 'very important'.

The use of sustainable materials and improved connection to the tram stop were highly prioritised by local traders and SMM traders alike.

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- > The most important inclusion, which also provoked the least pushback, was for natural or sustainable materials to be used in any changes. This was closely followed by seating and spaces for dining.
- > The least popular aspects were children's play areas and dog-friendly areas. This is consistent with commentary on these topics, in which respondents (usually local residents) opposed the Market being developed as a 'destination' for activities other than Market shopping.



POTENTIAL RAMP MOVE TO YORK STREET

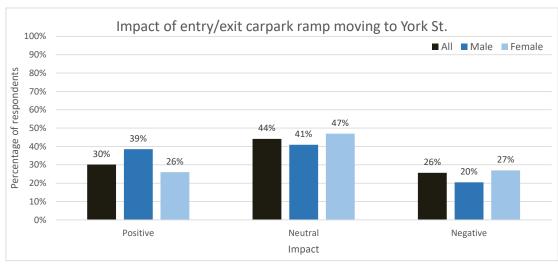
Assessment of vehicle ramp move

Question description

All respondents (SMM traders, local traders, and visitors) were asked to assess the impact on them of the vehicle entry/exit ramp to the Market's rooftop carpark being moved from Coventry Street to York Street.

Question text: If the vehicle entry/exit ramp to the Market's rooftop carpark was moved to York Street, what impact would this have on you?

N=845; (293 and 515 female)



Findings

- > The most common response from respondents was to assess the consequences to them of the entry/exit ramp being moved as neutral (44%).
- > Almost a third of respondents (30%) felt that moving the ramp to York Street would have a positive impact on them.
- > Around a quarter of respondents (26%) felt that there would be negative impacts from moving the entry/exit ramp to York Street.

Traders

61% of SMM traders assessed neutral impacts for the potential ramp move and were twice as likely to anticipate positive impacts over negative.

The perception of local traders was more divided, with fewer than half suggesting there would be a negative impact and 38% predicting a neutral impact. Local traders, however, were more than twice as likely to assess a negative impact than a positive one.

> Slightly more female (47%) respondents than males (41%) felt that the change would be neutral, whereas more males (39%) than females (26%) assessed the changes to be positive.



Discussion of the vehicle ramp move

Question description

Respondents were then asked to discuss the impact that moving the vehicle entry/exit ramp to York Street would have:

Question text: If you would like to tell us more about the impact this would have on you, tell us here.

Trader specific analysis

Positive (4 SMM traders, 3 local traders)

- Of the local traders that indicated a positive impact, all predicted improved pedestrian experience on Coventry Street, citing the importance of pedestrian safety and accessibility to local businesses.
- SMM traders that indicated a positive impact predominantly referenced traffic impacts and parking improvements, claiming the York Street ramp would allow for better traffic flow and use of space, and further proposing a lift or establishing both York and Coventry Street ramps.

Negative (3 SMM traders, 13 local traders)

- All but one of the local traders that indicated a negative impact predicted increased congestion on York Street and surrounding intersections, reducing access to the Market.
- The three SMM traders that indicated a negative impact expressed similar sentiments, and one respondent further proposed two ramps and more car parking.

Positive impact (4 SMM traders, 3 local traders, and 142 Market visitors)

Of the 30% of respondents that supported the moving of the carpark ramp to York Street, 142 Market visitors, four SMM traders and three local traders provided further comment.

Traffic and congestion (64)

A substantial number of comments expressed that a York Street ramp would improve traffic flow, primarily claiming that it would free up existing congestion and improve flow on Coventry Street by reducing vehicle traffic.

Coventry [St] is permanently [jammed] with traffic, moving the ramp could significantly improve access to the Market ~ male SMM trader.

About a third of these comments noted conflicts with foot traffic, mostly reported whilst using the existing ramp and stopping for pedestrians at the crossing. Avoidance of these conflicts on less pedestrianised York Street was associated with improved traffic.

There is a lot of foot traffic on Coventry Street and having the car park ramp creates traffic holdups entering and exiting the ramp and risks accidents with pedestrians ~ female Market visitor.

The roundabouts on Cecil Street (at Coventry Street and York Street) were specifically reported as slowing vehicle access and causing traffic 'bottlenecks'.



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Avoids all the roundabouts with pedestrian crossings on them. Nightmare for cars to get through ~ female Market visitor.

Additionally, five respondents voiced concerns that the relocation of the carpark ramp would increase traffic on York Street, creating congestion in the surrounding area (particularly Ferrars Street) and potential difficulties entering and exiting the street. One respondent argued that the potential partial closure of Cecil Street combined with the ramp relocation would be the genesis of a 'traffic nightmare.'

Three comments noted that the dead end on Coventry Street exacerbated traffic congestion in the area.

Safety and active transport (62)

A substantial number of comments expressed that the ramp relocation would be a positive improvement for the safety and experiences of active transport users, primarily citing decreased traffic and congestion in the area.

The ramp relocation was the most commonly discussed topic by male respondents who had provided further comment.

I usually approach the Market as a pedestrian along

Coventry Street. If the main flow of vehicle traffic was on a different street, I would feel much safer getting to and from the Market ~ female Market visitor.

A third of these respondents noted the conflict between vehicles and pedestrians using the space, reporting that vehicles are interrupted at the carpark ramp pedestrian crossing, while pedestrians are prevented from safely and easily navigating the area. Respondents bemoaned foot traffic bottlenecks created by this coagulation.

It is very difficult to navigate this area whether as a driver, pedestrian, rider or diner. As a driver it feels discourteous (and dangerous) to move through this space, and as a pedestrian, rider or diner it feels unsafe. Great that a serious alternative is being considered ~ female Market visitor.

General support was shown for separating foot traffic from vehicle traffic within this discussion. Coventry Street was represented as a pedestrian zone with more shops, hospitality businesses and connection to public transport, whereas York Street was cited as the preferable vehicle thoroughfare that less pedestrians use to access the Market.

Just makes more sense. Keep the cars and pedestrians away from each other. Most people access the Market from Coventry Street ~ female Market visitor.

Accessibility (24)

A moderate number of respondents agreed that the carpark ramp relocation would improve general accessibility to the Market. Of the moderate number of comments that specified why accessibility would improve, all noted that York Street had better connectivity than Coventry Street, reducing the amount of vehicle manoeuvres required to access and leave the carpark.

Better access. Multiple streets to access York St. At the moment there is only one street to access the roof top car park ~ female Market visitor.

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Additional Ideas (14)

Six comments provided suggestions to improve Coventry Street as a pedestrian space, through wider walkways, connection to Ferrars Street, removal of vehicle traffic altogether, and promotion of alternative transport options to access the Market. Three respondents expressed that Cecil Street shouldn't be closed.

Activate, open up public space (13)

Several respondents agreed that the move would activate and open up public space on Coventry Street, transforming it into a more inviting area. This would also enable better access to shops on Coventry Street, and provide opportunities for the street's use as a social hub and event space.

General improvement (10)

Several respondents made non-specific comments, noting that the move 'made sense' or would better suit them as they access the Market from that side.

Public transport (5)

A small number of respondents noted that relocating the ramp would reduce conflict between vehicles and public transport users who walk from the tram stop to the Market. There was general support shown for improved tram access to the Market.

Impact on locals (4)

A small number of respondents noted that the relocation would ease traffic and benefit locals around Coventry Street, emphasising access to Coventry Children's Centre.

Other comments (12)

Other comments included suggestions to add an additional ramp, discussion about Coventry Street closure from one side, traffic controllers, cost of development, parking charges, considerations of non-local shoppers, and access to the Coventry Children's Centre.

Negative impact (3 SMM traders, 13 local traders, and 158 Market visitors)

Of the 26% of respondents who opposed the moving of the carpark ramp to York Street, 158 Market visitors, three SMM traders and 13 local traders provided further comment.

Traffic and congestion (114)

Over 60% of the total negative impact comments suggested that the ramp relocation would cause general negative traffic impacts. The vast majority of these highlighted the potential impact on York Street, an already highly congested area. These effects would overflow onto nearby intersections and roads, such as Ferrars Street.

Impacts on York St traffic was the most commonly discussed theme for female respondents and frequent Market visitors who provided further comment.

There is SO much congestion on York Street, extending in both directions and under the bridge to Ferrars St. relocating the access ramp just makes the congestion far worse in the area. ~ female Market visitor

The final three comments predicted increased congestion on Coventry Street.

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Accessibility (40)

A considerable number of respondents claimed that the ramp relocation would reduce accessibility to the Market and nearby shops such as Woolworths and ALDI, and increase the amount of time spent in traffic enroute to other destinations.

A moderate number of comments discussed the proposed partial closure of Cecil Street, noting that the partial closure of Cecil Street combined with ramp relocation would worsen accessibility to the Market carpark.

Unnecessary (37)

A considerable number of respondents stated that the ramp relocation was unnecessary. Comments cited preference for its current location, the impacts of disruption, costs not justifying benefits, and the superficial relocation of congestion.

Alternative ideas (20)

Half of the alternative ideas proposed constructing both a York Street and Coventry Street ramp to distribute traffic congestion.

The other half of these comments proposed increased parking, street parking, better traffic management, installing green spaces, and moving the pedestrian crossings.

Flooding (16)

Concern was expressed by a moderate number of respondents about the impact of flooding onto nearby roads and the York Street underpass, which would have a larger impact on the increased volume of traffic directed to York Street.

Impact on locals, traders and business (9)

Respondents addressed the consequences of development on locals and traders, stating that these groups would be impacted by increased traffic congestion, monetary costs, disruption to business, and reduced accessibility to the carpark and local services.

Other (9)

Respondents discussed their transport to the Market and where they choose to park, proposals for public space, other road changes, traffic controllers, and decisions to shop elsewhere.



Coventry Street

IMPORTANCE OF AMENITIES ON COVENTRY STREET

Question description

All respondents (SMM traders, local traders, and visitors) were asked to assess the importance of a range of features for Coventry Street.

Question text: How important would the following possible features be to you in the public space on Coventry Street, outside of the Market?

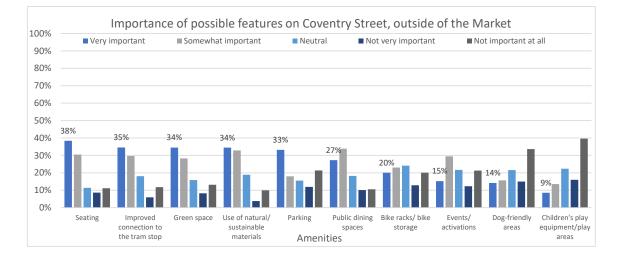
Options were: increased public seating, increased restaurant dining, increased bike racks and facilities, green space, children's play equipment/play areas, events, live music and/or activations, dog-friendly areas, use of natural/sustainable materials, or other (please specify)

N = 859 (While there was a total of 859 respondents for the survey, each option received between 827 and 840 responses.)

Overall, traders primarily valued parking and improved connection to the tram stop for Coventry Street.

More than half of the SMM traders rated parking as 'very important.'

Local traders cited parking, improved connection to the tram stop, and seating as their biggest priorities.



Findings:

- > Over 50% of respondents found the following aspects either very or somewhat important:
 - o Seating: 69%
 - o Use of natural/sustainable materials: 67%
 - o Improved connection to the tram stop: 64%
 - o Green space: 63%
 - o Public dining space: 61%
 - o Parking: 51%



- > The least supported aspects, with close to 50% who assessed aspects as *not important* were:
 - o Children's play areas: 56%
 - o Dog-friendly areas: 49%
- > The most popular inclusion, which also provoked the least opposition, was the use of natural or sustainable materials in any changes. This was closely followed by seating and improved connection to the tram stop.
- > The least popular aspects were children's play areas and dog-friendly areas; this is consistent with preference for amenities on other streets and commentary on these topics, where respondents (usually local residents) spoke against the Market being developed as a 'destination' for activities other than Market shopping.



Cecil Street

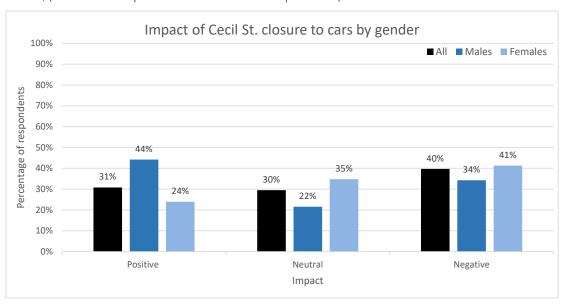
CECIL STREET CLOSURE: IMPACTS AND STREET USES

Question description

All respondents (SMM traders, local traders, and visitors) were asked to assess the impact a partial closure of Cecil Street would have:

Question text: If Cecil Street between Coventry and York Streets (northbound lane) was permanently closed to vehicle traffic, what impact would this have on you?

N=844, (518 female respondents and 292 male respondents)



Findings:

- > Overall, respondents most commonly (40%) assessed that the impact of the partial closure of Cecil Street would be negative.
- > Similar numbers anticipated either positive impacts (31%) or neutral impacts (30%).
- > Males (44%) were more likely to assess the impacts to be positive, compared to females (24%).
- 70% of the female respondents, 53% of male respondents and 64% of frequent shoppers who commented on this question indicated that a partial closure of Cecil Street would negatively impact them.
- > Females (41%) were more likely to assess the impacts to be negative, than males (34%).
- > More traders anticipated negative impacts (41%) than positive impacts (25%); this was the case for SMM and local traders alike. Half of the SMM traders (50%) assessed the impact as neutral.
- > SMM traders who provided further comment most commonly expressed a variety of negative impacts with no major theme displayed. Those who anticipated positive impacts commonly referenced benefits to traffic flow.

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DISCUSSION OF THE IMPACTS AND STREET USES

Question description

All respondents were then asked to discuss the impact that permanently closing Cecil Street to vehicle traffic between Coventry and York Streets (northbound lane) would have:

Question text: If you would like to tell us more about the impact this would have on you, tell us here.

Positive impacts (129 Market visitors, 6 SMM traders, 6 local traders)

Safety for people walking or cycling (57)

Over a third of all positive comments about the road closure concerned the perceived safety benefits to people walking and cycling to and around the Market. Market visitors discussed the closure "making more room for pedestrians," making the "walk to the Market much nicer," and suggested that "foot traffic would benefit" from the reduction in traffic.

This will be very beneficial as Coventry and York Streets currently scare us. We have a small child and crossing the road feels dangerous with vehicles sometimes not following road rules. There were several times when a car just zoomed in front of us. Drivers don't care about pedestrians ~ male Market visitor.

It would make it less dangerous when I cycle to the Market ~ female Market visitor.

Our family ride bikes or walk, never drive. So this would make access easier for me and my family ~ female Market visitor.

Visitors also alleged that the partial closure of Cecil Street would make their access to the Market easier, safer, much safer, better, and improved.

Traffic and congestion would reduce (36)

Freeing up traffic, reducing congestion, and promoting traffic flow were anticipated positive impacts noted by a considerable number of respondents.

The most commonly expressed sentiments are shown below. Each is from a Market visitor:

Reducing traffic congestion was the most commonly discussed impact by SMM traders who provided further comment (with five traders making this statement).

Hopefully reduce traffic congestion along Cecil St, south of the Markets ~ male.

There is way too much vehicle congestion, reducing access would be beneficial ~ male.

This is a much needed measure, the congestion in Cecil Street on Market days makes navigating the area a horrible experience ~ female.

Would allow area to be opened up, or activated (33)

Almost all of the comments on this topic were from Market visitors (as opposed to just three traders).

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Respondents expressed that the partial closure of Cecil Street would enable more space for mostly unspecified uses. People talked about spaces that are "human scale," and about creating more "open space," "useable space" and space for "something more community focussed."

Opening the space to people is such a great idea! ~ male Market visitor.

Space or ambience for dining or eating (20)

Again, it was mostly Market visitors who supported the partial closure of Cecil Street on the basis that it might make outdoor or local dining more pleasant or more prevalent. The proposed change was predicted to enhance the experience of those patronising the "food eateries," creating more dining space and a "more relaxed dining" environment.

This would make the outdoor seating and restaurants so much more enjoyable, without all the noise and pollution from motor vehicle traffic. I would be more inclined to stay for a meal and support these businesses! ~ female Market visitor.

General agreement or to 'make it better' (7)

A small number of respondents noted that the proposed measure would generally improve the area. These were all Market visitors, and all but one male. One person stated that it would engender a "more cosy Market vibe," and another stated that it would "increase the quality" of the area.

Necessary as patronage to the Market increases ~ male Market visitor.

Accessibility and connectivity (6)

A small number of respondents anticipated that a partial closure of Cecil Street would allow for easier access to/from Clarendon Street and for those travelling across Melbourne (with the proviso that sufficient parking is also provided elsewhere), particularly in the case of those with accessibility issues.

Other comments about positive impacts (6)

A few respondents appear to have selected the incorrect response for the previous question, and their comments revealed that they did not anticipate positive benefits to a partial closure of Cecil Street. These comments alleged that it would "impact traffic unduly," that it would "cause chaos in the area," and that it would be "harder to pick up people."

A few comments addressed the idea of only closing the street on special, limited occasions, and a few noted that they don't use the road, so it is of no interest to them.

Neutral impacts (nil comments)

Twenty-nine percent (29%) of respondents stated that the impact on them of the Cecil Street closure would be neutral; none of those wished to further explain that response.



Negative impacts (238 Market visitors, 10 SMM traders, 17 local traders, 1 email submission)

Will increase congestion, make travel difficult (101)

The most commonly assessed negative impact of partially closing Cecil Street was the exacerbation of traffic problems.

The impact of road closure was variously described as awful, disastrous, and liable to cause congestion and chaos. Its status as a thoroughfare was noted several times, as was the claim that accessibility to local amenities may be hampered.

The Cecil Street closure causing increased congestion was the most commonly discussed theme for both males and females, as well as frequent shoppers who provided further comment.

Would make it very difficult for me access the two major supermarkets, post office and Dan Murphy, all of which I frequent multiple times a week ~ female Market visitor.

The congestion is awful already- how is closing Cecil Street going to improve traffic flow would be disastrous ~ female Market visitor.

This would cause significant increase in traffic through other streets. Travelling on York

Street is already a nightmare and getting through the traffic lights under the bridge

takes forever ~ female Market visitor.

Why close this street? Council has already reduced the flow on this street which has caused traffic flow problems. We need this street as a through road ~ gender not stated, Market visitor.

Will displace traffic to nearby streets (54)

A substantial number of respondents predicted an increase in traffic issues on nearby streets, emphatically expressing that the resulting bottlenecks and traffic jams would inhibit vehicle movement and accessibility in the area.

The increase in traffic issues was the most commonly anticipated issue raised by local traders who offered further comment.

As a local resident and regular driver in the streets in and around the Market, when there have been road closures due extended periods in the past, traffic congestion has been worse than usual and also causes more congestion in surrounding streets and spreads congestion to streets further away such as Clarendon St. ~ female Market visitor

Several comments further illustrated that surrounding streets were struggling to cope with existing volumes of traffic and alleged that access and traffic were 'already' difficult to manage.

You have to be kidding, York Street is already so incredibly congested, this is not the answer. ~ female local trader

Locals will be disproportionately impacted (51)

Locals were identified by a substantial number of respondents as bearing the brunt of negative impacts from the Cecil Street closure. Traffic, congestion, and accessibility were the main themes



discussed. Respondents identified Cecil Street an important local thoroughfare and noted that their daily commute and local shopping patterns would be further restricted by the partial closure.

It makes it really difficult to get around when you lived in this area. You need to think about residents as well as the Market. The trial was awful and caused much more congestion ~ gender not stated, Market visitor

I live locally and use that section of Cecil St on an almost daily basis ~ female Market visitor

Alternative ideas (30)

A considerable number of respondents proposed alternative ideas to the proposed Cecil Street closure. Several respondents discussed improvements related to the pedestrian crossings on Cecil Street, particularly at the roundabouts. Installing lights or relocating the crossings to these locations were frequent suggestions. The next most common alternative was either partial or full closure of Coventry Street to cars. Respondents clarified that the existing closure at the end of Coventry Street and the relocation of the car park ramp would facilitate this with less negative impact than closures on Cecil Street. Other suggestions for roading design, car parking and acquiring nearby land were offered as alternatives.

Against permanent closure (22)

A moderate number of respondents proposed the temporary closure of Cecil Street on Market days, alluding to the discrepancy between limited Market operating times during the week and the impact permanent closure would have for traffic during non-Market hours. Several respondents reported that the road is often used while the Market isn't operating, especially by locals. A small number of respondents stated that they already avoid the street when the Market is open.

Parking will become difficult (21)

A moderate number of comments predicted a general reduction in access to parking. Respondents specified that they use Cecil Street to access existing parking for the Market, such as the rooftop carpark, or use superMarket parking when Market parking is unavailable.

It will be harder to access local shops (20)

A moderate number of respondents suggested partial closure of Cecil Street would impact access to local shops and services. Supermarkets such as Woolworths and ALDI were most frequently referenced.



CECIL STREET AMENITIES

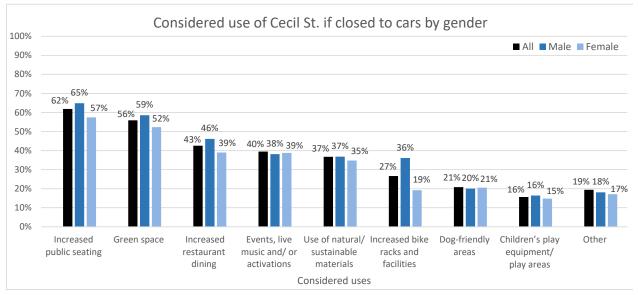
Question description

All respondents (SMM traders, local traders, and visitors) were also asked about what they would like to see for Cecil Street if its northbound lane, between Coventry and York Streets, were closed to traffic:

Question text: If Cecil Street between Coventry and York Streets (northbound lane) was permanently closed to vehicle traffic, which would you like to see?

Options were: increased public seating; increased restaurant dining; increased bike racks and facilities; green space; children's play equipment/play areas; events, live music and/or activations; dog-friendly areas; use of natural/sustainable materials; and, other (please specify)

N= 863 total (299 male respondents, 526 female respondents)



Findings

- If Cecil Street was to be closed to northbound traffic, Increased public seating was the most popular amenity proposed – 62% of all respondents selected it.
- > Just over half of the respondents (56%) stated that they would like to see green space.
- Similar proportions of respondents supported increased restaurant dining and events or activations, with 43% and 40% respectively endorsing these proposals.
- > Just over a third of respondents (37%) stated that they would like to see the use of natural or sustainable materials.

Traders

Over half of SMM traders chose seating and events as their biggest priorities for the street.

Slightly less than half of the local traders chose seating and green space as their biggest priorities for the street. The use of sustainable and natural materials and children's play areas were the least supported proposals by both SMM and local traders for the street.



- > The least popular amenity selected was children's play equipment/areas, which only garnered the support of 16% of respondents.
- > Dog-friendly areas were also among the least supported inclusions, and were only prioritized by 21% of respondents.
- > Overall, males were more likely to select options than females.
- > A total of 19% of respondents selected 'other'; written responses included (number of comments in brackets):
 - o Requests that Cecil Street not be closed (105) 12% of all respondents
 - o Statements objecting to a redesign of SMM into a 'destination' (10)
 - o More parking spaces (10)
 - o Greater ease of walking about inside the Market (8)
 - o More shaded areas (8)
 - o Requests that Cecil Street only be closed for specific events (8)
 - o Additional shops or vendors (7)
 - Objections to the way in which the question was asked (with suggestions that the question is leading, or that the outcome is predetermined) (6)
 - o Better access to Market (for pedestrians, those with accessibility issues, or by bus) (6)
 - o No dog spaces (6)
- > Unprompted by the question, 12% of all respondents stated in 'other' that they did not want to see Cecil Street partially closed. Most comments were emphatic, such as "don't do it," "it shouldn't be closed," and "totally against its closure." Some explained that the area should not be developed to attract more people, as there are already high visitor numbers.



Back of House Improvements

Question description

South Melbourne Market traders were asked what other improvements they would like to see to the back-of-house areas, with improved waste-streaming facilities, improved storage and trader-only toilets already being considered:

Question text: We are considering improvements to the back-of-house areas, including improved waste streaming facilities, improved storage, and trader-only toilets. Are there any other improvements you'd like us to consider?

Findings (23 SMM traders):

- Trader-only toilets was an idea put forward by seven respondents. Further improvements to the women's toilets were proposed by two traders.
- Five traders were in favour of improvements to the staff kitchen amenities and the establishment of a break room.
- Four traders provided comments relating to cleaning, proposing cleaning for the waste disposal, and loading bay, more bins, and difficulties using the bottle crushing machine.
- Three traders wanted to see better parking for traders, permits were proposed by one trader.
- Three traders wanted more storage and space for stock.
- One trader proposed brighter lighting.
- One trader supported the considered improvements.
- Two traders provided non-relevant comments, one answering 'no' to the question and another expressed frustration with COPP staff and use of resources.



Attachment 1:

Advisory Groups and Pop-up Comments

The summaries below are of discussions held with various groups.

Clarendon & Coventry Business Association

Parking

- A shortage of parking and accessibility in the precinct was identified as the biggest problem
 for both local workers and customers. Market workers parking on the surrounding streets on
 days the Market is running causes flow-on effects to the overall parking situation within the
 precinct.
- The introduction of a multilevel parking building could solve the parking issues, though this was seen as a wider Council concern.
- Free parking was suggested as a method to encourage Market visitors to interact and shop in the wider precinct, even if the Market was closed.
- The placement of free/longer/cheap parking could be strategically implemented to encourage Market visitors to walk through the Clarendon and Coventry Street precincts, while easing congestion around the Market.
- Parking on the side of York Street was proposed, though would be dependent on council funding.
- Carpark closure during the ramp relocation was perceived to have widespread impacts on the precinct, due to the lack of parking. Further, the Coles development was noted to potentially place York Street at a standstill during that time. A place for trade workers to park during development was proposed, though the lack of success of previous council attempts to do this was noted.

Pedestrian management

- Proposed changes to parking to encourage more pedestrian traffic through the precinct and into the Market would further strain current concerns around pedestrian management, which was reported as ineffective, particularly on days the Market was open.
- Way finding signage; pedestrian lights and crossings during Market trading hours (diagonally through Cecil and Coventry Streets roundabout); and additional pedestrian crossings through roundabouts (like Flinders Street/Elizabeth St intersection) were all proposed pedestrian management improvements.
- Increased foot traffic was perceived as a benefit to businesses in the precinct.

Trading Hours

- Opening the Market on additional days was not well received. It was felt that opening on a few days per week made the Market 'premium', 'exclusive' and 'special'.
- Rather than increasing days the Market was open, it was proposed Friday could be replaced with another day, as Fridays were quiet, and described as 'dead'.
- It was noted that the current public awareness of the opening times meant people planned ahead.
- While local retailers were reported to be busier on Market days as more customers are brought into the precinct, it was noted opening the Market for an additional day could instead detract from local businesses and services, due to clients preferring to visit on non-Market days due to better accessibility.



- Additional opening days could adversely affect the traders, incurring more running costs but not making more, as concerns were raised that additional opening days would do little to increase total numbers, but rather disperse them across the week.
- Extending Market hours during weekends was offered as a way to ease customer congestion.

Suggested connections to the wider precinct

- Two important aspects for the business association were the Market's integration with the wider precinct, its effect on the wider precinct. Emphasis was placed on integrating and complementing local business, without detracting or competing with the Market.
- Parking and pedestrian management changes proposed above could encourage more
 pedestrian thoroughfare through the precinct, highlighting what the precinct had to offer,
 and benefitting other local businesses.
- Public seating; open space available for events during Market time; connections to Emerald Hill/Square integrating activations; and way finding signage were all proposed to extend the Market into the precinct.
- Night Markets with local business integration and rotating locations were additionally
 proposed, with opportunities for existing Market traders to have stalls. A concept for a
 piazza/event space outside the Town Hall creating a hub for music, media and creatives –
 had been presented to the council, and could be a long term goal considered in the SM
 Structure Plan.

General suggestions

- CCBA were opposed to consultants. They expressed that the Market team, traders, and local council better understands what works in the local context, with concerns around wasting money on consultants that could be spent on 'actual work'.
- General support was shown for alignment with the South Melbourne Structure Plan.
- A community space or incubator hub within the Market was proposed, along with a test kitchen or pop-up for emerging food and beverage operators.
- Other suggestions included looking at what has been done elsewhere and a map in front of the town hall highlighting local events.

SMM trader workshop

- This group expressed concerns with staffing and cost of operation with an additional Market day, as well as noted that this wouldn't necessarily translate to increased foot traffic, but would increase overall spending.
- Support was expressed for extended trading hours on Wednesday, to enable after-work shopping.
- The group was uncertain about when deliveries would happen should the Market trade on Thursdays, although it was suggested that spreading deliveries over the week would improve loading bay functionality.
- There was general support for a car park ramp relocating to York Street, however they proposed that Coventry Street should be closed rather than Cecil Street.
- Clear communication and understanding what is achievable within the budget was noted as important for SMM traders.

Clobal Research
Turning Information Into Insight

• Flow on benefits of the Market for nearby businesses was acknowledged.

LGBTQIA+ Advisory Committee

This group showed general support for congestion relief developments such as the Cecil Street closure, carpark ramp relocation, and an additional Market trading day. They agreed that these measures are a step forward in making the area more accessible to the community. They provided the following further suggestions to improve the South Melbourne Market's accessibility and inclusivity.

- Inclusion of all-gendered, self-contained toilets, disability friendly beyond DDA compliance, which are appropriate for the number of patrons.
 Promotion of accessible/inclusive bathrooms was noted as a potential Marketing tool to 'change perceptions on accessibility'.
- Traffic and congestion reduce accessibility therefore cycling should be encouraged, and additional bike racks installed to support this.
- Quiet multipurpose space for parents, breastfeeding, prayer, with priority access framework, with a counter to track usage.
- More places to rest and eat outdoors, crowded space often limits access to these, particularly for older and disabled people.
- More accessible areas for dogs, other pets, and families

Accessibility feedback from a separate community member:

Would it be possible when planning toilets for the disabled to consider the following points: Have push button sliding doors or if this isn't possible, which it should be, not have such heavy hinged doors. Have you ever tried to juggle a wheelie walker, held with one hand, and tried to push an extremely heavy door open with the other hand? That in itself is a massive falls risk. It's not easy and considering ordinary toilet doors are of a normal weight I cannot work out why disabled toilet doors are so heavy. Also, more disabled parking spaces would be helpful.

- Signage for all Market users, including those with low vision, and audio described maps or Bindi maps for those with vision impairment.
- Consideration for factors outside of infrastructure, such as education for traders on inclusive
 practices; work with the Diversity, Equity, and Inclusion Team; use of the LGBTQIA+ Action Plan
 for strategic direction; and gender and ally training for traders to include gender diversity to
 avoid misgendering of customers and other staff.
- Other suggestions included better lighting to support accessibility needs and dog minder spaces.

Pop-up Comments

- Accessible seating was the most commonly referenced public space improvement, proposed for all streets as well as the Market, including wheelchair accessibility. Seats on the Market edge were reported to be too low.
- Better thoroughfare for prams and consideration for mobility scooters and wheelchairs for lifts, and their turning circles when leaving the lift, were requested.
- Aisle crowding by stallholders, and general busyness of the Market were raised as concerns.
- Specified pedestrian improvements were requested, such as using pedestrian lights instead of
 crosswalks; traffic lights instead of roundabouts; and 'pedestrianising' Coventry Street rather
 than York Street. One suggestion proposed productive fruit street trees on the surrounding
 streets, and another, food pup-ups on York Street to trial new food vendors.



- Increased parking, free parking for short periods, and disability parking was requested by a small number of respondents, while one respondent requested no parking. Trader parking permits were proposed.
- Market opening at 7am on all open days; Market open Tuesday, Thursday, Saturday, and Sunday; and no extra opening days were all suggested.
- Cecil Street closure was supported in one comment and rejected by two, while one comment maintained that the bike lane should remain. Removal of the restaurant canopy was requested.
- Other suggestions included indoor play equipment for children; air conditioning indoors; less
 events and dining in favour of groceries; concerns around traders competing with
 supermarkets; opposition to dogs and playgrounds; concerns about short-lived shops; concerns
 about the lack of trader lease, notice periods and space customizability; a more welcoming
 environment from the tram stop entrance; better sun and wind protection; signage on York
 Street; closing the Cecil and Coventry Market side, expanding into a piazza; and a space for
 traders to promote their business.

Comment from community member

• I am totally opposed to any closure of this important thoroughfare. Each year it has been closed for a so-called street food function, it creates a traffic hazard for people trying to get past the Market to get to ALDI, Woolworths etc. Please do not close this part of Cecil Street in any way; leave it as a two-way thoroughfare. I will organise a petition against the closure if it is proposed.



Next steps

Thank you to everyone who provided their feedback on the South Melbourne Market Upgrade project. Your feedback is important and will help to inform Council's decision-making about the Market.

The findings from the community engagement in this report will be shared with the project team and the City of Port Phillip community, and a copy of this report will be shared on the Have Your Say project page.

The next steps for this project are:

- Recommendations on trading hours will be informed by the findings in this report and will be reported to a Council Meeting in May 2024.
- A draft Concept Design will be developed in May August 2024 which will be informed by community and trader feedback.
- A second round of feedback will be sought from the community and traders on this draft Concept Plan in late 2024/early 2025. This feedback will help to inform the final design.



Appendices

Appendix 1: Preference for current trading hours, additional demographics

ALL RESPONDENTS

	Wednesday		Friday		Saturday		Sunday		
	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Total
Нарру	626	74%	545	65%	515	60%	567	67%	2253
Close later	141	17%	189	23%	17	2%	164	19%	511
Open earlier	33	4%	49	6%	5	1%	44	5%	131
Open earlier and close later	41	5%	56	7%	11	1%	67	8%	175
Total	841		839		855		842		

MALE RESPONDENTS

	Wednesday		Friday		Saturday		Sunday		
	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Total
Нарру	209	72%	175	60%	170	57%	183	62%	737
Close later	47	16%	74	25%	68	23%	60	20%	249
Open earlier	12	4%	18	6%	20	7%	19	6%	69
Open earlier and close later	21	7%	25	9%	38	13%	31	11%	115
Total	289		292		296		293		

FEMALE RESPONDENTS

	Wednesday		Friday		Saturday		Sunday		
	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Total
Нарру	389	75%	346	68%	318	61%	357	70%	1410
Close later	87	17%	107	21%	123	24%	99	19%	416
Open earlier	20	4%	28	5%	31	6%	23	4%	102
Open earlier and close later	20	4%	29	6%	50	10%	34	7%	133
Total	516		510		522		513		

Attachment 1:

SOUTH MELBOURNE MARKET TRADERS

	Wednesday		Friday		Saturday		Sunday		
	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Total
Нарру	41	91%	35	88%	36	78%	39	85%	151
Close later	3	7%	2	5%	9	20%	7	15%	21
Open earlier	0	0%	2	5%	1	2%	0	0%	3
Open earlier and close later	1	2%	1	3%	0	0%	0	0%	2
Total	45		40		46		46		

LOCAL TRADERS

	Wednesday		Friday		Saturday		Sunday		
	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Total
Нарру	20	61%	20	59%	16	47%	16	47%	72
Close later	5	15%	5	15%	6	18%	9	26%	25
Open earlier	0	0%	0	0%	2	6%	3	9%	5
Open earlier and close later	8	24%	9	26%	10	29%	6	18%	33
Total	33		34		34		34		

FREQUENT MARKET VISITORS

	Wednesday		Friday		Saturday		Sunday		
	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Total
Нарру	367	76%	327	67%	304	61%	333	68%	1331
Close later	80	16%	108	22%	106	21%	87	18%	381
Open earlier	17	3%	26	5%	32	6%	25	5%	100
Open earlier and close later	22	5%	29	6%	53	11%	43	9%	147
Total	486		490		495		488		

INFREQUENT MARKET VISITORS

	Wednesday		Friday		Saturday		Sunday		
	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Total
Нарру	154	73%	125	59%	120	56%	138	65%	537
Close later	43	20%	59	28%	57	27%	47	22%	206
Open earlier	9	4%	16	8%	17	8%	14	7%	56
Open earlier and close later	6	3%	11	5%	20	9%	12	6%	49
Total	212		211		214		211		

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Appendix 2: Online survey questions

How important in the public space on York Street, outside of the Market -

- Seating
- Parking
- Public dining spaces
- Bike racks, storage
- Green space
- Children's play equipment, play areas
- Events/attractions
- Dog-friendly areas
- Use of natural/sustainable materials
- Improved connection to the tram stop

If Cecil Street between Coventry and York Streets (northbound lane) was permanently closed to vehicle traffic, what impact would this have on you – $\,$

- Positive impact
- Negative impact
- Neutral impact (neither positive nor negative)

If you would like to tell us more about the impact this would have on you, tell us here.

If Cecil Street between Coventry and York Streets (northbound lane) was permanently closed to vehicle traffic, which would you like to see –

- Increased public seating
- Increased restaurant dining
- Increased bike racks and facilities
- Green space
- Children's play equipment/play areas
- Events, live music and/or activations
- Dog-friendly areas
- Use of natural/sustainable materials
- Other (please specify)

If the vehicle entry/exit ramp to the Market's rooftop carpark was moved to York Street, what impact would this have on you –

- Positive impact
- Negative impact
- Neutral impact (neither positive nor negative)

If you would like to tell us more about the impact this would have on you, tell us here.

How important would the following possible features be to you in the public space on Coventry Street, outside of the Market –

- Increased public seating
- Increased restaurant dining
- Increased bike racks and facilities
- Green space
- Children's play equipment/play areas
- Events, live music and/or activations
- Dog-friendly areas
- Use of natural/sustainable materials
- Other (please specify)



Are you a business owner/trader in South Melbourne -

- Yes
- No

Which of these describes you -

- South Melbourne Market trader
- Local business owner/trader (outside of South Melbourne Market)

If the Market opened earlier, what kind of impact, if any, would this have on you -

- Positive impact
- Negative impact
- Neutral impact (neither positive nor negative)

If you would like to tell us more about the impact this would have on you, tell us here.

Would this impact on you differ from weekday to weekend -

- Same impact
- Different impact (if different impact, please specify)

If the Market closed later, what kind of impact, if any, would this have on you -

- Positive impact
- Negative impact
- Neutral impact (neither positive nor negative

If you would like to tell us more about the impact this would have on you, tell us here.

Would this impact on you differ from weekday to weekend (Closed later, or change in times) –

- Same impact
- Different impact (if different impact, please specify)

Have you visited the South Melbourne Market in the past 12 months -

- Yes
- No

How often do you usually visit the South Melbourne Market -

- More than once a week
- Weekly
- Fortnightly
- Monthly
- Every few months
- 1-2 times a year

Can you tell us more about why you haven't visited the Market in the past 12 months -

- Can't get there during opening hours
- The Market is too busy
- The Market does not offer what I am looking for
- It's not physically accessible enough for me
- Other (please specify)

Using the grid below (not shown), show us your preference for the Market trading hours for each day – $\,$

- Wednesday
- Friday
- Saturday
- Sunday



If the Market closed earlier on Friday (4pm instead of 5pm), what kind of impact, if any, would this have on you –

- Positive impact
- Negative impact
- Neutral impact (neither positive nor negative)

If you would like to tell us more about the impact this would have on you, tell us here.

Would you like to see the Market open on additional days -

- Yes
- No

Which additional day/s would you like to see the Market open -

- Monday
- Tuesday
- Thursday

We are considering improvements to the back-of-house areas, including improved waste streaming facilities, improved storage and trader-only toilets. Are there any other improvements you'd like us to consider? Please specify.

Age group -

- 15 to 17
- 18 to 24
- 25 to 34
- 35 to 49
- 50 to 59
- 60 to 69
- 70 to 8485 and over
- Prefer not to say

Gender -

- Female (woman or girl)
- Male (man or boy)
- Non-binary
- Prefer not to say
- I use a different term (please specify)

Suburb -

- Albert Park
- Balaclava
- Elwood
- Melbourne
- Middle Park
- Port Melbourne
- Ripponlea
- South Melbourne
- Southbank
- St Kilda
- St Kilda East
- St Kilda West
- Windsor



- Prefer not to say
- Other (please specify)

Do you identify with any of the statements –

- I am from an Aboriginal and/or Torres Strait Islander background
- I speak a language other than English at home
- I am a person with disability
- I identify as LGBTIQA+
- I consider myself financially disadvantaged
- None of these apply to me
- I'd prefer not to say
- Other (please specify)

Provided feedback on any other City of Port Phillip projects in the past 12 months -

- Yes
- No
- Unsure





13.	WEL	L GOVERNED PORT PHILLIP
	13.1	Financial Update 2023-24: Third Quarter315
	13.2	Appointment of Cr Crawford as Council's delegate to MAV external committee

13.3 Councillor Expenses Monthly Reporting - April 2024......Error! Bookmark not defined.



13.1 FINANCIAL UPDATE 2023-24: THIRD QUARTER

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 third quarter 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 with a cumulative surplus of \$0.87 million for 2023/24. The 2023/24 cash surplus forecast was revised as part of the development of the draft Budget 2024/25 to \$0.24 million on 17 April 2024.
- 2.2 Following the third quarter financial review the 2023/24 cumulative cash surplus was further reduced from \$0.24 million to \$0.15 million (see Attachment 1).
- 2.3 The third quarter has posed several financial challenges for Council reflective of broader economic conditions including persistent high inflations and a competitive recruitment market. Key updates for the third quarter include:
 - 2.3.1 A general decline in major building activity across the municipality with a decline in permit and street occupation income. This is coupled with a decline in developer open space contributions due to the increase in build to rent developments in the municipality.
 - 2.3.2 Rising costs associated with delivering Council's core services including significant cost escalations through delivering major projects including cost escalations for the St Vincent Gardens Playground upgrade.
 - 2.3.3 Delivering services in hard to recruit industries such a Council's long day care centres, resulting in lower availability of services. Noting also that there has also been a change in service utilisation and demand types with overall declining birthrates and dropping attendance momentum in part associated with a prevalence of work from home.
 - 2.3.4 Declining volumes of parking infringements being issued largely due to impacts in recruiting and retaining parking infringement officers. Noting that this has been partially offset by a reduction in employee costs and an improvement in collections by Fines Victoria for historical lodged infringements.
- 2.4 Despite these challenges, Council continues its drive for identifying additional savings and ongoing efficiency savings.
 - 2.4.1 Efficiencies occur where Council can deliver the same services for less, generate new revenue opportunities or through portfolio investments that generate positive returns.



- 2.4.2 As at the end of the third quarter 2023/24, ongoing efficiency savings of \$1.5 million were achieved as Council works towards its target for Budget 2024/25 of \$1.8 million.
- 2.4.3 Key savings include lower water and electricity utilisation, favourable tender outcomes, delivery of programs and projects below budget including summer management and various operating projects and broad review for organisational savings.
- 2.5 Regardless of 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 impact our Council's financial sustainability including transfer of responsibilities from State Government, persistent inflation and State and Federal Government reforms continue to challenge the way that Council delivers services including planning, aged care, and short stay accommodation (see section 6).
- 2.6 The Project Portfolio has reduced by net \$16.1 million to a 2023/24 forecast of \$60.5 million from budget 2023/24 of \$76.6 million.
 - 2.6.1 Project portfolio delivery (specifically for capital projects) remains a key risk for Council due to persistent inflation particularly impacting construction costs through tender outcomes, contractor and project manager availability due to State Government projects creating a significantly completive market environment.
 - 2.6.2 As part of the third quarter budget review, a budget request for additional funding for the St Vincent Gardens Playground upgrade has been included for Council consideration (see attachment 2).
 - 2.6.3 While project deferrals and significant movements are published monthly in the CEO Report, those identified in April as part of the third quarter review have been listed in attachment 3.

3. RECOMMENDATION

That Council:

- 3.1 Notes that full year cumulative cash surplus before the third quarter budget requests is \$0.15 million which is \$0.72 million unfavourable compared to budget of \$0.87 million.
- 3.2 Notes attachment 1 Financial Statements with accompanying explanatory notes.
- 3.3 Notes the updated cost plan for St Vincent's Garden Playground Upgrade is higher than initial estimates of \$1.2 million due to an increase in project costs, feedback from community engagement and greater design detail through design phase (see detail in attachment 2).
- 3.4 Approves additional funding through project budget re-prioritisation in 2023/24 and 2024/25 with no net impact to the cumulative cash surplus including:
 - 3.4.1 \$0.54 million for St Vincent's Garden Playground Upgrade to proceed with cost escalations associated with the original project scope. The funding of this requires re-prioritisation of project budgets including Sol Green Reserve Upgrade.
- 3.5 Notes attachment 3 Portfolio Deferrals and Achievements.



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. In addition to this, a detailed quarterly update is presented to Council for the first, second and third quarters, followed by the annual report at year end.
- 4.2 The results for the third quarter financial 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 third quarter financial review to \$0.15 million, which is \$0.72 million unfavourable compared to budget of \$0.87 million (Attachment 1).
- 4.5 Council's forecast operating surplus has also decreased by \$4.7 million from \$10.4 million to \$5.69 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 (\$3.7) 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 \$0.2m additional income through the Container Deposit Scheme (material recovery facilities sharing scheme). Funds ringfenced in the waste charge reserve.
- 4.6.5 (\$0.35m) reduction in street occupations and planning permits, primarily attributed to increased cost pressures and rising interest rates reducing building activity in the municipality.
- 4.6.6 (\$0.7m) reduction in parking infringement income due to lower volumes of infringement issued over the summer period. This is due to challenges in recruiting parking infringement officers. This has been offset by a reduction in employee costs and an improvement in recovery of doubtful debts.
- 4.6.7 (\$1.0m) reduction in long day care income as the utilisation of the service has declined in early 2024 coupled with rising costs of delivering service /



recruitment challenges. Utilisation has been impacted by overall declining birthrates and dropping attendance momentum in part associated with a prevalence of work from home (reducing some need for childcare) coupled with challenges in recruiting staff. This has been partially offset by a reduction in employee costs.

- 4.6.8 Grant income has also been reduced due to 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.
- 4.6.9 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 sustainable fund open space assets.

4.7 Net expenditure increase of (\$1.0) million mainly due to:

- 4.7.1 \$0.92 million ongoing efficiency savings archived including utilities through lighting upgrades, tender outcomes and project portfolio delivery and other one-off savings including lower water utilisation for watering due to summer weather and less re-active works required for summer management.
- 4.7.2 \$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 funds the fleet renewal program (purchasing vehicles as opposed to leasing).
- 4.7.3 \$0.71 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.
- 4.7.4 \$0.70 million improvement in parking infringement doubtful debt recoveries due to greater collection rates from Fine Victoria and reduction in parking infringement officer employee costs.
- 4.7.5 \$0.3m reduction in long day care employee costs due to lower service utilisation. This partially offsets the loss of income experienced by the service.
- 4.7.6 (\$0.48) million additional approved expenditure including \$0.11m 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 and \$0.12m for the feasibility work at the Fishermen's Bend Gymnastic Club and the \$0.25m reinstatement of budget for parking ticket machine maintenance contract due to efficiencies not able to be achieved through procurement of new contract.
- 4.7.7 (\$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.



- 4.7.8 (\$0.63) million increases 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).
- 4.7.9 (\$0.53) million 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.

4.8 Net capital reduction of \$13.98 million mainly due to:

- 4.8.1 \$19.1 million capital expenditure deferrals to 2024/25 and future years.
- 4.8.2 (\$1.2) million of expenditure deferred and funded from prior year (updated after final budget adoption).
- 4.8.3 \$1.4 million land purchase under the Public Space Strategy land acquisitions settled in 2022/23 ahead of budget in 2023/24.
- 4.8.4 (\$3.9) million additional for deposit for land purchases under the Public Space Strategy land acquisitions.
- 4.8.5 (\$1.5) million other minor movements including additional projects, cost escalations and minor project savings.
- 4.8.6 See capital works statement for detailed breakdown (Attachment 1).
- 4.9 The forecasted drawdown on council reserves has decreased by \$9.9 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 %	2.2%	4.0%	(1.8%)	Low
Adjusted Underlying Result %	(0.1%)	0.5%	(0.6%)	High
Working Capital %	339%	351%	(12%)	Low
Internal Financing %	112%	77%	35%	Low
Indebtedness %	1.3%	1.3%	0.0%	Low
Capital Replacement %	187%	267%	(80.0%)	Low
Infrastructure Renewal Gap %	148%	199%	(54.0%)	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 (1.8%) to a forecast of 2.2% for 2023/24 maintaining a low-risk rating. This is caused by a decrease in operating surplus for the same reasons as the reduction in Councils cumulative cash surplus and also due to the reduction in open space contributions (funds ringfenced 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 third quarter financial 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 3339% 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 112% 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 from budget to 187% (maintains a low-risk rating) caused by a reduction in capital expenditure (predominately due to 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 148% (maintains a low-risk rating) caused by a reduction in capital expenditure (predominately due to capital expenditure delayed to future years, with funds held in reserves).

Project Portfolio Update

- 4.20 The Project Portfolio has reduced by net \$16.1 million to a 2023/24 forecast of \$60.5 million. Portfolio deferrals and significant movements are published monthly in the CEO Report. While project deferrals and significant movements are published monthly in the CEO Report, those identified in April as part of the third quarter review have been listed in attachment 3.
- 4.21 The portfolio status is tracking below the to the 12-month average with 61% of projects reported On Track, 26% At-Risk and 13% 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.

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 third quarter financial review for Council consideration (see attachment 2).

4.24.1 St Vincent's Gardens Playground

- St Vincent's Gardens Playground has progressed through the design phase. The cost plan based on the revised concept design for the project has come in significantly higher than the project budget.
- Key reasons for the cost escalation including greater detail being obtained through the project design phase, additional scope items through community engagement and an increase in project construction costs.



- This budget request is proposed to be funded from re-prioritisation of savings from Sol Green Reserve Upgrade and Blessington Street Pop-up Park removal.
- See detail in Attachment 2.

5. CONSULTATION AND STAKEHOLDERS

- 5.1 The Third Quarter 2023/24 budget review and consideration of unbudgeted initiatives has been conducted after engagement with relevant stakeholders from across the business if required.
- 5.2 Specific consultation was conducted for the St Vincent's Gardens Playground in November-December 2023 which has influenced the budget request being considered tonight. Details of this can be found on Council's Have Your Say Website St Vincent Gardens Playground Upgrade | Have Your Say Port Phillip

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 third quarter financial 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 3.0 per cent in the first three quarters of 2023/24. Ongoing 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.
 - 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 third quarter the surplus has reduced to \$0.15 million, this is a reduction of \$0.72 million compared to Budget 2023/24 (see Attachment 1).
- 7.2 Noting that the budget requests will have no impact on the 2023/24 forecast cash surplus as the funds are proposed to be re-prioritised from existing projects within Council's project portfolio.

8. ENVIRONMENTAL IMPACT

8.1 The third quarter financial 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 third quarter financial 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 additional funding for St Vincent's Garden Playground Update will directly benefit the community members through creating improved and more accessible recreation and open space. This will be achieved through improved facilities, equipment and amenity.

10. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

10.1 The third quarter review 2023/24 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 MATERIAL OR GENERAL INTEREST

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

ATTACHMENTS

- 1. Third Quarter 2023-24 Financial Statements
- 2. Budget Requests March 2024
- 3. Portfolio Deferrals and Achievements March 2024



Financial Statements

March 2024











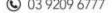
Attachment 1:

Comprehensive Income Statement Converted to Cash

	Year to	date	YTD Vari	iance	Full	Year	Varia	nce	
	Actual	Forecast	Actual to F	orecast	Forecast	Budget	Forecast to	Budget	Notes
	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)	%	Notes
Rates and Charges	113,108	113,105	3	0%	146,220	146,200	20	0%	
Statutory Fees and Fines	17,133	17,527	(394)	(2%)	23,608	24,356	(748)	(3%)	
User Fees	31,312	31,653	(342)	(1%)	41,616	43,373	(1,758)	(4%)	
Grants - Operating	7,215	7,237	(22)	(0%)	9,266	9,481	(215)	(2%)	
Grants - Capital	1,303	1,387	(83)	(6%)	3,362	4,178	(816)	(20%)	
Contributions - Monetary	3,252	2,231	1,020	46%	2,677	4,928	(2,251)	(46%)	
·	15,428	15,351	76	0%	31,497	29,427	2,069	7%	
Other Income	188,750		258	0%	258,245	261,944		(1%)	1
Total Income	100,730	188,492	236	U%	230,243	201,944	(3,699)	(170)	
Employee Costs	76,617	75,841	(776)	(1%)	108,101	105,823	(2,278)	(2%)	
Materials & Services	65,339	64,814	(525)	(1%)	90,978	91,619	641	1%	
Depreciation	16,865	16,979	114	1%	22,682	21,693	(989)	(5%)	
Amortisation of Right of Use assets	1,079	1,142	63	6%	1,642	2,096	454	22%	
Bad & Doubtful Debts	2,651	2,298	(353)	(15%)	4,169	4,669	500	11%	
Borrowing Costs	0	0	0	0%	0	0	0	0%	
Interest - Right of Use	356	367	11	3%	490	656	166	25%	
Other expenses	6,310	6,519	209	3%	19,324	20,346	1,022	5%	
Net proceeds from asset disposals	(37)	(37)	0	0%	5,167	4,642	(525)	(11%)	
Total Expenses	169,180	167,924	(1,256)	(1%)	252,553	251,544	(1,009)	(0%)	2
Operating Surplus / (Deficit)	19,570	20,568	(998)	(5%)	5,692	10,400	(4,708)	(45%)	
Income Statement Converted to Cas Adjustments for non-cash operating items:	sh								
Add back depreciation	16,865	16,979	(114)	(1%)	22,682	21,693	989	5%	
Add back amortisation	1,079	1,142	(63)	(6%)	1,642	2,096	(454)	(22%)	
Add back written-down value of infrastructure	19	25	(6)	(23%)	6,137	7,262	(1,125)	(15%)	
assets disposals	162	150	12	8%	,		0	0%	
 Add back balance sheet work in progress reallocated to operating 					1,200	1,200			
	18,125	18,296	(171)	(1%)	31,661	32,251	(590)	(2%)	
Adjustments for investing items:									
Less Capital Expenditure	(21,814)	(25,979)	4,165	16%	(43,995)	(57,972)	13,977	24%	3
Adjustments for financing items:									
Less Lease Repayments	(1,014)	(1,285)	271	21%	(1,733)	(2,233)	500	22%	
	(1,014)	(1,285)	271	21%	(1,733)	(2,233)	500	22%	2
Adjustments for financing items:									
Net Reserves Drawdown/ (Replenishment)	0	0	0	0%	142	10,049	(9,907)	(99%)	4
Current Year Cash Surplus/ (Deficit)	14,868	11,600	3,267	28%	(8,233)	(7,505)	(728)	(10%)	
Opening balance cash surplus/ (Deficit)	8,386	8,386	0	0%	8,386	8,370	16	0%	
Opening balance cash surplus/ (Dencit)	0,000	0,000		0 /0	0,000	0,010		0 /0	

Refer to explanatory notes on material (greater than \$100,000) forecast adjustments.

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Notes to the Income Statement

Legend: ↑ financial improvements, → neutral impact, ↓ unfavourable financial changes

Note 1. Operating income forecast adjustments:

•	Variance	Operating income forecast explanatory notes
-	(\$,000's)	
•		
↑	309	Increase in state government grant funding for organics transition plan being delivered
		under Councils Waste Transformation project.
↑	380	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.
1	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)
→	294	Increase in grant funding for council managed long day care. Funding is highly
		dependent on enrolments (demographic profile of the family and the age of the
		children) and variable year on year. The increase includes \$212k to the five centres
	00	and \$82k for central cluster management and planning.
→	99	One-off State government funding for universal and enhanced maternal and child
		health programs, this includes implementing <i>More Support for Mums Dads and Babies</i>
		initiative and meeting the increasing demand of Enhanced MCH service within the
		community. The funding will be used to cover additional FTE costs delivering these
→	96	programs. Multicultural Storytime Grant from the Department of Health, this is a four-year
	90	program funded fully by the State government. The grant will be used to engage
		internal and external resources to provide story sessions to children in our community.
->	(2,350)	Reduction in forecast Open Space Developer Contributions for 2023/24 due a
	(2,000)	significant decline in subdivision activity. This has been further made worse by the rise
		in 'build to rent' development which do no triggers 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.
•	(1,047)	Daily fee for council run childcare centres reduced due to the low utilisation rate in the
		new calendar year. The expected utilisation has been trending lower than budget for
		The sale was found to specied dissipation and been defined to the sale was to see the

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↑ → →	Variance (\$,000's)	Operating income forecast explanatory notes
		the financial year, resulting the income reduction. This has been partially offset by a
		reduction in employee costs.
4	(700)	Parking infringement income reduced due to lower volumes of infringement issued
		over the summer period. This is due to challenges in recruiting and retaining staff
		securing the ideal candidates or extended personal leave being taken. Noting that
		there has been an improvement in FinesVic collections of parking infringements.
4	(250)	Reduction in street occupations permits, primarily attributed to increased cost
		pressures and rising interest rates reducing building activity in the municipality.
Ψ	(150)	Planning permit volumes steady but the value of the permits remain low as more
		domestic permits are being issued rather than high value commercial development
		permits.

Note 2. Operating expenditure forecast adjustments:

↑ → •	Variance (\$,000's)	Operating expenditure forecast explanatory notes
↑	920	Ongoing efficiency savings archived including utilities through lighting upgrades, tender outcomes and project portfolio delivery and other one-off savings including lower water utilisation for watering due to summer weather and less re-active works required for summer management.
1	500	Improved collection rates of parking infringement lodged with FinesVic. This has decreased Council provisional assumption for doubtful debts at year end.
→	572	Reduction in employee costs associated with service delivery such as \$0.3 million reduction in long day care centres due to lower utilisation and \$0.25 million in parking enforcement offset by lower parking infringement revenue
→	711	Decrease in current year capital write off expenditure (non-capital spend associated with capital projects) due to capital program deferrals to 2024/25 (partially offset by deferrals after budget adoption). Additional projects including \$0.1m additional for the Fishermen's Bend Gymnastics Facility Feasibility Study.
→	281	Childcare centre employee costs savings due to low utilisation, the savings are limited due to rostered day off implementation and increased non-contact hours required by Council's Enterprise Agreement.
→	166	Net 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). Noting that there has been a re-allocation between right of use leases and operating leases.
→	(1,800)	Aged care service change transition costs (ringfenced against reserves) to reflect provisional reporting obligations are 30 June 2023.

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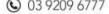




↑ → •	Variance (\$,000's)	Operating expenditure forecast explanatory notes
→	(893)	Net increase in depreciation, updated due to current mix of assets (actual assets capitalised to date) and due to impact of 30 June 2023 revaluations.
→	(600)	Additional net cost due to delays in transitioning to fortnightly garbage service. This has been partially offset by delays in Multi Unit Development (MUDs) FOGO rollout.
→	(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.
Ψ	(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:

	riance 000's)	Capital expenditure forecast explanatory notes
→	13,977	 \$19.1m capital expenditure deferrals to 2024/25 and future years. \$1.4m land purchase under the Public Space Strategy land acquisitions settled in 2022/23 ahead of budget in 2024/24. (\$1.2m) deferrals from 2022/23 to 2023/24 after final budget adoption. (\$3.9m) deposit for additional land purchase under the Public Space Strategy land acquisitions. (\$1.5m) other minor movements including additional projects, cost escalations, savings and funds brought forward for early delivery. See capital works statement for full breakdown by capital works classifications



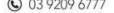




Note 4. Reserve forecast adjustments:

1	Variance	Reserve forecast adjustment explanatory notes
→	(\$,000's)	
•		
→	1,346	Tied Grants Reserve net decrease due to:
		 (\$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 drawn down 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.
→	(182)	Gasworks Remediation Reserve increase due to timing changes for Gasworks Arts
		Park Reinstatement works.
→	(6,562)	Asset Renewal Fund Reserve increase due to:
		\$0.24m additional drawdown to fund accelerated fleet renewal program including
		purchase of electric vehicles.
		(\$6.7m) reduced drawdown due to deferral for South Melbourne Town Hall
		Renewal Upgrade as a result of the tender period extension.
→	448	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.
→	2,526	Open Space Reserve net decrease due to:
		(\$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.
		\$3.9m additional drawdown due to land purchase.
	(7.040)	(\$0.7m) timing changes in project portfolio delivery.
→	(7,040)	Project Deferral Reserve increase due to:
		(\$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 (\$0.35m) reduced drawdown due to deferral for Human Resource and Payroll
		Systems.
	1 100	(\$5.69m) timing changes in project portfolio delivery. Strategic Property Reserve degrees due to calc of Nott Street deferred.
→	1,103	Strategic Property Reserve decrease due to sale of Nott Street deferred.
→	(194)	Sustainable Transport Reserve increase as external funding received from Iffla Street
		and Tribe Street Pedestrian Signal, which was previous funded from reserves.

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Balance Sheet

	Opening Year to Date					Year			
	Balance	Actual	Forecast	Variance	Forecast	Budget	Variance	Variance	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	%	Note
ASSETS									
Current assets									
Cash and cash equivalents	16,437	18,640	18,230	410	16,296	12,336	3,960	32%	
Trade and other receivables	35,088	35,939	35,614	325	28,614	20,552	8,062	39%	1
Other financial assets	118,500	118,004	118,500	(496)	121,400	129,900	(8,500)	(7%)	2
Prepayments	4,863	5,953	4,863	1,090	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	2,731	3,442	(711)	3,527	563	2,964	527%	
Total current assets	179,482	182,470	181,852	618	175,902	167,659	8,243	5%	
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%)	
Property, infrastructure, plant and equipment	3.506.853	3,511,643	3,515,677	(4.034)	3,601,829	3.611.280	(9,451)	(0%)	4
Right of use assets	748	7,492	7,606	(114)	8,706	1,154	7,552	654%	5
Total non-current assets		3,534,912	3,539,060		3,626,411		(3,830)	(0%)	
TOTAL ASSETS		3,717,382	3,720,912		3,802,314		4,414	0%	
LIABILITIES									
Current liabilities									
Trade and other payables	11,815	1,373	1,992	619	15,524	20,724	5,200	25%	3
Trust funds and deposits	6,905	5,651	7,043	1,392	7,181	7,651	470	6%	
Unearned Income/Revenue	2,565	2,304	2,616	312	2,668	0	(2,668)	0%	6
Provisions	18,043	18,127	18,404	277	18,765	19,126	361	2%	
Interest-bearing loans and borrowings	0	,	0	0	0	0	0	0%	
Lease liabilities	413		7,128	(477)	7,780	291	(7,489)		5
Total current liabilities	39.741	35,060	37,182	2,122	51,917	47,792	(4,125)	(9%)	
	00,141	00,000	01,102	2,122	01,011	41,102	(4,120)	(076)	
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%	
Lease liabilities	367	0	367	367	867	878	11	1%	
Total non-current liabilities	2,505	2,138	2,548	410	3,091	3,156	65	2%	
TOTAL LIABILITIES	42,245	37,198	39,730	2,532	55,008	50,948	(4,060)	(8%)	
TOTAL ASSETS	3,660,614	3,680,183	3,681,182	(999)	3,747,306	3,746,952	354	0%	
EQUITY									
Accumulated surplus	641,248	660,818	661,816	(998)	650,204	654,177	(3,973)	(1%)	
Asset revaluation reserve	2,877,795	2,877,795	2,877,795	0	2,958,795	2,961,814	(3,019)	(0%)	
Other reserves	141,571	141,571	141,571	0	138,306	130,961	7,345	6%	
TOTAL EQUITY	3,660,614	3,680,183	3,681,182	(998)	3,747,306	3,746,952	354	0%	

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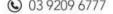






Balance Sheet explanatory notes

Note	Explanatory notes
1	Trade and Other Receivables higher than budget predominately due to outstanding property rates from
	prior years (opening balance). This will decrease as instalment payments are received and further
	collection activities to year end.
2	Financial investments comprise 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 offset by
	project deferrals.
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	Decrease in capital expenditure (deferred to future years). See capital works statement.
5	Establishment of leased assets (right of use) embedded in Council service contract (e.g., waste
	contract).
6	Unearned income previously not separately identified, mostly grants and rental income in advance.







Statement of Cash Flows

	Full Year	ull Year Year to Date				Full Year			
	2022/23	Actual	Forecast	Variance	Forecast	Budget	Variance	Variance	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	%	Note
Cash flows from operating activities									
Rates and charges	132,875	111,072	111,069	3	151,220	146,200	5,020	3%	
Statutory fees and fines	18,121	15,015	15,909	(894)	23,913	22,968	945	4%	
User Fees	41,176	35,160	35,732	(573)	42,478	44,205	(1,727)	(4%)	
Grants - operating	13,499	6,954	7,288	(334)	9,369	9,482	(113)	(1%)	
Grants - capital	2,292	1,303	1,387	(83)	3,362	4,178	(816)	(20%)	
Contributions- monetary	4,453	3,252	2,231	1,020	2,677	4,928	(2,251)	(46%)	
Interest received	4,353	5,428	5,422	6	7,219	6,609	610	9%	
Trust funds and deposits taken	22,328	40,364	41,751	(1,387)	55,736	55,819	(83)	(0%)	
Other receipts	14,248	11,726	10,866	860	15,958	14,595	1,363	9%	
Net GST refund	8,810	6,221	6,463	(242)	8,672	10,303	(1,631)	(16%)	
Employee costs	(98,387)	(76,533)	(75,437)	(1,096)	(107,293)	(105,417)	(1,876)	(2%)	
Materials and services	(100,709)	(82,384)	(80,605)	(1,779)	(100,559)	(104,048)	3,489	(3%)	
Short term, low value and variable lease paymer		0	Ó		0	Ò			
Trust funds and deposits repaid	(22,429)	(41,618)	(41,613)	(5)	(55,460)	(55,490)	30	(0%)	
Other payments	(8,985)	(6,941)	(7,171)	230	(10,769)	(11,866)	1,097	(9%)	
Net cash provided by/(used in) operating activi	,	29,018	33,292		46,523	42,466		. ,	1
Cash flows from investing activities Payments for property, infrastructure, plant and equipment Proceeds from sale of property, infrastructure, plant and equipment	(28,138) 271	(25,991) 57	(29,908) 62	·	(42,511) 970	(57,972) 2,620	15,461 (1,650)	, ,	
Payments for investments	(133,494)	(118,004)	(118,500)	496	(121,400)	(120,000)	(1,400)	(1%)	
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 activity	(26,342)	(25,438)	(29,846)	4,408	(44,441)	(40,352)	(4,089)	(10%)	2
Cash flows from financing activities Interest paid - lease liability	(47)	(356)	(367)	11	(490)	(656)	166	(25%)	
Repayment of lease liabilities	(745)	(1,014)	(1,285)	271	(1,733)	(2,233)	500	(22%)	
Net cash provided by/(used in) financing	(792)	(1,370)	(1,652)	283	(2,223)	(2,889)	666	(23%)	
activities	(102)	(1,010)	(1,002)	200	(2,220)	(2,000)	000	(2070)	
Net (decrease) increase in cash and cash equivalents	4,098	2,210	1,794	416	(141)	(775)	634	(82%)	
Cash and cash equivalents at the beginning of the financial year	12,339	16,437	16,437		16,437	13,111	3,326		
Cash and cash equivalents at the end of the financial year (investment less than 90 days)	16,437	18,647	18,231	416	16,296	12,336	3,960	32%	
Total cash and investments	149,931	151,638	151,725	(86)	152,790	159,255	(6,465)	(4%)	3

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Cash flows explanatory notes

Note	Explanatory notes
1	\$4.0m 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	\$4.1m increase in cash used in investing activities predominantly due higher levels of project
	deferrals offset by higher receivables and lower payables forecast.
3	\$6.5m 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)





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Capital Works Statement

	Year to	date	YTD Variance		Full Y	ear	Varian		
Actual Forecast		Forecast	Actual to Forecast		Forecast Budget		Forecast to Budget		Notes
Property	(\$'000)	(\$'000)	(\$'000)	%	(\$'000)	(\$'000)	(\$'000)	%	NOTES
Land	0	0	0	0%	3,881	0	(-,)	0%	1
Buildings	7,078	8,258	1,180	14%	13,268	27,848	14,580	52%	2
Total Property	7,078	8,258	1,180	14%	17,149	27,848	10,699	38%	
Plant and Equipment									
Plant, machinery and equipment	2,170	2,148	(22)	(1%)	2,691	2,360	(331)	(14%)	3
Fixtures, fittings and furniture	230	350	120	34%	308	333	25	7%	4
Computers and telecommunications	440	395	(45)	(11%)	674	650	(24)	(4%)	5
Heritage plant and equipment	0	0	0	0%	30	30	0	0%	
Library books	548	592	44	8%	704	852	148	17%	6
Total Plant and Equipment	3,387	3,485	98	3%	4,407	4,225	(182)	(4%)	
Infrastructure									_
Roads	2,466	2,781	314	11%	3,057	3,378	322	10%	7
Bridges	43	57	14	24%	64	141	77	55%	8
Footpaths and cycleways	1,069	1,582	513	32%	2,686	2,725	39	1%	
Drainage	1,219	1,286	67	5%	2,070	1,962	(108)	(5%)	9
Parks, open space and streetscape	6,552	8,532	1,979	23%	14,563	17,694	3,131	18%	10
Total Plant and Equipment	11,349	14,236	2,888	20%	22,439	25,899	3,460	13%	
Total Capital Works Expenditure	21,814	25,979	4,165	16%	43,995	57,972	13,977	24%	
Capital Expenditure Type									
New asset expenditure	2,784	3,263	479	15%	5,925	8,002	2,077	26%	
Asset renewal expenditure	9,079	10,718	1,639	15%	16,851	18,505	1,654	9%	
Asset upgrade expenditure	8,297	10,085	1,788	18%	16,826	25,395	8,569	34%	
Asset expansion expenditure	1,654	1,913	259	14%	4,393	6,070	1,677	28%	
Total Capital Works Expenditure	21,814	25,979	4,165	16%	43,995	57,972	13,977	24%	

Capital expenditure explanatory notes:

Note	↓ →	Variance (\$,000's)	Explanatory notes	
	Ψ.			
1	→	(3,881)	Land	
			\$3.8m deposit for additional land purchase under Public Space Strategy.	
2	→	13,038	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,	
			dditional 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	

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Note	A	Variance	Explanatory notes	
Note	→ ·	(\$,000's)	Explanatory notes	
	¥	(ψ,000 3)		
			better manage the resources and monitor the project with the \$3m Park	
			Improvement project reported through Parks, Open Space and Street scapes.	
			\$9.4m capital deferral to 2024/25 and future years predominantly due to the	
			tender period extension for South Melbourne Town Hall Renewal Upgrade	
			and supply chain issue for Eco Centre Redevelopment.	
3	→	(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).	
4	→	(215)	Fixtures, Fittings and Furniture	
		(- /	Minor additions & deferral to Council Furniture and Fittings programs.	
5	→	(24)	Computers & Telecommunications	
		()	Minor additions to the annual information and communication technology	
			upgrade program.	
6	→	148	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).	
7	→	322	Roads	
			\$0.19m deferrals to 2024/25 mainly due to awaiting authority approval for	
			scope increase for Blackspot Inkerman Street Westbury Balaclava.	
			\$0.36m savings achieved mainly through competitive tendering for Laneway	
			Renewal works. Partially offsetting this is minor deferral post 2023/24 budget	
			adoption and minor cost escalation of \$0.22m.	
8	→	77	Bridges	
			Minor deferrals to 2024/25 due to delay in tender process as a result of	
			pending external funding for Broadway Bridge Works	
9	→	(108)	Drainage	
			\$0.22m deferrals post 2023/24 budget adoption and additional funding	
			required for Stormwater Capital works project. Since then, \$0.02m minor	
			savings have been achieved while also \$0.1m deferral to 2024/25 and future	
			years for Stormwater Harvesting Design.	
10	→	1991	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	

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Attachment 1:

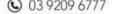
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Note	← → →	Variance (\$,000's)	Explanatory notes
			sport fields. There have also been cost escalations in several projects totalling \$0.42m which was predominately for the Alma Park Play Space Upgrade.
			There have also been several timing changes related to project delivery that have occurred. This includes \$5.1m deferred to 2024/25 and future years mainly related to JL Murphy Community Pitch Synthetic Field due to delay in getting authority approval. Partially offsetting this is work brought forward totalling \$0.86m including works at Graham Street Overpass Skatepark and Carpark.









Budget Requests 2023/24 - March

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
St Vincent's Gardens		Given Council's financial position it is recommended to fund	\$540,000	\$0	\$0	High	High
Playground	phase. The cost plan based on the revised concept design for the project has come in significantly higher than the project budget.	the intended outcomes of the upgrade of St Vincent's Gardens Playground while also responding to feedback received through community engagement.					
	Cost estimates have increased due to the below reasons: 1. Greater detail being obtained through the design phase: A cost plan B was completed on the high-level concept design with notes and prior to a design consultant being engaged. Cost plan D was completed on a detailed design, specification and details. 2. Additional inclusions based on community feedback 3. Increase in project costs: Construction costs, construction materials and consultant fees are increasing by an average of 20% each year consecutively.	Additional funding for St Vincent's Garden Playground is to be re-prioritised from other projects within Council's current Budget including savings from Sol Green Reserve Upgrade due to a change in project scope due to the removal of partial road closures as not viable.					



Project Deferrals: Third Quarter Review 2023-24

Project	Comment	Deferral to
		2024/25
EcoCentre	Supply chain issues including shipping delays of Window	\$1,200,000
Redevelopment	Glazing.	
South Melbourne	The project is taking longer to get through procurement and it	\$305,000
Cecil St Essential	likely to go into early in the next financial year.	
Services Connect		
Danks Street	The project is deferred due to dependency on receiving external	\$400,000
Biolink	funding.	
Building Security	A result of a 4-month delay in the procurement process, extending	\$871,000
and Expansion	project closure from April 2025 to October 2025 due	
Upgrade	deferral of construction and contingency costs.	
Pump Track	Contractor delay in commencement of project has pushed back	\$200,000
Development	commencement date.	
Gasworks Arts Park	Further deferral required to allow for planting in season in early	\$179,000
- Park Upgrade	2025	
SMM Fire Stairs	Re-baseline key project milestones – predominately due to delays	\$213,000
	in receiving engineering report, new fire hydrant scope and	
	structural drawings.	
Bay St Coles Public	This budget is the Council contribution to assist with renovation of	\$50,000
Toilet Contribution	toilet in Coles. No works has been done this year, budget to be	
	deferred to next year in anticipation of the rectification works to be	
	initiated next year. It is noted that this work is dependent upon the	
	owner of the building.	
Elwood Angling	Two post tender clarifications have been sent to short listed	\$70,000
Club Roof	contractors to get confirmation on their scope of works and	
Replacement	costing. We are currently waiting on their responses and will need	
	to review these. This has delayed the awarding of the contract	
	resulting in delays in commencing construction this financial year.	
Building Safety	Permitting advice has altered the design slightly. This has	\$110,000
Corrective Action	required alteration to the fire services. Delays in receiving the	
Response	building permit has resulted in tender process being pushed	
	out. Construction won't commence until next financial year.	

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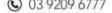




Project	Comment	Deferral to 2024/25
Edwards Park	Project schedule has changed significantly due to results of Crime	\$219,500
Public Amenities	Prevention Through Environmental Design assessment	, ,
	recommending the relocation of the existing toilet. New service	
	connections (sewer, power, water, etc.) require up to six-months	
	lead time and therefore no works will commence in 2023/24.	
St Kilda Library	Resourcing delays have meant that this interim upgrade work to	\$240,000
Furniture	furniture, fixtures and fittings has not met milestones and will be	
Replacement	delivered in 2024/25.	
Palais Theatre	Construction and contingency to be deferred. The project is	\$340,000
Tunnels	investigating the option to filling in the tunnels (seeking Heritage	
Rectification	Vic approval).	
St Kilda Adventure	Design and contingency to be deferred due to delay finalizing	\$190,000
Playground	concept design as a result of the extra time taken to carry out two	
Upgrade	rounds of child focused consultations. Final concept design is	
	expected to be completed in July 2024.	
Coastal Planning	Deferral of consultant fees due to delay in consultant onboarding	\$150,000
	and revised schedule provided by consultant. Updated schedule	
	from consultant was contingent on community consultation	
	release date. This has been delayed due to negotiation of popup	
	events and agreement on required design for collateral.	
	Consultation will now commence on 29 April - 30 June.	
Gasworks Arts Park	Deferral required due to delay awarding construction	\$200,000
- Playground	contractor. Intention to award has been sent to contractor.	
Upgrade		
Graham St	Deferral due to consultant delays finalising the design	\$302,000
Overpass	documentation. Construction has been delayed therefore	
Skatepark and	construction costs have been deferred. Design has now been	
Carpark	received and project will be delivered but budget phasing between	
	2023/24 and 2024/25 to be updated.	
Elwood Reserve	Deferral required due to delay awarding construction contractor.	\$529,500
Change Rooms and	Intention to award has been sent to contractor.	
Toilets		
South Melbourne	Deferral due to the procurement period being longer than	\$792,398
Town Hall Renewal	anticipated. The complexity of work required, further site	
Upgrade	investigations and a market provided construction program longer	
	than initially estimated caused the delay. Main works contract	
	award is in April 2024 with site commencement shortly thereafter.	

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Project Major Achievements: Third Quarter Review 2023-24

Inclusive Port Phillip

- Skinners Adventure Playground Upgrade 1 complete
- J Talbot Reserve Basketball procurement commenced.
- Childcare Renewals Programs 80% complete

Well Governed Port Phillip

- Building asset renewals program on track.
- Access Improvement to Council Building complete.
- Core ICT infrastructure update laptop purchases complete.

Liveable Port Phillip

- Malakoff & Sebastopol St Kerb and Channel Upgrade complete.
- Ludwig Stamer Reserve Play Space Upgrade complete.
- Sandridge Cluster masterplan commencement approved.
- Little Page Reserve Playground Renewal complete.
- Fitzroy Street Public Toilet.

Vibrant Port Phillip

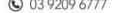
- Deliver Live Music Action Plan underway with continued advocacy.
- SMM Connect Phase 1 community consultation continued.
- Library Purchases on track for this year.

Sustainable Port Phillip

- Climate Emergency Plan Development complete.
- Environmental Sustainable Design Policy complete.
- Lighting Upgrades & De-gasification project complete.

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13.2 APPOINTMENT OF CR CRAWFORD AS COUNCIL'S

DELEGATE TO MAV EXTERNAL COMMITTEE

EXECUTIVE MEMBER: JOANNE MCNEILL, EXECUTIVE MANAGER, GOVERNANCE AND

ORGANISATIONAL PERFORMANCE

PREPARED BY: MITCHELL GILLETT. COORDINATOR COUNCILLOR AND

EXECUTIVE SUPPORT

1. PURPOSE

1.1 To appoint Councillor Louise Crawford as Council's primary delegate for the Municipal Association of Victoria (MAV) external committee for the remainder of the Council term.

2. EXECUTIVE SUMMARY

2.1 This report facilitates that Councillor Louise Crawford will replace Councillor Robbie Nyaguy as Council's primary delegate to the MAV external committee and, as such, allows Cr Crawford to vote on motions tabled at MAV State Council on behalf of Council.

3. RECOMMENDATION

That Council:

3.1 Appoints Councillor Louise Crawford as Council's primary delegate to the Municipal Association of Victoria external committee for the remainder of the current Council term.

4. KEY POINTS/ISSUES

- 4.1 Council participates in various delegated, advisory and external boards and committees. Each requires Council to nominate Councillor representation.
- 4.2 On 6 December 2023, Councillors were appointed to Council's various advisory and external committees.
- 4.3 In April 2024, officers were advised that Council's delegate and substitute delegate to the MAV external committee were unable to attend State Council on 17 May 2024.
- 4.4 MAV rules require that a substitute representative be appointed by resolution of Council to allow the representative to have voting rights at State Council.
- 4.5 Officers have since been advised that it is intended for Cr Crawford to replace Cr Nyaguy as Council's primary delegate to the MAV external committee until the end of the current Council term.
- 4.6 Mayor Cr Heather Cunsolo will remain as Council's substitute delegate to the MAV external committee.

5. CONSULTATION AND STAKEHOLDERS

5.1 Councillors are requested to make use of the standing item on the Council agenda "Reports by Councillor Delegates" to report back to Council on the activities of respective advisory and external bodies.



6. LEGAL AND RISK IMPLICATIONS

6.1 If Council does not resolve to appoint a replacement delegate, Cr Crawford be ineligible to vote on motions tabled at MAV State Council on 17 May 2024.

7. FINANCIAL IMPACT

7.1 There are no financial impacts arising as a result of this report.

8. ENVIRONMENTAL IMPACT

8.1 There are no environmental impacts arising as a result of this report.

9. COMMUNITY IMPACT

9.1 Appointments to external bodies is at the discretion of the Council, however, there is a possibility that Council and the community would lose a significant voice in an important forum if Council was not represented.

10. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

10.1 The appointment of Councillors to committees is consistent with Council's strategic direction and commitment to the community of a financially sustainable, high performing, well governed organisation that puts the community first.

11. IMPLEMENTATION STRATEGY

11.1 TIMELINE

11.1.1 The appointment will take effect from the date of this resolution.

11.2 COMMUNICATION

11.2.1 Once resolved, officers will advise the MAV that Cr Crawford has been appointed as Council's primary delegate to the MAV external committee by way of signed correspondence from Council's CEO.

12. OFFICER MATERIAL OR GENERAL INTEREST

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

ATTACHMENTS NII



13.3 COUNCILLOR EXPENSES MONTHLY REPORTING - APRIL

2024

EXECUTIVE MEMBER: JOANNE MCNEILL, EXECUTIVE MANAGER, GOVERNANCE AND

ORGANISATIONAL PERFORMANCE

PREPARED BY: MITCHELL GILLETT, COORDINATOR COUNCILLOR AND

EXECUTIVE SUPPORT

XAVIER SMERDON, HEAD OF GOVERNANCE

1. PURPOSE

1.1 To report on the expenses incurred by Councillors during April 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 April 2024 (attachment 1) 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.
- 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 MATERIAL OR GENERAL INTEREST

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

ATTACHMENTS

1. Declaration of Councillor Expenses - April 2024

Declaration of Councillor Expenses – April 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 childcare 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.

1

Cr Tim Baxter

incurred the following expenses during the month April:

Expense	Value
Councillor Allowance	\$3,030.00
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$84.95
TOTAL	\$3,114.95

Cr Andrew Bond

incurred the following expenses during the month April:

Expense	Value
Councillor Allowance	\$3,030.00
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$71.98
TOTAL	\$3,101.98

Cr Rhonda Clark

incurred the following expenses during the month April:

Expense	Value
Councillor Allowance	\$3,030.00
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$84.97
TOTAL	\$3,114.97

Cr Louise Crawford (Deputy Mayor) incurred the following expenses during the month April:

Expense	Value
Councillor Allowance	\$5,015.00
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$84.96
TOTAL	\$5,099.96

Cr Heather Cunsolo (Mayor) incurred the following expenses during the month April:

Expense	Value
Councillor Allowance	\$10,030.00
Conferences and Training	\$2,028.65
Travel (including provision of a Mayoral vehicle charged at \$7,800 per annum pro rata to cover operating costs)	\$625.00
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$59.03
TOTAL	\$12,742.68

Cr Peter Martin

incurred the following expenses during the month April:

Expense	Value
Councillor Allowance	\$3,030.00
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$56.98
TOTAL	\$3,086.98

Cr Robbie Nyaguy incurred the following expenses during the month April:

Expense	Value
Councillor Allowance	\$3,030.00
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$71.98
TOTAL	\$3,101.98

Cr Marcus Pearl

incurred the following expenses during the month April:

Expense	Value
Councillor Allowance	\$3,030.00
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	\$480.00
Information and Communication Technology	\$29.00
TOTAL	\$3,539.00

Cr Christina Sirakoff

incurred the following expenses during the month April:

Expense	Value
Councillor Allowance	\$3,030.00
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$28.99
TOTAL	\$3,058.99



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 MATERIAL OR GENERAL INTEREST

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

ATTACHMENTS

1. Completed Informal Meetings of Council forms received in April 2024

informal Meeting of Councillors							
Name of meeting:	St Kilda Esplanade	Market	Reference	ce Co	ommittee Me	eeting	
Date and Time:	Date: 8/04/2024				Time: 5.30	-6:15pm	
Meeting conducted via:	MS Teams						
Councillors present: Please mark ⊠ the Councillors present	Cr Baxter Cr Bond Cr Clark Cr Crawford Cr Cunsolo	In person	Virtual	Cr Cr	Martin Nyaguy Pearl Sirakoff	In person	Virtual
Staff present: Please mark ⊠ the Staff present	☐ Chris Carroll ☐ Tarnya McKo ☐ Lachlan John Other Staff: Jess Hall, Coordina Gabi Alleyne, St Kid	enzie nson utor Ever		Joa Cla nersh	•		pment
Matters considered:	 Gabi Alleyne, St Kida Esplanade Market Manager Welcome & Acknowledgement to Country Standing Item – Conflict of Interest Approved as final 11 December minutes Agenda Confirmation Welcome, to the new year. Market Manager Update including: Meeting dates for 2024 Maintenance & CoC Activations Social Media & Marketing Update: Fees & Charges 24/25 Other Business Next Meeting- 24 June 						
A Conflict of Inte	Conflict of Inte				ers of Council	staff	
Name	Su	bject / M	atter		L	_eft the Me	eting?
Nil	N/A				N	I/A	

Name of Officer submitting form: Gabi Alleyne

	Informal Meeti	ng of (Counc	illor	's		
	T						
Name of meeting:	Councillor & ELT T	ime					
Date and Time:	Date: 10/04/2024	Date: 10/04/2024 Time: 1:00pm					
Meeting conducted via:	Hybrid (MS Teams	Hybrid (MS Teams/In Person)					
Councillors present: Please mark ⊠ the Councillors present	Cr Baxter Cr Bond Cr Clark Cr Crawford	In person	Virtual	Cr Cr	Martin Nyaguy Pearl Sirakoff	In person	Virtual
Staff present: Please mark ⊠ the Staff present	Cr Cunsolo ☐ Chris Carroll ☐ Tarnya McKo ☐ Lachlan John Other Staff:	enzie		Cla	an Tee aire Stevens anne McNeill		
Matters considered:	 Waste review Contaminated N Johnson Street Broadway Bridg Council budget Inkerman Street 	e fundin	g applica	ation			
A Conflict of Inte	Conflict of Inte				pers of Council	staff	
Name	Su	bject / M	atter		L	eft the Me	eting?
Nil	N/A				N/	/A	

Name of Officer submitting form: Joanne McNeill

	imformat weetii	ilg of C	Journe	111013			
Name of meeting:	Inkerman safety im	proveme	ent proje	ct			
Date and Time:	Date: 10/04/2024	Date: 10/04/2024 Time: 5pm					
Meeting conducted via:	Hybrid (MS Teams	Hybrid (MS Teams/In Person)					
Councillors present:		In person	Virtual		In person	Virtual	
o danomoro procenti	Cr Baxter	\boxtimes		Cr Martin			
Please mark ⊠ the	Cr Bond	\boxtimes		Cr Nyaguy			
Councillors present	Cr Clark		\boxtimes	Cr Pearl		\boxtimes	
,	Cr Crawford	\boxtimes		Cr Sirakoff			
	Cr Cunsolo	\boxtimes					
Staff present:			\boxtimes	Brian Tee			
	□ Tarnya McKo	enzie		Claire Stever	าร		
Please mark ⊠ the Staff	□ Lachlan Joh	nson		Joanne McN	eill		
present		MS Teams/In Person) er	r Staff: David MacNish, Fiona van der Hoeven, Chris Tsiafidis, McGuance, Ingrid Perronnet				
Matters considered:	 Proposed next s 	initial distribution of the second of the se					
A Conflict of Inte					ncil staff		
Name	Su	bject / M	atter		Left the Me	eting?	
Nil	N/A				N/A		

Name of Officer submitting form: David MacNish

informal Meeting of Councillors						
	T					
Name of meeting:	Domain Precinct Pa	arking R	eview Br	iefing		
Date and Time:	Date: 10/04/2024	Date: 10/04/2024 Time: 6pm				
Meeting conducted via:	Hybrid (MS Teams	In Perso	on)			
Councillors present:		In person	Virtual		In person	Virtual
Godinemors present.	Cr Baxter	\boxtimes		Cr Martin		\boxtimes
Please mark ⊠ the	Cr Bond	\boxtimes		Cr Nyaguy	\boxtimes	
Councillors present	Hybrid (MS Teams/In Person) Cr Baxter					
,	Cr Crawford	\boxtimes		Cr Sirakoff		
	Cr Cunsolo	\boxtimes				
Staff present:			\boxtimes	Brian Tee		
	□ Tarnya McK	enzie		Claire Steve	ns	
Please mark ⊠ the Staff	□ Lachlan Joh	nson		Cr Sirakoff Brian Tee Claire Stevens Joanne McNeil	leill	
present		Time: 6pm In person Virtual Cr Martin Cr Nyaguy Cr Pearl Cr Sirakoff	en, Chris Tsia	afidis,		
Matters considered:	Domain Precinc	t Parkinç	g Review	,		
	Conflict of Inte	erest Dis	sclosure	es		
A Conflict of Inte	rest Disclosure form MUS	ST be com	pleted by	members of Cou	ncil staff	
Name	Su	bject / M	atter		Left the Me	eting?
Nil	N/A				N/A	

Name of Officer submitting form: David MacNish

informal Meeting of Councillors									
Name of meeting:	St Kilda Live Music update	St Kilda Live Music precinct – Planning Study options / next steps update							
Date and Time:	Date: 10/04/2024				Time: 6:30	pm			
Meeting conducted via:	Hybrid (MS Teams	In Perso	on)						
Councillors present:		In person	Virtual			In person	Virtual		
Oddinemors present.	Cr Baxter	\boxtimes		Cr	Martin	\boxtimes			
Diagon moule VI the	Cr Bond	\boxtimes		Cr Nyaguy Cr Pearl Cr Sirakoff	Nyaguy	\boxtimes			
Councillors present	ase mark ⋈ the uncillors present Cr Clark Cr Crawford Cr Cunsolo Cr Chris Carroll □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	Pearl		\boxtimes					
,	Cr Crawford	\boxtimes		Cr	Sirakoff	\boxtimes			
	Cr Cunsolo	\boxtimes							
Staff present:	□ Chris Carroll		\boxtimes	Bri	an Tee				
	□ Tarnya McK	enzie		Cla	ire Stevens				
Please mark ⊠ the Staff	□ Lachlan Joh	nson		Joa	anne McNeil	Į			
present	Other Staff: Alayna Denison, Lauren Bi								
Matters considered:	St Kilda Live Mu update	ısic Prec	inct plan	ining	study option	ns / next s	teps		
	Conflict of Inte	erest Dis	sclosure	s					
A Conflict of Inte	rest Disclosure form MUS	ST be com	pleted by	meml	pers of Council	staff			
Name	Su	bject / M	atter		L	eft the Me	eting?		
Nil	N/A				N	I/A			

Name of Officer submitting form: Samindi Yapa

Informal Meeting of Councillors										
Name of meeting:	Waste Transformat	Waste Transformation Update - Councillor Briefing								
Date and Time:	Date: 10/04/2024	Date: 10/04/2024 Time: 6:45pm								
Meeting conducted via:	Hybrid (MS Teams	'In Perso	on)							
Councillors present:	Cr Baxter	In person	Virtual		Martin Nyaguy	In person	Virtual			
Please mark ⊠ the Councillors present	Cr Clark Cr Crawford Cr Cunsolo			Cr	Pearl Sirakoff					
Staff present: Please mark ⊠ the Staff present	☑ Chris Carroll☑ Tarnya McKo☑ Lachlan JohnOther Staff:	enzie		Brian Tee Claire Stevens Joanne McNeill						
Matters considered:	Waste Transform	mation u	pdate							
A Conflict of Inte	Conflict of Interest Disclosures A Conflict of Interest Disclosure form MUST be completed by members of Council staff									
Name	Su	bject / M	atter		L	eft the Me	eting?			
Nil	N/A				N	I/A				

Name of Officer submitting form: Simon Hill

Informal Meeting of Councillors									
Name of meeting:	Victorian Governme	/ictorian Government Funding Commitments							
Date and Time:	Date: 10/04/2024	Date: 10/04/2024 Time: 8:00pm							
Meeting conducted via:	Hybrid (MS Teams/	In Perso	n)	·					
Councillors present: Please mark ⊠ the	Cr Baxter Cr Bond	In person	Virtual □ □	Cr Martin Cr Nyaguy Cr Pearl	In person	Virtual			
Councillors present	Cr Clark Cr Crawford Cr Cunsolo			Cr Sirakoff					
Staff present: Please mark ⊠ the Staff present	☑ Chris Carroll☑ Tarnya McKo☑ Lachlan JohnOther Staff: Dana F	enzie nson	⊠ ⊠ ⊠ , Susan (Brian Tee Claire Stevens Joanne McNeill Cannell					
Matters considered:	Port MelbourneState Governme	Port Melbourne Bowls Club to address safety issues							
A Conflict of Inte	Conflict of Inte				ıncil staff				
Name	Su	bject / M	atter		Left the Me	eting?			
Nil	N/A				N/A				

Name of Officer submitting form: Susan Cannell

Informal Meeting of Councillors								
Name of meeting:	South Melbourne Market Committee Mid-Year Update (Councillor Briefing)							
Date and Time:	Date: 10/04/2024			Time: 8.	30pm			
Meeting conducted via:	Hybrid (MS Teams	In Perso	on)	<u> </u>				
Councillors present: Please mark ⊠ the Councillors present	Cr Baxter Cr Bond Cr Clark	In person	Virtual	Cr Martin Cr Nyaguy Cr Pearl	In person	Virtual		
	Cr Crawford Cr Cunsolo			Cr Sirakoff				
Staff present: Please mark ⋈ the Staff present Matters considered:	Chris Carroll □ Brian Tee □ Tarnya McKenzie ⊠ Claire Stevens □ Lachlan Johnson □ Joanne McNeill Other Staff: Sophie McCarthy Executive Director SMM Andrew Danson (Virtual) – SMM Advisory Committee Deputy Cha					Chair		
A Conflict of Inte	Conflict of Interest Disclosure form MUS			~	ncil staff			
Name	Su	bject / M	atter		Left the Me	eting?		
Nil	N/A				N/A			

Name of Officer submitting form: Sophie McCarthy

Informal Meeting of Councillors								
Name of meeting:	Councillor & ELT T	Councillor & ELT Time						
Date and Time:	Date: 17/04/2024			Time: 1p	om			
Meeting conducted via:	Hybrid (MS Teams	In Perso	n)					
Councillors present: Please mark ⊠ the Councillors present	Cr Baxter Cr Bond Cr Clark Cr Crawford	In person	Virtual	Cr Martin Cr Nyaguy Cr Pearl Cr Sirakoff	In person	Virtual ☐ ☐ ☐ ☐		
Staff present: Please mark ⊠ the Staff present	Cr Cunsolo ☐ Chris Carroll ☐ Tarnya McKo ☐ Lachlan John Other Staff:	enzie		Brian Tee Claire Stevens Joanne McNeill				
Matters considered:	 BCNA Inkerman Street petition Procurement policy amendment Letter re differential rates Catani Gardens Live music precinct Australian Local Government Association New Police Inspector 							
A Conflict of Inte	Conflict of Inte				ncil staff			
Name	Su	bject / M	atter		Left the Me	eting?		
Nil	N/A				N/A			

Name of Officer submitting form: Joanne McNeill

Informal Meeting of Councillors							
Name of meeting:	Great Places and P	recincts	recomm	nenda	ations		
_							
Date and Time:	Date: 17/04/2024				Time: 5:30ր	om	
Meeting conducted via:	In Person	n Person					
Councillors present:		In person	Virtual			In person	Virtual
,	Cr Baxter	\boxtimes		· ·	Martin		
Please mark ⊠ the	Cr Bond	⊠ □ Cr Nyagu					
Councillors present	Cr Clark	\boxtimes		•	Pearl		
	Cr Crawford	\boxtimes		Cr	Sirakoff		
	Cr Cunsolo	\boxtimes					
Staff present:				Bria	an Tee		
	□ Tarnya McKe	enzie		Cla	ire Stevens		
Please mark ⊠ the Staff	□ Lachlan Johi	nson		Joa	anne McNeill		
present	Other Staff: Lauren Albrecht, Mark Tho		er, Adel	e De	nison, Justin	Gayner,	Alex
Matters considered:	Principles of butSuggested initia						
	Conflict of Inte	erest Dis	sclosure	es			
A Conflict of Inte	rest Disclosure form MUS	ST be com	pleted by	memb	pers of Council	staff	
Name	Su	bject / M	atter		L	eft the Me	eting?
Nil	N/A				N	/A	

Name of Officer submitting form: Lauren Bialkower

Informal Meeting of Councillors								
Name of meeting:	Councillor & ELT Ti	Councillor & ELT Time						
Date and Time:	Date: 24/04/2024			Time: 1pi	m			
Meeting conducted via:	Hybrid (MS Teams/	In Perso	n)					
Councillors present: Please mark ⋈ the Councillors present	Cr Baxter Cr Bond Cr Clark Cr Crawford	In person	Virtual □ □ □	Cr Martin Cr Nyaguy Cr Pearl Cr Sirakoff	In person	Virtual □ □ ⊠		
	Cr Cunsolo	\boxtimes						
Staff present: Please mark ⊠ the Staff present	☑ Chris Carroll☑ Tarnya McKe☑ Lachlan JohnOther Staff:	enzie		Brian Tee Claire Stever Joanne McNe				
Matters considered:	 Street lighting changeover Council watch petition: Action EV charging trial Avenue childcare projection of upgrade Sugar Gum Tree scheduled for removal ANZAC Day preparation Update re mural Captain Cook statue reinstatement 							
	Conflict of Inte	erest Dis	closure	s				
A Conflict of Inte	rest Disclosure form MUS	ST be com	pleted by i	members of Coun	cil staff			
Name	Su	bject / M	atter		Left the Me	eting?		
Nil	N/A				N/A			

Name of Officer submitting form: Joanne McNeill

Informal Meeting of Councillors								
Name of mostings	Lake Ward Causail	lan Driafi						
Name of meeting:	Lake Ward Council	Ior Briefi	ng ———	<u>, </u>				
Date and Time:	Date: 24/04/2024	Date: 24/04/2024 Time: 2.30pm						
Meeting conducted via:	Hybrid (MS Teams	lybrid (MS Teams/In Person)						
Councillors present:		In person	Virtual		In person	Virtual		
Godinomoro proconti	Cr Baxter			Cr Martin				
Please mark ⊠ the	Cr Bond			Cr Nyaguy				
Councillors present	Cr Clark			Cr Pearl				
μ	Cr Crawford			Cr Sirakoff				
	Cr Cunsolo							
Staff present:	□ Chris Carroll			Brian Tee				
	□ Tarnya McKo	enzie		Claire Steve	ens			
Please mark ⊠ the Staff	□ Lachlan Joh	nson		Joanne McNeill				
present	Other Staff: Michae	Other Staff: Michael Mowbray (Coordinator Planning)						
Matters considered:	341 Beaconsfiel279-282 Beacons	Discussion of following applications: • 341 Beaconsfield Parade, St Kilda West – Use of land as a Bar • 279-282 Beaconsfield Parade, Middle Park demolition and consolidation into a single dwelling						
A Conflict of Inte	Conflict of Integrest Disclosure form MUS			-	ncil staff			
Name	Su	bject / M	atter		Left the Me	eting?		
No conflicts identified	N/A				N/A			
Darada	•				•			

Parade

Name of Officer submitting form: Michael Mowbray

Informal Meeting of Councillors								
Name of meeting:	State of Children's	State of Children's Services Annual Report						
Date and Time:	Date: 24/04/2024				Time: 5.30p	om		
Meeting conducted via:	Hybrid (MS Teams/	In Perso	n)					
Councillors present:		In person	Virtual			In person	Virtual	
Councillors present.	Cr Baxter	\boxtimes		Cr N	∕lartin			
Please mark ⊠ the	Cr Bond			Cr N	Nyaguy	\boxtimes		
Councillors present	Cr Clark		\boxtimes	Cr F	Pearl			
Councillors present	Cr Crawford	\boxtimes		Cr Sirakoff		\boxtimes		
	Cr Cunsolo							
Staff present:				Bria	n Tee			
	□ Tarnya McKenzie □ Cl			Clai	re Stevens			
Please mark ⊠ the Staff	□ Lachlan Johr	nson		Joa	nne McNeill	artin		
present	Other Staff: Felicity	Leahy				rens		
Matters considered:	The Draft State	of Childr	en's Ser	vices	Annual Rep	oort		
	Conflict of Inte	erest Dis	closure	s				
A Conflict of Inte	rest Disclosure form MUS	ST be com	pleted by	memb	ers of Council	staff		
Name	Su	bject / M	atter		L	eft the Me	eting?	
Nil	N/A				N	/A		
						•		

Name of Officer submitting form: Felicity Leahy

Informal Meeting of Councillors							
Name of meeting:	South Melbourne M	South Melbourne Market Project Connect (Councillor Briefing)					
Date and Time:	Date: 24/04/2024			Time: 7.3	30pm		
Meeting conducted via:	Hybrid (MS Teams	/In Perso	on)				
Councillors present: Please mark ⊠ the	Cr Baxter Cr Bond	In person	Virtual	Cr Martin Cr Nyaguy Cr Pearl	In person	Virtual	
Councillors present	Cr Clark Cr Crawford Cr Cunsolo			Cr Sirakoff			
Staff present: Please mark ⋈ the Staff present Matters considered:	□ Chris Carroll □ Brian Tee □ Tarnya McKenzie ☑ Claire Stevens □ Lachlan Johnson □ Joanne McNeill Other Staff: Sophie McCarthy, Leigh Stewart External visitors: Amanda Stevens (Chair SMM Committee); Nicola Smith (Independent SMM Committee Member) • SMM Project Connect proposed scope • Community/Trader Consultation feedback and other information that has informed the updated scope (including traffic reports) • Hours / Days of operation at SMM						
	Councillor feedb	ack on F	Project C	Connect propos	sed scope		
A Conflict of Inte	Conflict of Inte			_	ncil staff		
Name	Su	bject / M	atter		Left the Me	eeting?	
Nil	N/A				N/A		

Name of Officer submitting form: Sophie McCarthy, Executive Director, SMM



14.	NOT	ICES	OF I	MOT	ION
17.	1101		VI I		1011

14.1	Notice of Motion – Mayor Heather Cunsolo – Life Saving Club Parking Permits



14.1 Notice of Motion – Mayor Heather Cunsolo – Lifesaving Club Parking Permits

I, Councillor Heather Cunsolo, give notice that I intend to move the Motion outlined below at the Ordinary Meeting of Council on 15 May 2024:

RECOMMENDATION:

That Council

- Extend the current legacy Foreshore Community Service permits valid from 1 November 30
 April to a year round permit.
- 2. Reduce the fees for the Foreshore Community Service Permits for the Sandridge, Port Melbourne, South Melbourne, St Kilda and Elwood Life Saving Clubs to \$25 per permit per annum to be reviewed annually through the Council budget process.
- 3. Increase the cap for legacy Foreshore Club Permits available to Sandridge Life Saving Club from 0 to 10, Port Melbourne Life Saving Club from 1 to 10, South Melbourne Life Saving Club from 6 to 10, St Kilda Life Saving Club from 0 to 10 and Elwood Life Saving Club from 33 to 35 at a cost of \$150 per permit (2023/24), to be reviewed annually through the Council Budget process.
- 4. Agrees that the Foreshore Community Service Permits and legacy Foreshore Club Permits will be reviewed at the end of the current Parking Management Policy in 2028.

SUPPORTING INFORMATION:

Parking permits issued to Life Saving Clubs were considered as part of the Parking Management Policy Review which was presented at the Council Meeting on 17 May 2023. Changes to parking permits available to life saving clubs have now been implemented. The first summer period of these changes has shown some challenges in the permits now available to these important community clubs.

Foreshore Community Service permits

Since the review was endorsed in May 2023 ten Foreshore Community Service permits have been made available to each of Port Melbourne Life Saving Club, South Melbourne Life Saving Club, St Kilda Life Saving Club and Elwood Life Saving Club at the cost of a residential foreshore parking permit (\$64 in 2023/2024). These permits are valid between November to April each financial year and are transferrable permits (can be moved between vehicles) to support active volunteer lifesavers to patrol our beaches, respond to emergencies and attend training sessions, club functions and committee meetings. Foreshore Community Service Permits enable the permit holder to park in ticketed bays without purchasing a ticket along both sides of Beach Road and in the designated public car parks. All time restrictions apply.

The recommendation in May 2023 for the 6-month permits recognised that summer is the peak time for life saving requirements and high demand for parking near beaches. Since the implementation of these new permits, life saving clubs have raised the need for Foreshore Community Service permits year round to support them to recruit and conduct life saving activities outside the summer peak.

The reduction in the fee of the Foreshore Community Service Permits to \$25 per permit per annum is in line with other Community Service permit fees. These fees were implemented to help cover



the administrative costs associated with issuing the permit and are reviewed through the annual budget process.

Council supports the important work Life Saving Clubs provide to our community by also providing dedicated bays for Elwood Life Saving Club between November and April 8am-11pm on Saturdays, Sundays and public holidays while also acknowledging the need to make sure parking is available to the wide range of people that wish to visit our wonderful beaches.

Foreshore Club permits

Foreshore Club permits allow holders to park in designated foreshore paid parking areas without paying while abiding by the time restrictions. This permit type was introduced in 2002 following the installation of paid parking restrictions along the foreshore to minimise impacts to existing clubs and currently cost \$150 per year (2023/24).

Prior to the review in May 2023, these permits were unlimited in number. In recognition of the high level of demand for parking at the foreshore, and the ability for all residents of Port Phillip to access residential foreshore parking permits, it was recommended in May 2023 to legacy existing permits and consider and consult on full removal of these permits in 2028 when the current Parking Management Policy expires. The date of legacy was from permits held in May 2023; an analysis of historic permit numbers shows slight fluctuations on these numbers that may warrant a review of the caps for each club. It is proposed that the following increases in the caps for legacy Foreshore Club Permits is appropriate:

- Sandridge Life Saving Club increase from 0 to 10
- Port Melbourne Life Saving Club increase from 1 to 10
- South Melbourne Life Saving Club increase from 6 to 10
- St Kilda Life Saving Club increase from 0 to 10
- Elwood Life Saving Club increase from 33 to 35



15. REPORTS BY COUNCILLOR DELEGATES

16. URGENT BUSINESS

17. CONFIDENTIAL MATTERS

17.1	VCAT Matter	369
17.2	JL Murphy Reserve Pitch 2 & Pitch 3 Upgrade Tender Award	369
17.3	Commercial Matter	369

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 VCAT Matter

3(1)(e). legal privileged information, being information to which legal professional privilege or client legal privilege applies.

Reason: This matter is subject to legally privileged VCAT settlement discussions. They are required to be undertaken in a confidential without prejudice manner.

17.2 JL Murphy Reserve Pitch 2 & Pitch 3 Upgrade Tender Award

3(1)(a). Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

Reason: Contractual negotiations regarding the procurement of services of this project are still being undertaken and finalised and the public releasing of the information in the report at this stage may negatively impair Councils ability to effectively negotiate and implement procurement arrangements.

17.3 Commercial Matter

3(1)(a). Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released

3(1)(e). legal privileged information, being information to which legal professional privilege or client legal privilege applies

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: This report will consider commercially and legally sensitive information that could impact Councils ability to manage an ongoing contract. Council will consider what information is to be released publicly.