



MEETING OF THE PORT PHILLIP CITY COUNCIL

AGENDA

19 NOVEMBER 2025



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MEETING OF THE PORT PHILLIP CITY COUNCIL

19 NOVEMBER 2025



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 midday on the day of the meeting via Council's website:

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



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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, 19 November 2025 at 6:30pm**. At their discretion, Councillors may suspend the meeting for short breaks as required.

AGENDA

- 1 **APOLOGIES**
- 2 **MINUTES OF PREVIOUS MEETINGS**
Minutes of the Meeting of the Port Phillip City Council 5 November 2025,
Minutes of the Special Meeting of the Port Phillip City Council 12 November 2025.
- 3 **DECLARATIONS OF CONFLICTS OF INTEREST**
- 4 **PUBLIC QUESTION TIME AND SUBMISSIONS**
- 5 **COUNCILLOR QUESTION TIME**
- 6 **PETITIONS, JOINT LETTERS & DEPUTATIONS** 5
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	<i>Nil</i>	

MEETING OF THE PORT PHILLIP CITY COUNCIL 19 NOVEMBER 2025



1. APOLOGIES

2. MINUTES OF PREVIOUS MEETINGS

RECOMMENDATION:

That the minutes of the [Meeting of the Port Phillip City Council held on 5 November 2025](#) and the [Special Meeting of the Port Phillip City Council held on 12 November 2025](#) be confirmed.

3. DECLARATIONS OF CONFLICTS OF INTEREST

4. PUBLIC QUESTION TIME AND SUBMISSIONS

5. COUNCILLOR QUESTION TIME

6. PETITIONS, JOINT LETTERS & DEPUTATIONS

6.1 *Petition - Resident Permit Parking in Garden City* 5

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6.1

PETITION - RESIDENT PERMIT PARKING IN GARDEN CITY

A Petition containing 48 signatures, was received via openPetition.

The Petition states the following:-

We, the undersigned residents of Port Phillip, call on the City of Port Phillip Council to protect existing residents' access to on-street parking by (a) issuing resident permit parking and (b) excluding the Barak Beacon redevelopment from eligibility for Council-issued resident parking permits.

The Barak Beacon site is being redeveloped by the Victorian Labor Government into a large high density housing complex. This project has already caused severe parking disruption across Garden City, with construction workers occupying most available street spaces and creating congestion and access issues for long-term residents.

The problem will become far worse when the redevelopment is completed. Hundreds of new residents will compete for already limited street parking, and the situation will be compounded by the Fishermans Bend urban renewal area, which will bring further high-density development and traffic into the same precinct.

Additionally, the new school on Williamstown rd will add daily traffic and parking pressure on Garden City's residential streets, an area never designed to accommodate this level of demand.

We therefore request that the Council:

- 1. Implement residential parking permits in the Garden City area*
- 2. Ensure the residential parking permit boundaries exclude all new addresses created within the Barak Beacon redevelopment.*
- 3. Confirm publicly that new tenants or owners within the Barak Beacon project will not be eligible for local resident parking permits.*
- 4. Enforce construction parking management plans to prevent workers from occupying residential streets within Garden City.*
- 5. Develop a coordinated parking strategy that accounts for the cumulative impact of the Barak Beacon redevelopment, Fishermans Bend growth, and the new school.*

Reason

Without these protections, residents will face long-term parking shortages, increased congestion, and safety risks across the Garden City neighbourhood.

RECOMMENDATION

That Council receives and notes the petition and provides a response to a future Council meeting.

ATTACHMENTS

Nil



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7.1 PRESENTATION OF CEO REPORT – SEPTEMBER 2025 ISSUE 122

EXECUTIVE MEMBER: ROBYN BORLEY, GENERAL MANAGER, GOVERNANCE AND PERFORMANCE

PREPARED BY: SAMUEL GEORGI, 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 The CEO Report is a key mechanism for providing Council with regular updates on organisational performance and activities. It reflects our commitment to transparency, accountability, and keeping our community informed.
- 2.2 The attached CEO Report – September 2025 Issue 122 – First Quarter Review (Attachment 1) focuses on Council's performance for Quarter 1 (July to September) 2025.

3. RECOMMENDATION

That Council:

- 3.1 Notes the CEO Report – September 2025 Issue 122 – First Quarter Review (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 a material or general interest in the matter.

ATTACHMENTS 1. CEO Report - September 2025 Issue 122 - First Quarter Review





CEO Report

Issue 122

Q1 July to September 2025/26

Wominjeka. Council respectfully acknowledges the Traditional Owners and Custodians of the Kulin Nation. We acknowledge their legacy and spiritual connection to the land and waterways across the City of Port Phillip and pay our heartfelt respect to their Elders, past, present, and emerging.



City of Port Phillip

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Diversity

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Welcome to the Q1 report – an update on our progress towards the Plan for Port Phillip 2025–2035.

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Message from the CEO

Welcome to the Q1 2025 CEO Report, which provides an update on the priorities that Council has set for me and the organisation. The report highlights key achievements on programs and projects during the quarter in alignment with our organisational priorities.

Deliver the Council Plan

Following extensive consultation, our Plan for Port Phillip (including budget) 2025–35 was adopted in June 2025. This plan sets a strong direction for the next four years, with a focus on community safety, connection, and cohesion.

During Q1, we advanced our community safety priority through several initiatives. Safety and amenity upgrades commenced at Woodstock Street carpark, and work progressed on renewing the public place CCTV system. We launched ‘Coffee with a Cop’ sessions in South Melbourne and St Kilda, and published the Trauma Aware Port Phillip Toolkit, providing guidance on responding to trauma with empathy and inclusion. In mid-September, Council endorsed the draft Feel Safe. Be Safe. Community Safety Plan 2025–2029 for further community engagement.

Our overall project portfolio delivery status for Q1 shows 81% of projects on track, 12% at risk, and 7% off track—an improvement on previous quarters. We were proud to complete two major projects in Q1 – The JL Murphy Reserve upgrade delivered in

partnership with the Victorian Government and the Port Melbourne Skatepark redevelopment creating a vibrant hub for youth, skating culture, and community connection.

While Q1 is typically quieter for events, highlights included the annual Acland St Father’s Day Car Show and the return of Connor’s Run, which raised over \$1.3 million for brain tumour research. Planning for summer is now well underway, including preparations for the 2026 St Kilda Festival, Pride March and a busy foreshore calendar.

Governance and Advocacy

In September, Council adopted a revised set of Governance Rules, aligning with the Local Government Act 2020 and introducing practical changes to support more inclusive, transparent, and efficient decision-making. These updates have already strengthened our governance framework, with recent Council meetings demonstrating clearer processes and enhanced opportunities for community input.

We also commenced the Critical Incident Capability Maturity Project to strengthen organisational resilience and readiness for complex emergencies. The project team has delivered a baseline maturity assessment, established a cross-organisational governance framework, and drafted a Critical

Incident Management Policy integrating emergency management, business continuity, and crisis leadership.

Another milestone was the release of our inaugural Advocacy Annual Report 2024/25, marking a significant step in our commitment to transparent, proactive, and community-driven advocacy. This report summarises key issues championed, partnerships formed, and tangible outcomes delivered for our community. Highlights include \$1.5 million committed for CCTV improvements and over \$8 million in competitive grants for projects such as the St Kilda Foreshore landside development, St Kilda Adventure Playground, Elster Creek water quality improvements, and various road safety initiatives.

Community, Stakeholder and Customer

Our ASSIST team remains a vital contact point for the community. In Q1, we received 36,089 service requests, with 90 per cent resolved on time, exceeding our 85 per cent target. Common requests included hard waste bookings, dumped rubbish collection, illegally parked vehicles, changes to bins, street and laneway cleaning and graffiti removal. We also handled 1,646 complaints, resolving 95 per cent within the target timeframe, well above our 80 per cent target.

A big success story this quarter was the transition from paper-based Residential, Foreshore and Combined parking permits to a streamlined digital system delivered through the OneCouncil platform. This change has significantly improved service delivery, reducing wait times and eliminating the need for physical permits. It is expected to save approximately 21 days of staff time and an estimated 28,400 days each year of time residents spend waiting for permits. We also improved customer communication for tree pruning requests, resulting in better on-time service completion.

Community engagement continued strongly in Q1, with feedback sought on initiatives such as Shaping Bay Street in Port Melbourne, Yani Barripbarripuyt – bringing the Shrine to Sea Masterplan to life, and Don't Waste It! Our draft Waste and Recycling Strategy. We also reported back to community on projects including the Proposed Changes to Dog On- and Off- Leash Restrictions, Sport and Active Recreation Strategy and the Homelessness and Affordable Housing Strategy.

Finance, assets and value for money

Council continues to maintain an overall low risk rating using the Victorian Auditor General's Office financial sustainability indicators. We will be providing data on our current financial status in our upcoming Q1 Financial Report, which can be found in the Council Meeting minutes on our website.

We are reviewing costs, revenue, service levels, and performance of each Council service with councillors, with Q1 briefings informing the 2026/27 budget. At the same time, our revised Asset Management Policy has strengthened our framework for managing property assets, ensuring alignment with best practice and long-term service delivery goals, and delivering best value for the community.

Culture and capability

We made strong progress against People, Culture and Safety priorities. A key achievement was the successful negotiation of a new Enterprise Agreement 2025, endorsed by staff and approved by the Fair Work Commission, effective from 16 September.

With the release of the Plan for Port Phillip 2025–35, we developed a four-year plan to ensure workplace capability aligns with strategic objectives. Safety initiatives included enhanced risk assessment resources, development of a new Child Safe Action Plan, and progress on our Wellbeing Plan, including support for RUOK? Day. We also delivered a Jewish Immersion Program for 25 staff to raise awareness of Jewish culture, recognising the diversity within our community.



Chris Carroll

CEO, City of Port Phillip



Strategic direction 1

A healthy and connected community



Ride2Work Day 2025 at South Melbourne Market



Major initiatives 2025/26

Council delivers multiple projects that contribute to **a healthy and connected community**. Following are the major initiatives (priority projects) we are starting, continuing or completing in 2025/26.

Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
Accessibility Action Plan Review and develop a new Accessibility Action Plan.	Delivery		Review of current Accessibility Action Plan completed. Based on the review, a new draft Accessibility Action Plan has been developed, and it is undergoing internal consultation ahead of consideration by Councillors at a Councillor Briefing in December 2025 with intended community exhibition and engagement in Q3 2025/2026.	2026	Operating Budget	
Affordable housing and homelessness Development of a new 10-year homelessness and affordable housing strategy	Delivery		Stage 1 community engagement and preparation of a draft strategy complete. Preparation for Stage 2 public exhibition of the draft strategy and consultation regarding implementation priorities underway. \$1.6M budget inclusive of \$650K 25/26 and \$1M deferral to fund final instalment of Wellington Street Common Ground (planned opening October 2026).	Jun 2035	1,600	1,600



Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
Children's Facilities Upgrade Program Redevelop six Council and community-managed childcare centres across the municipality to improve condition and functionality.	Discovery & Concept/Planning & Design		On Track projects include: - Clarendon Street: Submission for building permit being prepared. - Elwood Final: Submission for building permit being prepared. - The Avenue: Business Case approved; Request for Tender released to market. - Lilian Cannam: Progressing detailed construction drawings. - North St Kilda: Currently in Town Planning. At Risk projects: - Eildon Road: Business Case approved, Request for Tender released, delays with Building Permit application.	Nov 2031	2,860	3,014
Children's Services Policy Renew the Children's Services Policy to drive program and supports for families.	Project Initiation		During September data collection has been undertaken for the State of Children report, which is a key input into the renewal of the Children's Services Policy.	Oct 2026	45	45
Community Infrastructure Plan Develop a municipal-wide Community Infrastructure Plan.	Project Initiation		Consultant Engagement: SGS Economics and Planning was engaged in early September to lead the development of the Community Infrastructure Plan (CIP), including strategic review, stakeholder engagement, analysis, and finalisation of the Plan. The engagement process officially commenced on 6 October 2025. A range of methods are being used to gather input from community members and stakeholders, ensuring diverse voices are heard.	Jun 2026	60	60



Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
St Kilda Adventure Playground Upgrade A multi-year project to plan and deliver upgrade works to St Kilda Adventure Playground.	Planning & Design		The project is at risk of missing current milestones due to a revised procurement approach. Landscaping and clubhouse works will now be procured separately. The Gate 4 Business Case for landscaping will update project milestones as reflected below. Procurement for the landscape construction contractor remains on track for November. Design is at tender stage with final internal feedback received.	Jun 2027	1,160	1,438

Legend ● On Track/Complete ◆ At Risk ■ Off Track

Affordable housing and homelessness

Homelessness and Affordable Housing Strategy

A draft Homelessness and Affordable Housing Strategy was endorsed on 17 September for stage 2 community engagement, which will commence on 6 October. The draft strategy outlines five objectives and 51 actions:

- Objective 1: Strengthen community responses to homelessness
- Objective 2: Enable access to social housing
- Objective 3: Improve access to affordable and key worker housing
- Objective 4: Support stability in the private rental market
- Objective 5: Strengthen places that support housing stability and homelessness solutions

Engagement detail will be posted on our [News and media](#) page



Stage one engagement 'pop-up' at O'Donnell Gardens

Ageing and accessibility

Positive Ageing Policy and Accessibility Action Plan

- We continue to implement the Positive Ageing Policy, with libraries offering digital literacy and cyber awareness classes.
- Implementation of the Accessibility Action Plan continues, with neuro-sensitive toys and supports introduced at St Kilda Library.

Grants and funding

- The Seniors Festival Events Grants Program awarded funding to 20 community applicants to host events during the Seniors Festival.
- Additionally, we delivered several activities and initiatives that encourage diverse participation, including First Nations people, isolated men, seniors with disability, and LGBTIQ+ communities. These activities were funded via an Active Living grant of \$3,550 and a top-up of \$10,000.
- For the 2025/26 Diversity and Ageing Support Grants, 22 applications were recommended for funding, with \$21,400 committed from the available \$22,475. These projects are expected to benefit approximately 1,401 residents.

Programs and engagement

- The Library Service Adult Programs team contributed four events, including a film screening, line dancing, a writing panel and a friendship workshop.
- A new initiative, the Festival Friend, offers volunteer companions at selected events to support attendees participating alone.



Seniors Festival volunteer committee members and event hosts

Children's services

Every Child, Our Future: Children's Service Policy

Early Childhood Educators' Day was celebrated with staff and families in our five early education and care services on Wednesday 3 September. These activities are an important recognition of the high-quality service the educators provide each and every day to children receiving care through our services.



Grateful messages from families to educators on the Early Childhood Educators' Day Recognition Tree at Clark Street Children's Centre

Community building and inclusion

Policies, Plans and Strategies

We progressed several key inclusion policies in Q1:

- Gender Impact Assessments (GIAs): Five GIAs were completed under the *Victorian Gender Equality Act 2020*.
- Reconciliation Action Plan 2025–2027: A working group was established to guide implementation, with ongoing collaboration with the Indigenous community.
- LGBTIQ+ Action Plan: We supported regional youth engagement through the Wear It Purple bookmark competition and launched the Queer Social Club at St Kilda Library
- Multicultural Strategy: Development is underway, with completion by October 2026.

Program highlights and outcomes

- We delivered a Jewish Immersion Program for 25 staff to raise awareness and address antisemitism.
- During NAIDOC Week, we hosted a moving cultural event at St Kilda Town Hall featuring a Welcome to Country, Yidaki performance and Smoking Ceremony.
- We endorsed 53 community grant applications from 38 organisations, allocating \$270,835.90 to support inclusion, participation, and innovation.



Flag raising Ceremony for NAIDOC Week, St Kilda Town Hall

Families and young people

Every Child, Our Future: Children's Service Policy

In Q1, we delivered the following as part of our families and young people service:

- Preparations progressed for an outdoor Supported Playgroup, informed by the community and surrounding council's consultation.
- The Early Education Grant was renewed, with increased uptake supporting 21 children to access childcare through the grant.
- Nature-based programs at Adventure Playgrounds and the EcoCentre strengthened environmental learning and community engagement.
- Spring school holiday programs fostered creativity, wellbeing and practical skills through child-led activities.
- Over 30 young people participated in a vibrant youth program, with strong collaboration from Council's Libraries.
- A child-led footy match at Skinners Adventure Playground showcased youth leadership and family engagement.

Family Services

We secured a Children's Week Grant to deliver a community celebration at Skinner's Adventure Playground on 22 October, themed 'All children have rights!'. The event was shaped by children's voices gathered through engagement across Council programs, ensuring it reflects their ideas and encourages conversations about rights in a playful, inclusive setting.

Middle Years and Youth Services (MYYS)

The Thrive – Youth Pathways Program commenced, supporting young people aged 16 to 25 to gain practical skills for work or study. Thirteen participants completed First Aid, CPR and White Card training, with further sessions to follow. Informed by local feedback, the program connects youth with industries facing staffing challenges and expands opportunities through partnerships with South Melbourne Market and others.

Health

Service Delivery

In Q1, we delivered the following services as part of our public health responsibilities:

- inspections of registered prescribed accommodation premises including rooming houses, backpackers, hotels and motels as required under the *Public Health & Wellbeing Act 2008*
- annual high school immunisation program for year 7 and 10 students. Vaccines administered are for the Human Papilloma Virus, Meningococcal ACW virus, and a combined vaccine for Diphtheria, Tetanus and Pertussis
- annual food sampling and testing program as required under the *Food Act 1984*. 220 food samples were obtained over the calendar year from registered food premises across the municipality and laboratory tested for microbiological quality, correct composition and labelling requirements
- 726 food premises inspections across the municipality. All major non-compliances identified have been followed up as required.

Public Health and Safety Actions

We prosecuted a food premises, trading as Lux Kebabs at 25 Fitzroy St, St Kilda, in relation to repeated and aggravated offending relating largely to cleanliness and pest control. The proprietor of the business pleaded guilty to 18 consolidated charges under the *Food Act 1984*. Sentencing occurred in July 2025 with fines and costs to a total of \$62,524 imposed. The property lease was not renewed, and the premises ceased trading in August 2025.

Maternal and child health (MCH)

Every Child, Our Future: Children's Service Policy

In Q1, we delivered the following as part of our MCH service:

- outreach consultations helped identify and support families experiencing vulnerability, improving health and wellbeing outcomes.
- families accessed legal support through a new Health Justice Partnership, improving safety and stability.
- Fathers built stronger connections with their children and community through the Dadfit program.
- families gained practical knowledge about child health and emergency care through sessions with Ambulance Victoria.

Southside Justice Partnership

Following a successful pilot, a 12-month Health Justice Partnership began between Southside Justice and the MCH Service. Families facing legal issues affecting safety or housing received free, confidential advice. Nine families accessed support through 16 appointments, with sessions held monthly at Bubup Nairn and Bubup Womindjeka.

Dadfit Program

The MCH Service supported Port Phillip's first Dadfit program. Over five weekly sessions, more than 20 fathers engaged in physical activities, peer support and parenting workshops. The program helped dads connect with their children and community, with feedback highlighting its impact on wellbeing and presence in parenting.

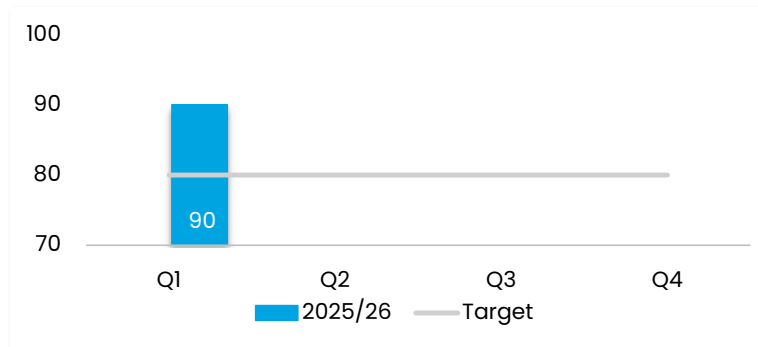


Fathers attending Dadfit

Service performance measures

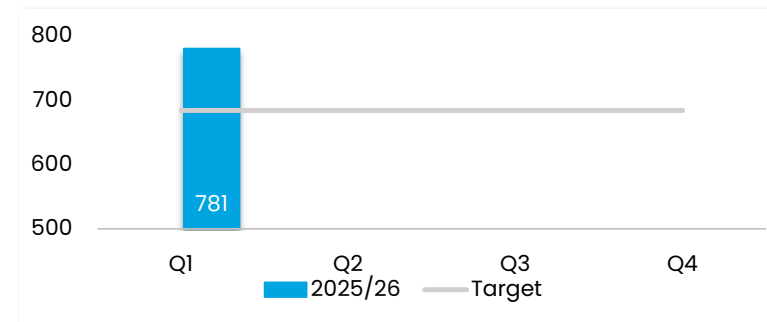
This is the first time we are reporting on some performance measures, and therefore historical data is not available for those indicators.

Percentage of diversity, equity and inclusion actions on track



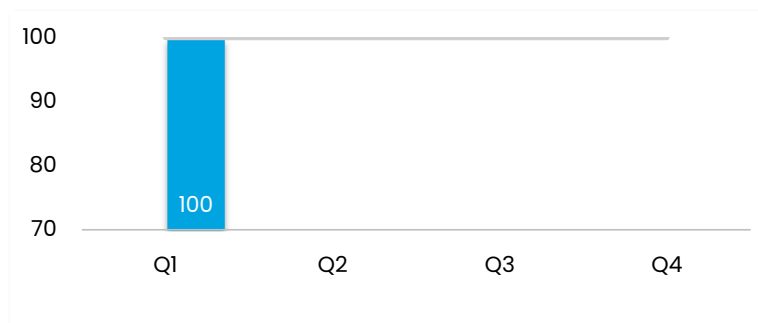
In Q1 2025 90 per cent (121 out of 135) of actions across DEI action plans – Accessibility, Gender Equality, LGBTQIA+ and Positive Ageing are on track.

Number of Integrated Family Service (IFS) hours delivered in line with funding requirements.



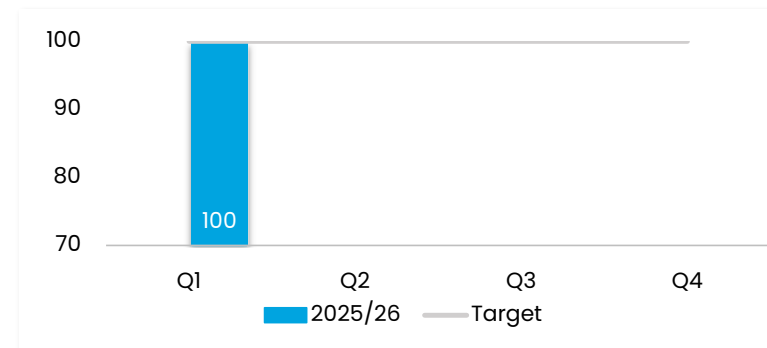
In Q1 2025 saw an increase in referrals from IFS programs due to client need and higher than average brief intervention hours recorded for July and August.

Percentage of food samples obtained per required number of foods samples.



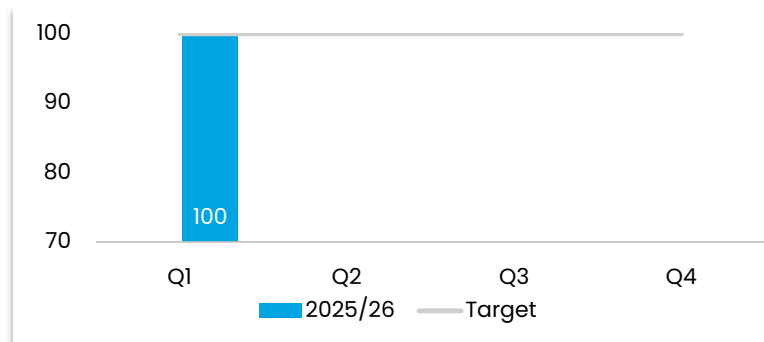
In Q1, 100 per cent of food samples were obtained per required number of food samples, which meets the 100 per cent target.

Critical and major food safety non-compliance outcome notifications



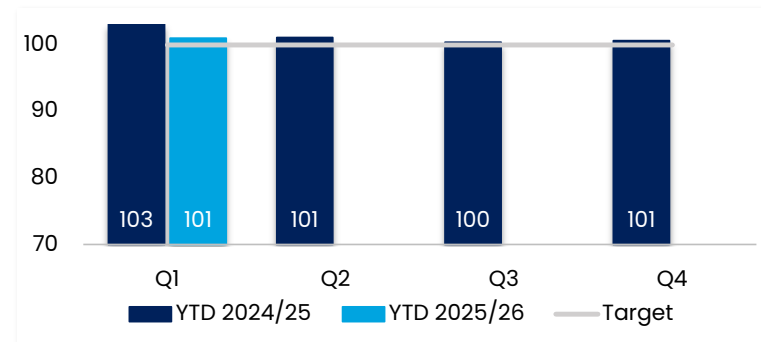
All major and critical non-compliance notifications identified year-to-date have been followed up

Required food safety assessments undertaken.



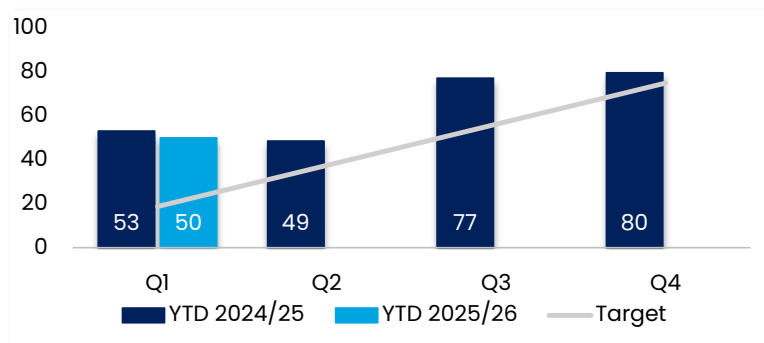
In Q1, 100 per cent of required food safety assessments have been completed year-to-date, with 200 of 234 premises assessed, including 66 this quarter. The total number of premises may vary as businesses open or close throughout the year.

Infant enrolments in maternal and child health (MCH) services



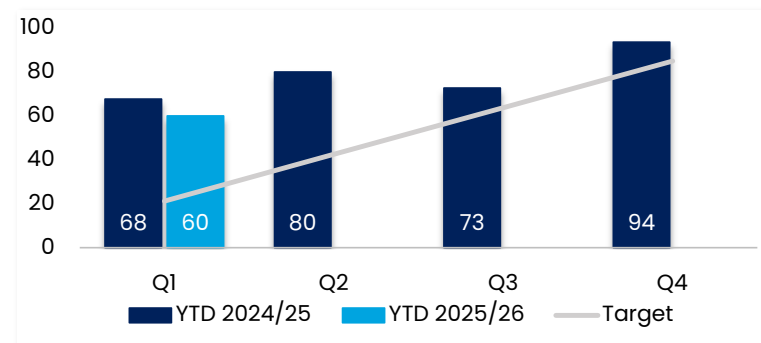
In Q1 2025, 101 per cent of infants enrolled in the MCH service received a home visit. This figure exceeds 100 per cent due to visits made to infants who transferred from another local government area without a birth notice, and to those whose birth notice was received in the previous period, but the visit occurred this quarter.

Participation in maternal and child health services



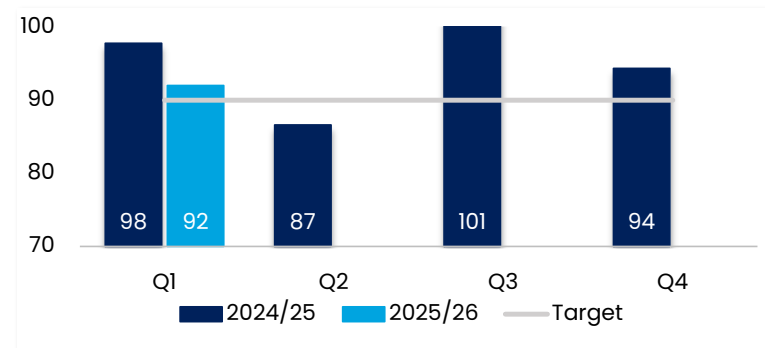
In Q1 2025, 50 per cent of children enrolled in the MCH service received a visit. We are on track to meet our annual target of more than 75 percent participation. Not all enrolled children were due to be seen in Q1.

Participation in maternal and child health services by Aboriginal children



In Q1 2025, 60 per cent of Aboriginal and Torres Strait Islander children enrolled received a visit. We are on track to meet our annual target of more than 85 per cent participation. Not all children were due to be seen in Q1.

Participation in 4-week key age and stage visit



In Q1 2025, 92 per cent of Aboriginal and Torres Strait Islander children enrolled in the MCH service received a visit, which exceeds our target of 90 per cent participation. Not all children are due to be seen in Q1.



Strategic direction 2

An environmentally sustainable and resilient City



Rooftop solar panels

Major initiatives 2025/26

Council delivers multiple projects that contribute to **an environmentally sustainable and resilient community**. Following are the major initiatives (priority projects) we are starting, continuing or completing in 2025/26.

Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
EcoCentre Redevelopment Design and construct a new environmentally sustainable education centre.	Delivery		The project has reached a significant milestone with Practical Completion now issued, and the EcoCentre team has officially moved into. While the physical works are complete, the project remains off track from an administrative standpoint while project closure documentation is completed. This includes ensuring any building defects issues are identified and addressed.	Apr 2025	219	-
Greening Port Phillip Implement the Urban Forest Strategy by delivering urban forest projects across the municipality, increasing canopy cover, greening and biodiversity while reducing the urban heat island effect.	Discovery & Concept/ Planning & Design		The program is on track. First Urban Forest Precinct Plan has been adopted and the next two have begun. Understory planting of Fred Jackson Reserve and Sandridge Beach is about to begin. Project feasibility and service testing is starting for all the street tree planting projects. Over 800 trees planted so far this year during the planting season.	Ongoing	1,563	1,563
HVAC, Air and Energy Deliver the HVAC Air and Energy Improvement Program to reduce energy consumption and greenhouse gas emissions of Council assets.	Project Initiation/ Planning & Design		The program remains on track. The new HVAC system at Port Melbourne Town Hall was successfully installed in August, with final project activities completed in September as it entered the defects liability period. Electricity sub-meter installations at St Kilda Library and the South Melbourne Operations Centre are also complete. Preparation is underway for the final FY2025/26 project—Gas Cooktop Replacement.	Jun 2029	492	509

Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
Provision of Kerbside Collection Contract Provision of Kerbside Collection Contract including specification, development, procurement, transition and implementation of new waste and recycling collection contract.	Discovery & Concept		The project is at risk as the tender award has been delayed by two months to October 2025. Probity assurance for procurement of the new contract has been concluded and a Council report with recommendation is being finalised ahead of being presented to Councillors in mid-October. Despite the delay, the time lost is recoverable across other project activities and it is still expected that a new contract (or contract extension) will be in place by the end of the current contract in 2026.	Nov 2026	49	85
Stormwater Harvesting Conduct feasibility and concept designs of potential stormwater harvesting schemes across the municipality and make sure existing assets are maintained and renewed.	Project Initiation		The Elwood Park Expansion Stormwater Harvesting Scheme and Elwood Canal Planting projects are on track and scheduled for completion in June 2028. Both projects are now at the detailed design stage.	Jun 2034	425	425
Waste Transformation Program Implement the revised Integrated Waste Management Strategy, including roll-out of the Recycling Victoria four-service model.	Delivery		The project is on track with the draft waste and recycling strategy currently out for consultation. Project planning is underway for the glass rollout and bin standardisation project.	Jun 2028	685	685



Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
Water Sensitive Urban Design Annual program to deliver raingarden investigations, new raingardens and renewal of existing raingardens to ensure they function effectively to clean stormwater runoff.	Project Initiation/Delivery		Project is At Risk due to a delay in forward investigations due to resourcing requirements. Current projects are being delivered with the site kick-off for Dorcas Street completed, along with notice of upcoming works for WSUD Pickles Street construction.	Jun 2034	255	255

Legend ● On Track/Complete ◆ At Risk ■ Off Track

Environmental sustainability

Act and Adapt: Sustainable Environment Strategy

Implementation of the Act and Adapt: Sustainable Environment Strategy 2023–28 is progressing steadily, with 73 per cent of projects on track and 10 per cent completed.

Key achievements in Q1 include:

- The first public EV fast charging licence was signed in June, with design underway for the Park Street, South Melbourne site.
- The Private EV Kerbside Charging project was a finalist in the 2025 MAVlab Innovation Awards, recognising our leadership in piloting new technology.
- The new EcoCentre in St Kilda Botanic Gardens was completed in July, now home to the Port Phillip EcoCentre.
- The 20th Annual School Sustainability Festival welcomed over 200 students and teachers from 21 schools at St Kilda Town Hall.
- The second Environmental Leaders course for 2025 concluded with a Pitch Night in September.
- Residents can now access the Home Upgrades for Climate Resilience workbook, developed with the Castlemaine Institute, offering practical advice for improving climate resilience in typical Port Phillip homes.



Environmental Leaders and School Sustainability Festival

Flood and water management

In Q1, we progressed several initiatives to improve flood and water management:

- Completed detailed design for a bioretention swale on Pickles Street using water sensitive urban design.
- Assessed three raingarden sites in Port Melbourne; two will proceed to design and construction.
- Began renewal of soakage pits along Beaconsfield Parade to address stormwater ponding.
- Continued flood mapping work with Melbourne Water, including a demarcation workshop to clarify responsibilities.
- Convened agencies to explore governance for smart rainwater tanks in Fishermans Bend.
- Held an internal workshop to identify future actions for flood risk planning and response.

Sustainable water management in Pickles Street

On Pickles Street in South Melbourne, a forward-thinking stormwater solution is taking shape. We've completed the detailed design for a bioretention swale, an innovative alternative to traditional pipe upgrades. This nature-based system uses water sensitive urban design (WSUD) principles to manage runoff more sustainably. Instead of directing stormwater through underground pipes, the swale filters and absorbs it through vegetation and engineered soil layers, improving water quality and reducing flood risk. It also enhances the streetscape with greenery, supporting biodiversity and creating a more pleasant urban environment. This project reflects a growing shift toward resilient, eco-friendly infrastructure that works with nature rather than against it. Construction is planned for this financial year.

Urban greening

Urban Forest Strategy

- Urban forest and species-specific tree management plans are progressing across multiple neighbourhoods.
- Tree planting is ahead of target, with planning underway for the 2026 season.
- Feasibility studies are assessing canopy potential and design options for priority streets.
- Community-supported designs are underway for a new nature strip and garden plots.
- Biodiversity planting and new signage are enhancing habitat and community engagement in open spaces.

Greening Balaclava and St Kilda East

The Urban Forest Precinct Plan for Balaclava and St Kilda East is designed to help us meet the Urban Forest Strategy's target of achieving 30 per cent street canopy and 40 per cent public space canopy by 2040, up from the current 25 per cent and 31 per cent, respectively.

Recognition for excellence in Community Engagement

The Urban Forest Strategy is a finalist in the Engagement Institute Awards (IAP2). The award is a highly competitive award in Australia and New Zealand to build awareness, contribute to the practice and recognise excellence in community engagement [Core Values Awards – Engagement Institute](#).



New signage on communal garden beds in open space

Waste management

Don't Waste It! Integrated Waste Management Strategy

- Bin Audits: Our auditors are back out on the streets and auditing household bins presented to the kerb. Bin audits are the main way we identify areas for improvement in bin use in our community.
- Container Deposit Scheme Cage Trial: The cages for our Container Deposit Scheme Cage Trial have been fully rolled out to 80 locations across the municipality. They have seen active and mostly correct use and have been well-received by the community. The trial will run until February.
- Provision of Kerbside Collection Services: Procurement and probity processes for the kerbside waste collections contract have been completed with recommendations scheduled for presentation at the 15 October 2025 Council meeting.
- Sustainability Incursions and Storytime at Childcare Centres and libraries: our green waste processor, Repurpose It, has started supporting worm farm incursions at our Childcare Centres. We have had 4 childcare centre incursions and 4 sustainability story time sessions. Highlights have included learning the Auslan sign for worms, and parents, carers and grandparents as well as kids getting the opportunity to hold the worms.

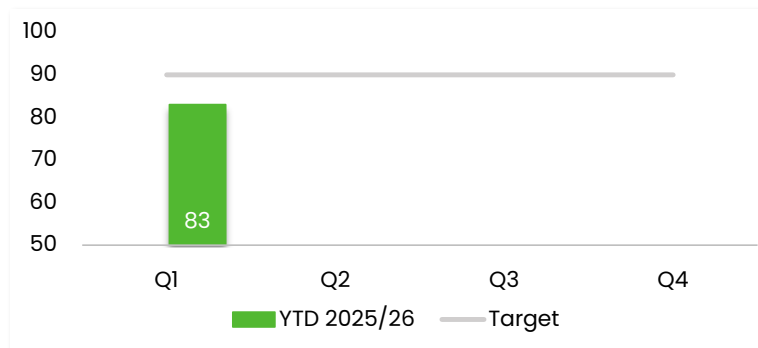
Clearer Communication Leads to Better Bin Service Outcomes

Our Waste Operations team has achieved outstanding results by improving communication with residents requesting bin repairs or replacements—over 6,000 requests annually. Previously, unclear communication led to missed deliveries, rework, and a customer satisfaction score of 3.7 out of 5. In response, the team introduced a new process: calling customers when bins couldn't be located, leaving cards for missed deliveries, and setting clear callback protocols. Supported by training and a consistent team approach, these changes have significantly reduced complaints and follow-ups. Customer satisfaction has since risen to 4.5 out of 5, with many residents now leaving glowing feedback. This is a great example of how small process improvements can deliver big results for our community.

Service performance measures

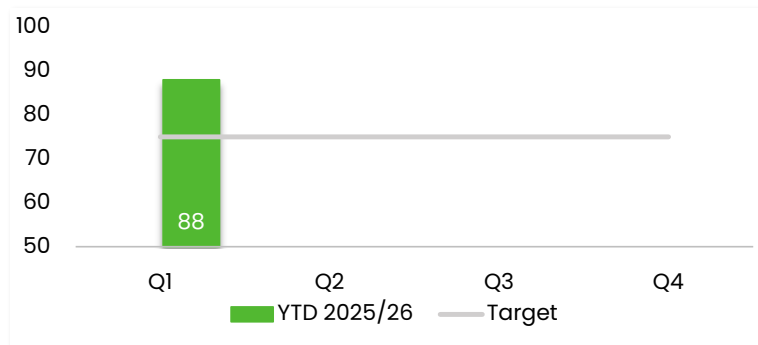
This is the first time we are reporting on some performance measures, and therefore historical data is not available for those indicators.

Percentage of Act and Adapt Sustainable Environment Strategy 2023-2028 and Climate Emergency Action Plan 2023-28 actions on track and complete



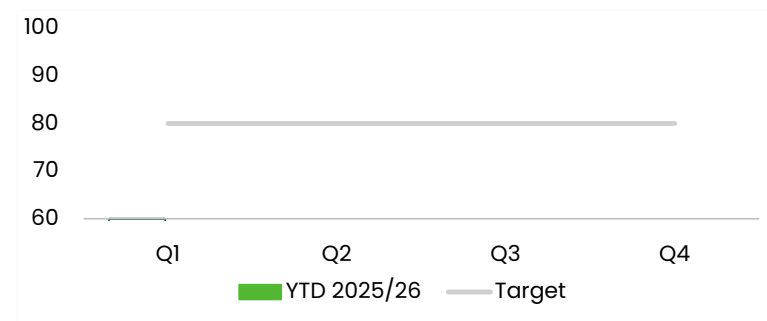
In Q1 2025 83 per cent of projects and actions that fall within the Act and Adapt strategy initiatives that are either on track or complete based. A new project has begun meaning this measure now reports on 48 actions.

Percentage of Urban Forest Strategy actions on track



In Q1 2025 88 per cent of Urban Forest Strategy actions are on track which exceeds our target of more than 75 per cent.

Percentage of actions in new Integrated Waste Management Strategy reported as on-track



The new strategy has yet to be adopted, so no actions have been commenced or completed.



Strategic direction 3

A safe and liveable City



M.O. Moran fenced dog off leash park



Major initiatives 2025/26

Council delivers multiple projects that contribute to **a safe and liveable City**. Following are the major initiatives (priority projects) we are starting, continuing or completing in 2025/26.

Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
Bike Infrastructure Program Deliver the Bike Infrastructure Program to improve opportunities for active transport.	Discovery & Concept/Delivery		Inkerman Street project on track with detailed design and DTP approvals currently progressing. Park Street Bike Link is 90% complete subject to minor civil works and awaiting DTP signal changes.	Dec 2025	672	761
Blackspot Safety Improvements, Integrated Transport Strategy & Local Area Traffic Management Infrastructure Deliver a range of transport safety and strategic transport projects in accordance with Council's Move, Connect, Live Integrated Transport Strategy 2018-28.	Project Initiation/Delivery		The Transport team has submitted four separate projects for consideration under the 2025 Federal Blackspot Program. Delivery of previously approved Blackspot projects are on track. (001941, 001844) We are developing a Road Safety Strategy and Action Plan. A draft of the strategy will be presented to councillors in November, ahead of community engagement and formal adoption in the first half of the 2026 calendar year. All actions within the Integrated Transport Strategy are either on track or have been completed.	Jun 2025	960	928
Community Safety Plan Create and implement a new Community Safety Plan to enhance the safety and resilience of our community.	Delivery		The draft Community Safety Plan was released for community feedback at the Council meeting on 17 September. Community engagement will run from 6 October to 2 November.	Dec 2025	Operating Budget	

Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
Develop a new Graffiti Management Policy and Guidelines Develop a new Graffiti Management Policy and Guidelines to ensure graffiti is being managed effectively across the municipality.	Delivery		The policy has been developed with relevant internal stakeholder consultation. Operational Guidelines have been developed in conjunction with the policy.	Oct 2025	Operating Budget	
Dogs Off-Leash Guideline Implement actions from the Dog Off-Leash Guideline, including engagement, signage and changes to off-leash areas.	Delivery		Implementation of the Dog Off-Leash Guideline is on track. Council adopted updates to several dog off-leash areas in August 2025, and these areas are now gazetted under the new Council Order. Council's website, maps and signage along the Foreshore and in our dog off-leash parks are being updated in line with these changes. New signage will start being installed prior to the beginning of summer (1 November 2025).	Jun 2026	232	200
Elwood Foreshore Masterplan Implement the Elwood Foreshore Masterplan. The program includes integration with the impacts Melbourne Water's project to upgrade Elwood Main Drain.	Project Initiation/ Delivery		Overall, the program is at risk, pending the appointment of the Program Director, which is underway. The next stage of design for the masterplan is underway, with minor updates occurring. A design workshop was in September with key internal stakeholders, and this will be followed up by a second workshop in October. Projects to be delivered following the Melbourne Water Main Drain works are in design stages – including upgrades to Head Street, Elwood Croquet Club, and the Head Street sportsgrounds. Melbourne Water have delayed their start date moving council's reinstatement program by 12 months.	Jun 2035	899	860



Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
Fishermans Bend Oversee the delivery of the Fishermans Bend Framework. Including new open space capital projects.	Concept & Delivery/Delivery		We are working with the State Government on local infrastructure projects that will be delivered by Council that are being funded by developers through the Fishermans Bend Development Contributions Plan (DCP). This has included mapping out risks, issues, resourcing and processes. Advocacy has continued to the State Government highlighting ongoing delays to the finalisation of the DCP and Montague Precinct Implementation Plan as well as concerns about the failure of the State Government's recently released Integrated Transport Plan to commit funding and a timeline for the delivery of public transport. Master planning for Sandridge Recreation Precinct is underway.	Jun 2029	4,528	1,868
Footpath Renewal and Upgrade Program Deliver an increased program of footpath renewal and upgrades throughout the city and new footpaths in areas such as Fishermans Bend to make sure the community has safe ways to walk across the city.	Project Initiation/ Discovery & Concept		Overall, the footpath renewal program is on track. Three works packages for footpath renewals have been awarded, two of which have commenced and the last is due to commence in October with all renewal works to be completed by the end of November. The Jackson St footpath project is at risk due to a development on Fitzroy St that may impact the ability to undertake construction work as planned. Options are currently being investigated for this. All other remaining projects are on track for design and construction, respectively.	Jun 2034	1,516	1,466



Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
Foreshore Management Plan and Coastal Adaptation Plan Renew the Foreshore Management Plan and development of a Coastal Adaptation Plan Stages 1-4 (of 7) as required by the State Marine and Coastal Act 2018.	Planning & Design		The project is at risk due to tight timelines for completion. A series of stakeholder engagements has been successfully completed, including sessions with State Agencies, the Community Reference Group, and a site tour. Feedback from stakeholders for the current project stage has been reviewed and considered as part of ongoing project planning.	Jun 2026	526	526
Heritage Implementation program Deliver the City of Port Phillip Heritage Program to protect locally significant heritage places, enhancing the character and identity of our local neighbourhoods.	Delivery		Three heritage planning scheme amendments are awaiting approval by the Minister for Planning to progress. The current focus of the heritage program is on managing the potential impacts of flooding on heritage places. A consultant will be engaged to undertake technical work to inform this issue. Scoping of the Heritage Strategy is underway.	Jul 2031	58	58
Municipal Emergency Management Plan (MEMP) Review and renew the Municipal Emergency Management Plan (MEMP) for City of Port Phillip.	Delivery		The Port Phillip Municipal Emergency Management Planning Committee completed the MEMP revision by 30 June. The Southern Metro Regional Emergency Management Planning Committee endorsed the plan in August, pending minor amendments. The amendments are being finalised, and the plan will be uploaded to Council website by 31 October.	Oct 2026	Operating Budget	



Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
New Fenced dog park Deliver a program of new fenced dog parks across the city to cater for growing demand.	Project Initiation		The project is on track. The park has been changed to a designated off leash area under the local law. Investigations are underway to survey the park to guide the design of the new dog park.	Oct 2027	60	60
Open Space and Tree Maintenance Procurement Deliver the open space and tree maintenance procurement project to make sure, the City's open spaces and urban forest are well maintained.	Project Initiation		The project is on track. During September, a robust evaluation process continued including interviews, best and final offers, reference checks and final consensus scoring for both tenders. The evaluation report is currently being finalised and reviewed by the probity advisor ahead of it being presented to Council in October for the award of both contracts.	Apr 2026	32	70
Open Space Development Program Invest in Council's recently acquired properties in St Kilda East, Balaclava and St Kilda to turn them into open spaces for local communities.	Project Initiation/ Planning & Design		All projects are progressing, with feasibility, design, and construction underway across multiple sites. Lansdowne Rd: A design is being prepared to present to the community for feedback in November 2025. Kalymna Grove: Demolition has been delayed due to unforeseen circumstances with the contractor and is now expected to be demolished in mid-November 2025. A design will be prepared to present to the community for feedback in early 2026. Marriott St: Design feasibility is underway along with preparation for the discontinuance of the right of way. Small Parks Program: An approach to market is being prepared to demolish 49a & 51 Pakington. Pakington St Reserve (49,49A and 51 Pakington St). A consultant is currently being engaged to commence design. Alexandra St Green Corridor: Feasibility works are in progress, prior to design commencement.	Jun 2028	1,253	1,167

Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
Open Space Expansion Program Deliver new open spaces through land acquisition in the St Kilda East and Balaclava neighbourhood, Lakeside ward and South Melbourne.	Project Initiation		The program is on track. Priority for the 2025/26 financial year focuses on acquisitions within St Kilda East. All acquisitions intended for the 2025 calendar year have been completed and negotiations are underway for future land acquisitions.	Jun 2032	819	1,475
Pedestrian Infrastructure Deliver a program of pedestrian infrastructure upgrades including signalised crossings of major roads to improve safety and accessibility across the city.	Project Initiation		Majority of the seven projects under the Pedestrian Infrastructure program are on track, apart from: - Queens Lane Pedestrian Improvements (off-track) - Mills Street – School Crossing Upgrade (at risk)	Jun 2034	1,238	1,220
Port Melbourne Light Rail Linear Parks Plan Prepare and implement landscape master plan for the Light Rail corridor.	Discovery & Concept		The project remains on track, with ongoing drafting of the master plan, including site analysis maps and supporting content.	Jun 2029	60	60
Public Place CCTV Renewal Renewal of CCTV assets installed in exterior spaces in the public realm across four precincts.	Delivery		The project is on track. The project is currently in the tender evaluation stage which is expected to complete in mid-late October following which contract award is expected to occur.	Jun 2027	350	340
Public Toilet Plan Implement a program of renewal, upgrades and new public toilet construction to	Discovery & Concept/ Delivery		Overall, the Public Toilet Program is on track. The tender for design and construct services for Edwards Park public toilet has closed and is in the final stages of evaluation. Procurement of design services for the St Kilda Botanic Gardens public toilet project is also well underway with	Jun 2028	658	667

Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
improve condition and functionality.			responses currently being evaluated. Contract for both projects are expected to be awarded in October. The remaining projects are on track, with Port Melbourne Beach and Catani Gardens Public toilet upgrade projects expected to commence in January 2026.			
Road Renewal Deliver significant increase in renewal of our city's roads to address asset condition and community feedback.	Project Initiation/ Delivery		Overall, the program is on track. Four works packages have been awarded for the road resurfacing program, with works commencing in September. All works packages are expected to be completed by the end of November 2025. Park St Road Construction is complete with only traffic signalling works remaining to be undertaken by the Department of Transport and Planning and the road has been reopened. The procurement process for upgrade works to Argyle St has commenced. Detailed design for the remaining road projects are all on track for completion this year	Jun 2027	3,092	3,265
Secondary impact assessment process Develop and implement a robust secondary impact assessment process to enable timely responses to municipal emergencies.	Delivery		Relevant Council teams undertook a training workshop on 3 September for the Secondary Impact Assessment Standard Operating Procedure.	Mar 2025	Operating Budget	



Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
Shrine to Sea Project Upgrade Kerferd Road median strip and foreshore, increasing greening, pathways, wayfinding signage and pedestrian amenities.	Planning & Design		The project is on track. Community engagement on the concept design has concluded. A summary report will be published on the Project Page next month. The Public Notice Period for the proposed permanent discontinuance of the Herbert/Montague Intersection has concluded with no formal submissions received.	Jun 2028	322	364
Sol Green Reserve Upgrade Upgrade of Sol Green playground	Delivery		The project is progressing well and remains on track, with remaining asphalt paving to be poured, turfing, remaining play equipment installed, basketball court painting, mulch Softfall installed, furniture installed, and shade sail installed with Practical Completion of construction scheduled for 15 October.	Jun 2026	880	1,044
St Kilda Marina Land Management Managing the St Kilda Marina land as Committee of Management, over the short to medium term, including: lease management, asset assessment, management & remediation/ rehabilitation transaction management.	Project Initiation		The project is on track. Investigations and repairs continue, and Councillors are being briefed, to prepare for a market offering of a long-term lease.	Nov 2028	2,200	2,200

Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
St Kilda Pier Landside Works Upgrade Partner with the state government to deliver landside works for the St Kilda Pier including a feasibility study for Pier Road.	Discovery & Concept/ Delivery	●	The project is on track. The construction works are currently underway. Construction will be delivered in stages to align with stakeholder expectations. - First Stage (In Progress): Completion of the St Kilda Sea Baths car park entrance and the additional exit lane. - Second Stage: Completion of remaining works, including landscaping, kiosk removal, and the new tour bus drop-off/pick-up zone on Jacka Boulevard.	Mar 2026	2,354	2,403
St Vincent Gardens Playgrounds Upgrade of St Vincent Gardens playground	Delivery	●	The project remains on track for completion within the allocated construction contingency. Works are scheduled for completion by 30 October.	Jun 2026	1,325	1,355

Legend ● On Track/Complete ◆ At Risk ■ Off Track

Active and public transport

Move, Connect, Live – Integrated Transport Strategy

In Q1 2025, we continued delivering the Move, Connect, Live Strategy, with 41 actions supporting five key outcomes. Of these, 9 are complete, 32 are on track and none are at risk.

Recent progress includes:

- Park Street Streetscape Improvements nearing completion, enhancing bike safety and connectivity to Anzac Station and St Kilda Road bike lanes.
- Beacon Road Active Transport Upgrade progressing, with \$515,000 in Australian Government funding and construction due in 2026/27.
- Bike Confidence Course for Women of CALD backgrounds launched with Space2B and Ladies Back on Your Bike, supported by free upcycled bikes from Dr Cranky's.
- Bike maintenance sessions delivered at Skinners and St Kilda Adventure Playgrounds during school holidays.
- Winter Ride2School Day trials held with Elwood and St Kilda Park Primary Schools to promote year-round active travel.
- Car share expansion now reaches 263 locations, supporting over 11,500 members and reducing reliance on private vehicles.
- 12 trial parking bays installed for e-scooters and e-bikes to improve safety and amenity.
- AI transport sensors installed at Danks/Withers and Richardson/Moubray intersections to monitor travel patterns, assess infrastructure upgrades and support pedestrian and cyclist safety research.

City amenity

Precinct Support and Safety

In Q1 2025, the City Amenity and Rapid Response teams have focused on maintaining public spaces and addressing safety concerns across Fitzroy, Acland, and Carlisle precincts. Key activities included over 270 clean-ups, increasing public interactions from 280 in July to 380 in September, and the removal of more than 70 shopping trolleys. Joint patrols with Victoria Police rose from 2 in July to 6 in September and weekly operational meetings continued to ensure sharing of information and resourcing of hotspots. Continued roll out of the trolley lock requirement in the Local Law is assisting with a reduction in shopping trolleys in public areas.

City planning and urban design

Precinct Planning and Urban Renewal

The Great Places and Precincts Program has identified short-term projects for delivery in Fitzroy Street, St Kilda, Balaclava, Domain, Fishermans Bend and South Melbourne. The draft Carlisle Street streetscape plan is ready for community engagement. Planning for the Emerald Hill masterplan refresh and Ripponlea Place plan is complete, with consultants to be engaged.

We authorised the sale of its carpark and laneways behind Carlisle Street to Coles, bringing the Balaclava supermarket redevelopment closer to reality.

The South Melbourne Structure Plan Planning Scheme Amendment progressed through public exhibition, with over 70 submissions received. Other amendments remain with the State Government, awaiting ministerial authorisation.

The EcoCentre reached a milestone with Practical Completion issued, and the team has officially commenced occupation of the building.

South Melbourne Structure Plan – Planning Scheme Amendment

The South Melbourne Structure Plan Planning Scheme Amendment has taken an important step forward. Public exhibition of Amendment C219port ran for six weeks in August–September 2025, giving the community an opportunity to review the plan and provide feedback. Over 70 submissions were received.

In November 2025, we will decide whether to refer the amendment and submissions to an independent Planning Panel. Submitters will have the opportunity to present to the panel. A hearing would take place in March 2026, after which the panel will provide a report to our Council. We would then finalise the amendment and lodge it for Ministerial approval.

Community safety

Community Safety Plan

In Q1 2025, we continued delivering the Community Safety Plan, with safety and amenity upgrades underway at Woodstock Street carpark, including lighting, fencing, mural installation and graffiti removal. The public place CCTV system renewal is progressing, with procurement activities being undertaken this quarter. Coffee with a Cop session have launched in South Melbourne and St Kilda, providing informal community engagement with local Police.

The Trauma Aware Port Phillip Toolkit was published online in August, offering guidance on responding to trauma with empathy and inclusion. Workshops are in development for community groups and organisations. 73 Local Law Amenity patrols were conducted across 614 locations this quarter, with Rapid Response cleaning and service referrals for people experiencing homelessness.

On 17 September, Council endorsed the draft Feel Safe. Be Safe. Community Safety Plan 2025–2029 for consultation. Community engagement runs from 6 October to 2 November 2025.

Trauma Aware Port Phillip

The Trauma Aware Port Phillip Toolkit was co-designed by Master of Social Work students in partnership with local organisations, Police and people with lived experience. It supports Recommendation 29 of the Community Safety Roundtable Report and will be followed by an education and communications rollout.

Please visit the [Trauma Aware Port Phillip](#) website

Development approvals and compliance

Statutory Planning Update

The Statutory Planning team continues to demonstrate a strong commitment to continuous improvement and streamlined service delivery. According to the State Government's planning application reporting system, over 85 per cent of applications were determined within the required statutory timeframes. Additionally, 95 per cent of Vic Smart applications were processed within the prescribed period, reflecting the team's efficiency and focus on timely outcomes.

We are also actively reviewing and refining internal procedures to align with best practice and legislative changes. Planning report templates are regularly updated to reflect amendments from both the Strategic Planning team and the State Government, ensuring consistency, accuracy and compliance with the latest Planning Scheme requirements.

Municipal emergency management

Critical Incident Capability Maturity project

In Q1 2025, we commenced the Critical Incident Capability Maturity Project to strengthen organisational resilience and readiness for complex emergencies. Led by the Emergency Management and Risk & Assurance teams, the project has delivered a baseline maturity assessment, established a cross-organisational governance framework, and drafted a Critical Incident Management Policy integrating emergency management, business continuity and crisis leadership.

A suite of supporting documents is in development to embed scalable, coordinated response protocols across our council. Planning is now underway for a whole-of-Council emergency exercise in November to test, validate and refine our crisis and continuity arrangements.



Emergency Management Operational Plan Cross-Departmental Workshop 30 September 2025

Achievements

A key achievement in Q1 was the Emergency Management Operational Workshop held in September. The session brought together internal stakeholders to clarify roles, strengthen coordination and review our emergency arrangements. It also laid the groundwork for the November emergency exercise, which will simulate a complex crisis to test our response and recovery capabilities.

Public space

Expansion of Pakington Street Reserve, St Kilda

We are excited to share that the upgrade of Pakington Street Reserve (western side) in St Kilda reached practical completion on 19 September 2025.

This project is part of Council's Places for People: Public Space Strategy 2022–2032, which identified the need for more open space in Balaclava. Expanding the reserve helps meet that need, creating a safe, inclusive and vibrant space that supports the physical, social and mental wellbeing of our community.

New features include:

- Native plants to enhance biodiversity
- Fresh lawn for relaxation and play
- Comfortable seating areas
- Artistic features that celebrate the site's local history

The reserve will officially re-open to the public in December 2025, once the new turf and vegetation has had time to establish.



Pakington Street Reserve before and after

Road management

Adoption of the 2025 – 2029 Road Management Plan

The adoption of the 2025–2029 Road Management Plan marks a new chapter in how Council manages the municipal road network. Developed through benchmarking, risk assessment and community input, the plan provides a clearer, more consistent framework for maintaining local roads, footpaths and related infrastructure.

With a strong focus on proactive maintenance and risk-based decision-making, the plan ensures resources are directed where they're needed most. It also supports a transparent and accountable approach to inspections and service delivery.

To support implementation, Council is rolling out internal training and digital data capture processes that will enhance our ability to monitor asset condition and respond efficiently to maintenance needs.

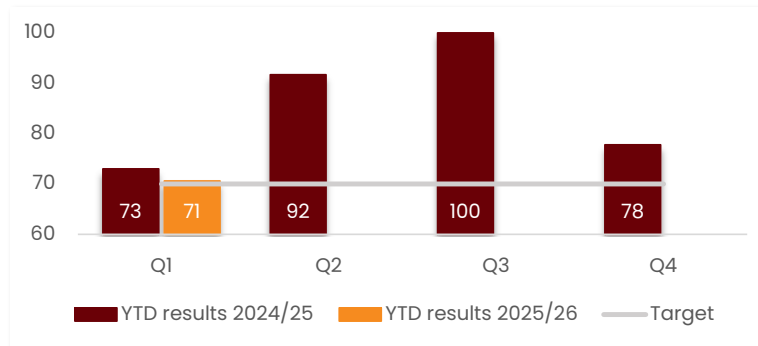
Key actions include:

- New Road Management Plan adopted – Establishes clear service levels and responsibilities for road infrastructure over the next four years.
- Internal training rollout – Training and education for staff on inspection procedures will commence shortly to support implementation and improve service delivery.
- Digital data capture – New tools and processes will improve monitoring and decision-making across the network.

Service performance measures

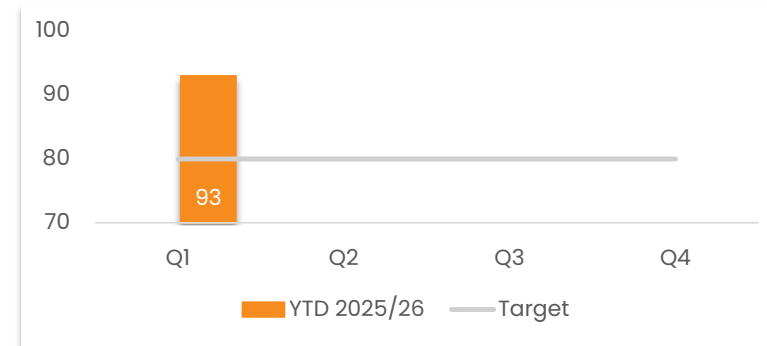
This is the first time we are reporting on some performance measures, and therefore historical data is not available for those indicators.

Council planning decisions upheld at VCAT



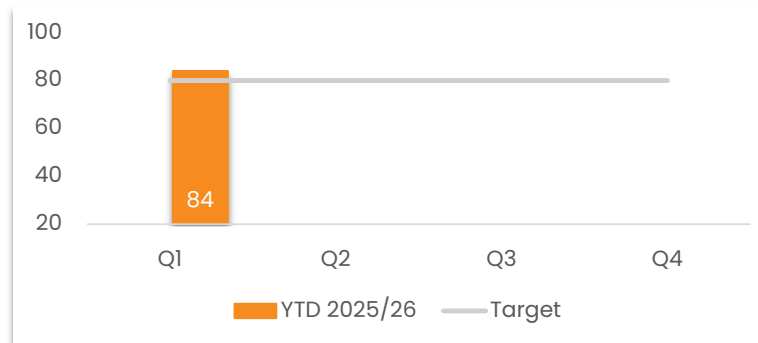
In Q1 2025, 18 matters were finalised through VCAT. This number reflects only those that proceeded to a hearing and excludes cases that were withdrawn.

Heritage referrals completed on time



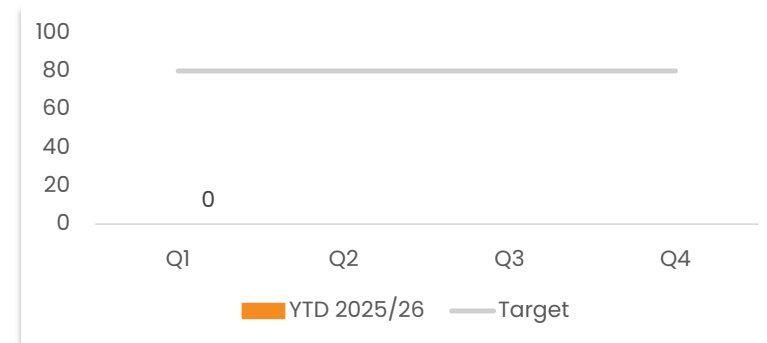
In Q1 2025, there were a total of 98 heritage referrals, of which, 91 were completed within the agreed upon timeframe. This result of 93 per cent surpassing the 80 per cent target

Urban design referrals completed on time



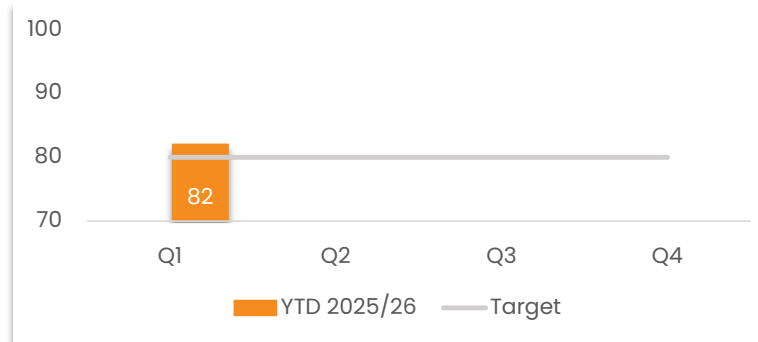
In Q1 2025, there were a total of 31 urban design referrals, of which, 26 were completed within the agreed upon timeframe. This result of 84 per cent surpassed the 80 per cent target.

Strategic planning referrals completed on time



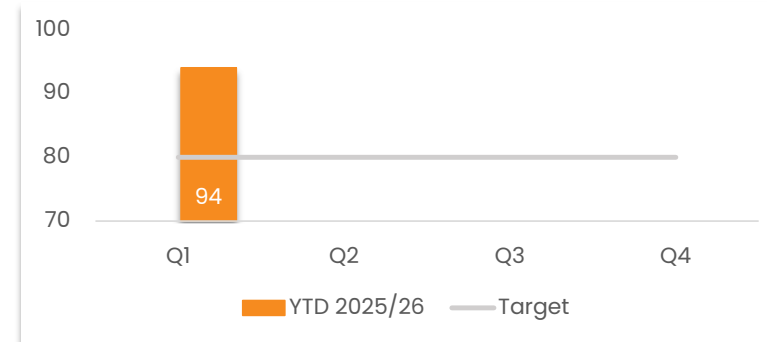
There have been no strategic planning referrals submitted in Q1 2025

Public space strategy actions on track



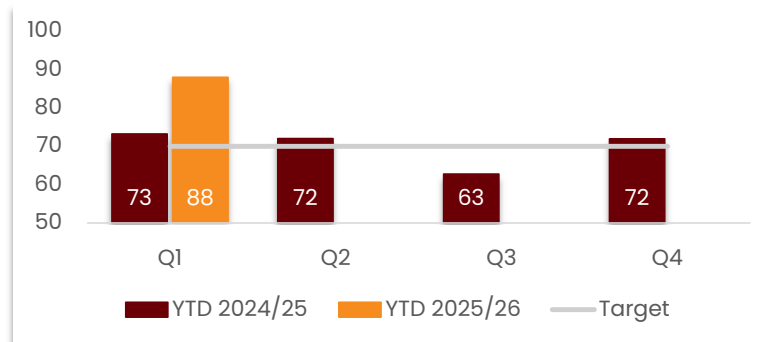
In Q1 2025 82 per cent of actions have been completed or are currently in progress. This result surpasses the 80 per cent target. The actions that have not yet commenced are medium (2026-2029) or long (2030-2032) term actions.

Community safety plan actions on track



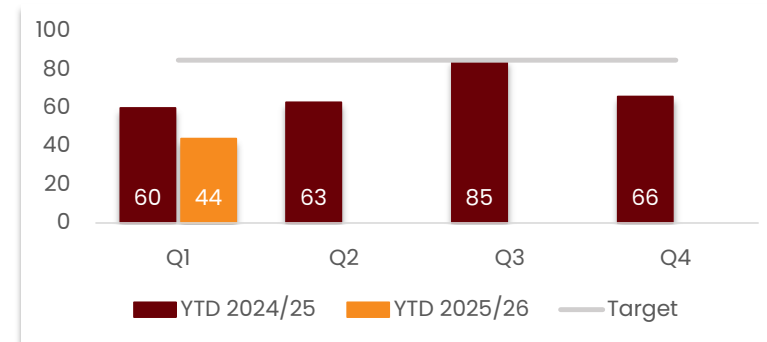
In Q1 2025, 94 per cent of actions in the current Community Safety Plan have been completed and 6 per cent are on track for this financial year. This exceeds our target of 80 per cent.

Planning applications decided within required timeframes



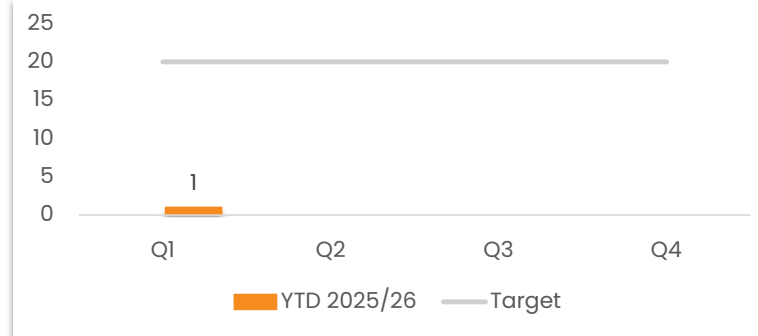
In Q1 2025, 233 of 266 applications were processed within the timeframe which encompasses 178 (83.71 per cent) standard applications and 88 (95.45 per cent) Vic Smart applications

Time taken to decide planning applications (median day)



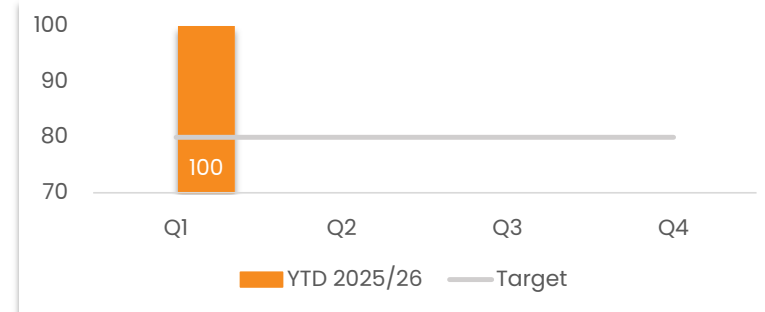
In Q1 2025, the median processing time for all planning applications was 44 days. Standard applications took a median of 66 days, while Vic Smart applications were processed much faster, with a median of 10 days. This meets our target of less than 85 days.

Time taken to register and process swimming pool and spa registration



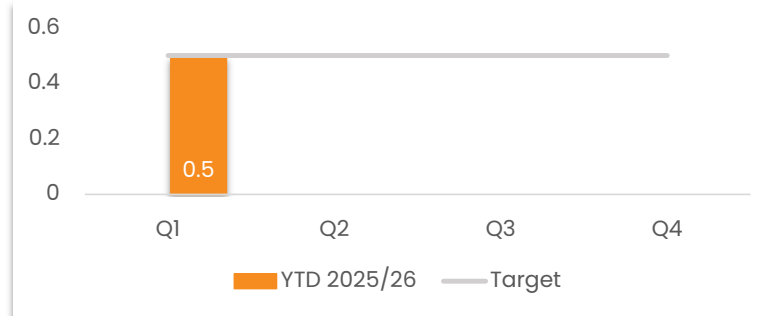
In Q1 2025, we processed 28 swimming pool and spa registrations within one day, well ahead of our target of 20 days.

Respond within one hour to the Municipal Emergency Resource Coordinator (MERC) activation request, during an emergency event



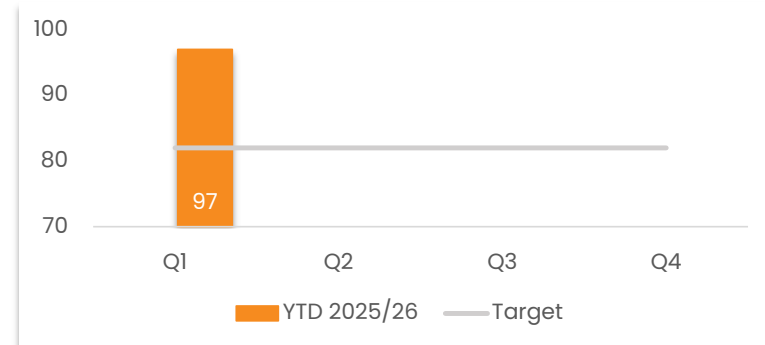
In Q1 2025, all responses were made within stipulated time period.

Average number of days taken to close parking, enforcement and patrol requests

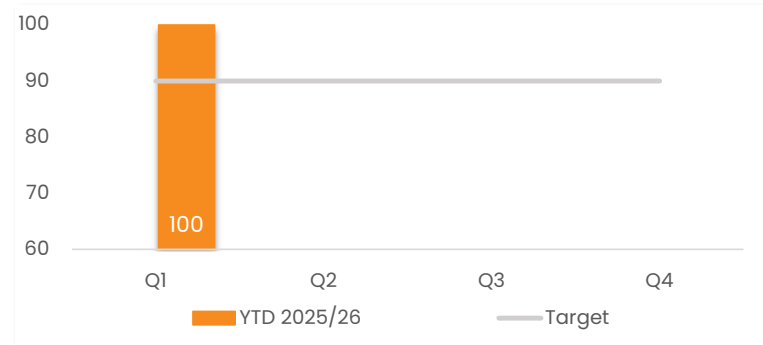


In Q1 2025, the average number of days to close parking enforcement and patrol request was 0.5 days which was in line with the 0.5 day target.

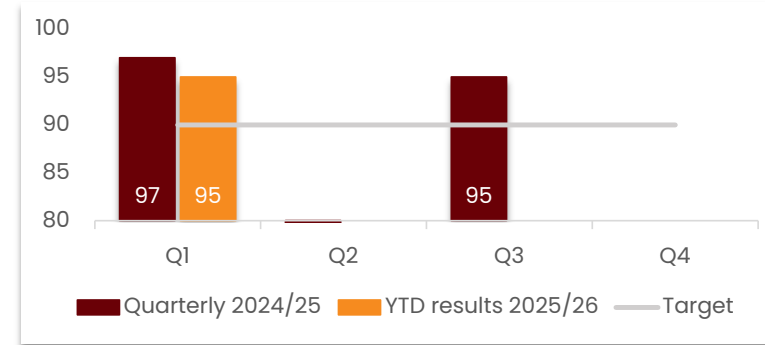
Parking permits



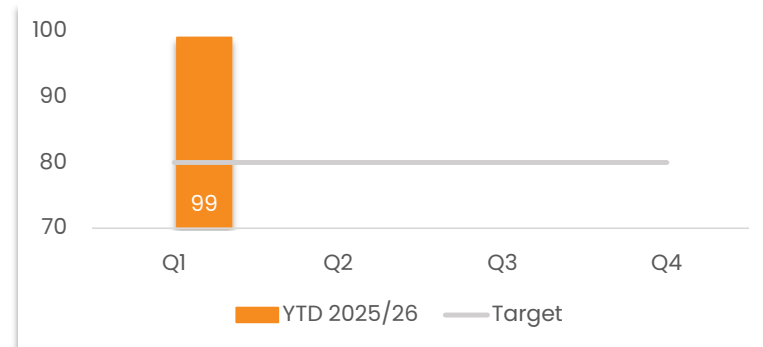
In Q1 2025, 97 per cent of parking permits were issued on time. This result surpassed the 82 per cent target. The increase was due to Digital Parking permits now being issued for some permit types.

Integrated Transport Strategy (ITS) actions on track

In Q1 2025, 100 per cent of ITS actions are on track. This includes 41 actions across 5 over-arching outcomes, 9 actions are complete, the remaining 32 are on track and none are identified as at risk. This exceeds our 90 per cent target.

Street cleaning audit compliance

In Q1 2025, we achieved a 95 per cent Street cleaning audit compliance. This exceeds our 90 per cent target.

Abandoned and unregistered vehicle reports responded to on time

In Q1 2025, 99 per cent of abandoned and unregistered vehicle reports were responded to on time which surpassed the 82 per cent target.



Strategic direction 4

A vibrant and thriving community





Major initiatives 2025/26

Council delivers multiple projects that contribute to **a vibrant and thriving community**. Following are the major initiatives (priority projects) we are starting, continuing or completing in 2025/26.

Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
Arts Culture and Economic Development Strategy Develop a new Arts, Culture and Economic Development Strategy.	Delivery		The Arts, Festivals and Events team is progressing on developing the new Creative and Prosperous City Strategy which has a refreshed, dedicated focus on the arts, cultural and creative industries in the city. While the previous strategy had a strong economic focus, the new Strategy will have a more dedicated focus on social and cultural outcomes and much of the local economic and business support actions will be captured as part of the refreshed Great Places and Precincts program	Nov 2026	Operating Budget	
Carlisle St Carparks Strategy Redevelop the Carlisle Street carparks to facilitate the creation of the Balaclava Retail Renewal Precinct.	Delivery		The project is on track following the decision at the 24 September Council meeting to discontinue the relevant laneways, and sell the laneways and land, to Coles Group Property Developments Ltd after considering the submissions received in response to public notices. Officers are now finalising negotiations in preparation to formalise the sale.	Jul 2026	13	-
Great Places and Precincts Deliver more inviting and engaging spaces for the community to enjoy. Including master planning the Glen Eira Road and Glen Eira Avenue area in Ripponlea.	Project Initiation/ Delivery		Short term projects identified for delivery across the following areas of Fitzroy St, St Kilda, Balaclava, Domain, Fishermans Bend and South Melbourne.	Aug 2028	420	350

Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
Lagoon Reserve Pavilion and Park Improvements Deliver the new multi-story Lagoon Reserve pavilion project. The facility will feature inclusive change rooms, public toilets, a first aid room, and multi-purpose community spaces, ensuring it meets the needs of all users	Delivery		The Lagoon Reserve Pavilion project remains At Risk. Whilst building works are progressing well and both Stage 4 and Stage 5 building permits have now been received, earlier delays in securing these permits have impacted the project's critical path. Practical completion of the pavilion remains on track for late October. However, compliance-related changes to the landscape plans have caused minor delays to landscaping works, which are now expected to reach practical completion by the end of November.	Nov 2025	3,545	3,780
Library Facilities Improvement Program A program to invest in improvements to the infrastructure, amenities, fittings and furniture of our libraries.	Discovery & Concept		Overall, the Library Facilities Program is at risk. The masterplan is complete, however needs the formal endorsement by Council. Site visits to libraries in other Victorian municipalities have been arranged, and officers are planning to brief Councillors again on the plan with a view to endorsement in Q3. Both the Middle Park Library minor upgrade and St Kilda Library furniture replacement projects are off track, St Kilda due to additional staff consultation requirements, and Middle Park due to building permit requirements. Despite this, it is expected both projects can still be delivered within the financial year.	Feb 2026	673	450
Port Melbourne Netball Infrastructure Deliver expanded netball facilities in and around Port Melbourne for the growing and inclusive sport.	Planning & Design		The project remains off track, with recent progress focused on resolving a preferred project location to enable a pathway forward for delivery. This project will be considered by Council at an upcoming meeting.	Dec 2027	1,772	1,777



Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
South Melbourne Market Strategic Plan Invest in the South Melbourne Market to deliver the quintessential village market experience by developing and implementing the South Melbourne Market Strategic Plan.	Delivery		2026-30 Strategic Plan Community Consultation (Have Your Say) has concluded (28 September 2025). Strategic Plan draft #1 to be presented to SMM Committee in November 2025 for review and feedback. Strategic Plan draft #2 to be presented to Councillor Briefing December 2025 for review and feedback. Final Strategic Plan #3 to be presented to Council for adoption February 2026.	Feb 2026	Operating Budget	
South Melbourne Project Connect Design and start delivery of the South Melbourne Market Project Connect to upgrade and renew the Market.	Discovery & Concept		The next phase of Project Connect is underway, with the tender process for a Principal Design Consultant now complete. A recommendation to appoint a leading architectural firm will be presented to Council in mid-October. This appointment marks a key milestone in our long-term vision to revitalise the iconic South Melbourne Market. Project Connect is a strategic capital development initiative designed to renew and upgrade the Market's buildings and public spaces. The goal is to enhance the experience for customers, improve safety and productivity for traders, and strengthen the Market's connection with the surrounding precinct.	Jun 2031	462	533

Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
South Melbourne Town Hall Renewal upgrade Renew South Melbourne Town Hall and work with the Australian National Academy of Music on the reopening of the Town Hall.	Delivery	●	The project is on track with the redevelopment works continuing. Following approval from Council for the slate roof replacement, scaffolding has been installed around the southeast and across the front of the building for the removal and the replacement works to be undertaken. The services installation within the new eastern amenity continues as does the new dry fire services throughout the building. Seismic steel for the main hall is progressing; a labour intensive task as the steel is taken onto the roof and carried into position by hand. The integration of ANAM works is now visible, with the main hall windows refurbishment works underway and the demolition of the apartment in the northwest corner. The project team are working on the refinement of seismic design for the clock tower, with works set to start in the new year.	Sep 2026	8,659	8,962
Sport and Recreation Strategy Renew the Getting Our Community Active Sport and Recreation Strategy which guides the planning and provision of sport and recreation facilities and services to meet the needs of the community.	Delivery	●	The project is on track. The first round of community engagement is complete, and the report has been released. A Background Report is being created, to understand the current state and opportunities for the future. This work will help guide the development of the strategy.	Aug 2026	43	67

Legend ● On Track/Complete ◆ At Risk ■ Off Track

Arts and culture

Creative and Prosperous City Strategy

Under the current Creative and Prosperous City Strategy our Arts Team continues to:

- Build positive relationships with Traditional Owner groups and provide meaningful opportunities for consultation through arts and cultural projects such as the Louisa Briggs Sculpture Commission.
- Deepen relationships with the City of Port Phillip Art Collection with the continual improvement of its new online collection and regular rotation of artworks on display across our venues.
- Increase visitation to the Carlisle Street Art Space through a mixed program of exhibitions, events and residency opportunities.

Celebrating Louisa Briggs: Public Sculpture Commission

A key milestone was reached in September with the completion of the artist selection for the Louisa Briggs Sculpture Commission. In partnership with the Boonwurrung Land and Sea Council, led by N'arweet't Carolyn Briggs, we will install a permanent sculpture on St Kilda's foreshore to honour Louisa Briggs, an influential advocate for Aboriginal rights and community. Funded by the Victorian Women's Public Art Program, the sculpture will celebrate her legacy and is scheduled for installation in March 2026.



Source: Yalukit Willam, The River People of Port Phillip

Economic development

Balaclava Boogie supporting Carlisle Street Traders

The planning for Balaclava Boogie music crawl is under way as it returns to Carlisle Street on the weekend of November 8- 9. Artists including Adalita (Magic Dirt), timeless blues artist Archer and young local talent including Nina Claire play in pubs, gyms, cake shops and cafes. Run by the Carlisle Street Traders Association with support from Port Phillip Council, it's a great way to support local artists and traders. Balaclava Boogie 2025 - Melbourne's Free Music Festival - Carlisle Street.



Balaclava Boogie

Special Rates:

- The Clarendon and Coventry Streets Business Association and the Port Melbourne Business Association have formally requested that we initiate a statutory process to implement a special rate and charge within their respective precincts.
- We will consider these requests and decide whether to proceed with a Notice of Intention at a Council Meeting later this year.
- If we declare a special rate and charge for the Clarendon and Coventry Streets Business Association starting 1 July 2026, it will mark the first time this association has had such a rate. In contrast, for the Port Melbourne Business Association, it would be a continuation of their existing special rate and charge, originally introduced in 2001.

Festivals and events

Spotlight

Q1 is traditionally quieter for events, with Cars & Culture, the Father's Day Car Show and Connor's Run among those staged. Planning for peak season was well underway, including preparations for the 2026 St Kilda Festival, Pride March, Melbourne Marathon and a busy foreshore calendar. Cars & Culture drew large crowds to the Triangle car park, boosting local precincts.

Despite poor weather, the Father's Day Car Show had strong attendance and successfully activated Acland Street on Saturday night. Connor's Run returned for its 13th year, raising over \$1.3 million for brain tumour research.



25th Anniversary of Friendship with Suai exhibition launch

Libraries

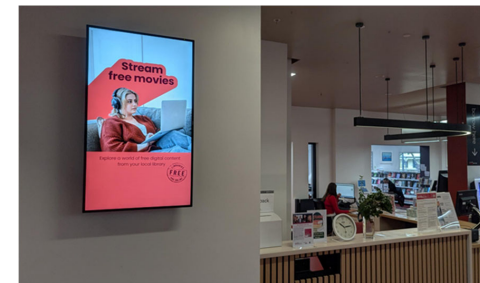
Spotlight

In Q1 2025 we held the Ngwala Willumbong Indigenous Family Day at Emerald Hill Library, featuring a smoking ceremony, traditional dances, and family activities. The event welcomed many first-time visitors and supported the Reconciliation Action Plan's commitment to Truth-telling led by First Nations people.

The library also marked the 25th Anniversary of Friends of Suai with a cultural exhibition, attracting strong community participation and positive feedback. Library visits decreased by 2% due to temporary closures at Port Melbourne and St Kilda Libraries, while program attendance rose by 2%. Physical borrowing increased by 1%, and digital loans rose 12%.

The transition to BorrowBox E-Press expanded access to Australian digital newspapers, and Interlibrary Loans resumed via a new platform. Digital signage is now active across branches, and secure charging lockers will be piloted at St Kilda Library.

An Oral History Studio has launched at Emerald Hill to support community-led local content creation, aligned with the Port Phillip Library Action Plan 2021–26.



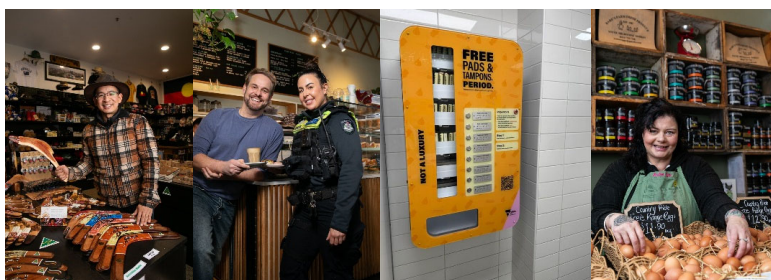
New Digital Signage at Port Melbourne Library

South Melbourne Market

South Melbourne Market had a strong start to the 2025–26 financial year, with high visitation and strong interest in stall opportunities. Three traders—Babe's Eggs, Everything Aussie and Annilla Jewellery—expanded into larger stalls, supporting business growth. The Market hosted community pop-ups including Port Phillip SES, Kieser Physio and the Men's Shed, and launched a new monthly Coffee with A Cop initiative with Victoria Police. Seasonal activations included NAIDOC Week live music, Bastille Day entertainment, and campaigns for Father's Day, Plastic Free July and Spring Produce. The Market also ran its annual winter coat drive in partnership with Off Your Back.

South Melbourne Market Strategic Plan

As the current five-year Strategic Plan concludes, community engagement ran from 25 August to 28 September to inform the next plan. The 2026–30 Strategic Plan will guide the Market's future, supporting traders, maintaining its strong reputation and meeting community needs. Over 500 people contributed via surveys, activations and workshops. Feedback will be analysed and shared in a report to shape the new plan, launching in early 2026.



Celebrating Community and Local Business at South Melbourne Market

Sport and recreation

Sport and Active Recreation Strategy

In Q1 2025, we are reviewing the Sport and Recreation Strategy 2015–2024. The first phase of engagement was completed, with 1,284 participants contributing via surveys, workshops and activations. A Community Engagement Report was published, alongside a Key Findings and Opportunities report that will guide the development of the new strategy. These insights will shape our council's future provision of sport and active recreation, ensuring it reflects community needs and supports inclusive participation.

Major projects completed

Two major projects were completed in Q1. The JL Murphy Reserve upgrade, delivered in partnership with the Victorian Government, included a new synthetic surface, improved natural turf, and upgraded lighting across two pitches—enhancing safety and year-round usability. The Port Melbourne Skatepark also reopened following a significant redevelopment, celebrated with a community event featuring skating demos and a ribbon cutting. As one of only two skateparks in the municipality, the revitalised facility is set to be a vibrant hub for youth, skating culture and community connection. These projects reflect our commitment to improving recreational infrastructure and supporting active lifestyles across Port Phillip.

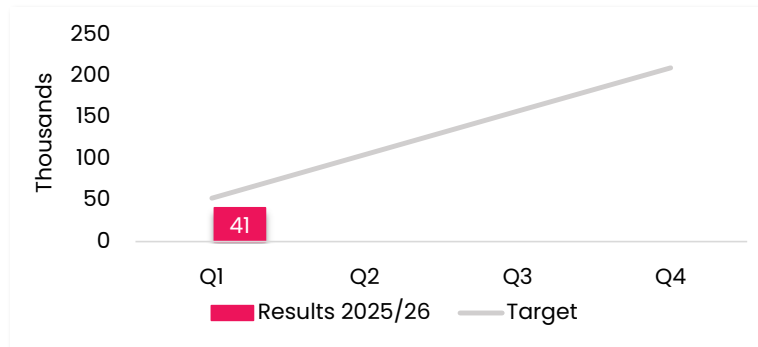


Port Melbourne Skatepark – Official Opening

Service performance measures

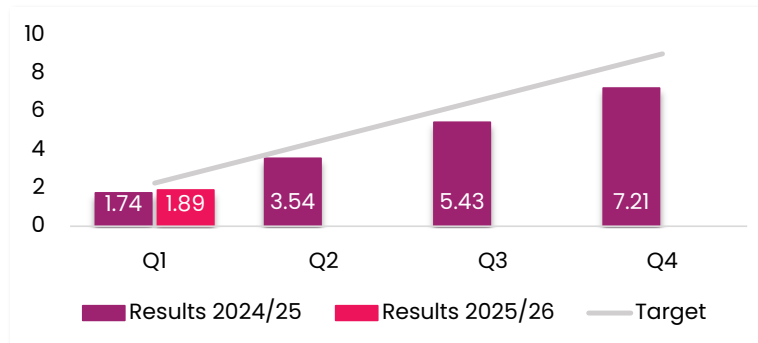
This is the first time we are reporting on some performance measures, and therefore historical data is not available for those indicators.

Esplanade Market visitation



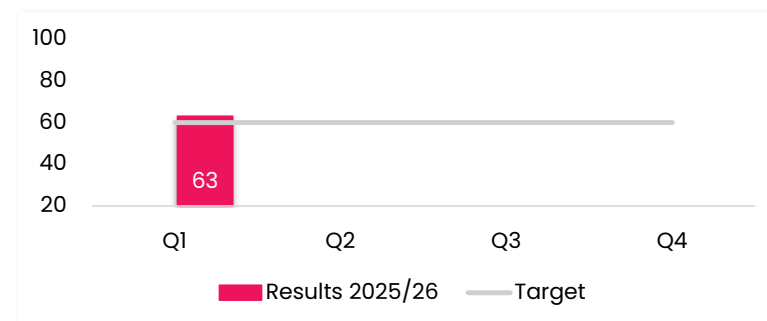
Estimated visitation for Q1 was 40,794, based on an average of 3,138 visitors per Sunday recorded during June. With 13 Sundays in the quarter, this figure falls short of the visitation target. A follow-up count is scheduled for September to provide updated data and inform future reporting.

Loans per head of population



In Q1, a total of 213,151 loans were recorded across City of Port Phillip libraries. This equates to 1.89 loans per head of population, which falls short of the target of 2.25 loans per head.

Percentage of payments made within 14 days of receipt of invoices (Small Business Charter)



In Q1, we paid 63 per cent of invoices from small businesses within 14 days, which aligns with our commitment under the Small Business Charter and exceeds our target of 60 per cent.



Strategic direction 5

An engaged and empowered community



Connecting with locals at a Neighbourhood Engagement Pop-Up in Port Melbourne

Major initiatives 2025/26

Council delivers multiple projects that contribute to **an engaged and empowered community**. Following are the major initiatives (priority projects) we are starting, continuing or completing in 2025/26.

Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
Community Engagement Strategy, and Community Engagement Policy Develop and implement a Community Engagement Strategy to guide a contemporary approach which reflects Council's goals and renew Council's Community Engagement Policy.	Delivery		The draft Community Engagement Policy and draft Strategic Commitment have been consulted on (Sept/Oct 2025). Feedback will be taken on board and the documents updated accordingly. Both are due to be presented at the December 3 Council Meeting for adoption.	June 2026	Operating Budget	
Community Satisfaction Survey Facilitate delivery of the Community Satisfaction Survey, analyse and publicly release the results in a timely manner and act to improve service delivery.	Delivery		Planning for the next Community Satisfaction survey in 2026 is underway. Annual results for 2025 are published on the Council website.	June 2026	Operating Budget	
Council Plan Development Develop and update the Council Plan and Budget.	Delivery		Annual project plan development delayed. Scope and proposed approach to be presented to the executive leadership team on 27 October.	Jul 2034	70	70

Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
Council's Integrity Framework Implement the Council's Integrity Framework including reviewing and updating Council's delegations and authorisations and updating governance frameworks to make sure officers understand decision-making process and have authority to act.	Delivery		The following Instruments of Delegation have been reviewed and updated during Q1, • S7 Instrument of Sub-Delegation - CEO to Staff • S13 Instrument of Delegation from CEO of CEO powers to Staff • S14 Instrument of Delegation by CEO for Vic Smart Applications Councils' delegation's intranet page has been updated and uplifted during this quarter, to reflect these changes and feedback from officers. • S6 delegations scheduled to be reviewed in October. • Transfer to RelianSys Delegations Module scheduled for Q2.	Nov 2025	Operating Budget	
Customer Improvement Plan Implement and annually update Council's Customer Improvement Plan to embed our Customer Experience Charter promises, build our organisational maturity and support an improved customer experience.	Delivery		The Customer Experience Improvement Plan is tracking well with over 95% of actions on track. Improvements include: • Pre-due reminders and escalations for complaint handling • Improved customer communications for tree pruning service requests • Launch of a satisfaction dashboard to support improvement actions by service		Operating Budget	
Governance Rules Review the Governance Rules and implement its outcomes.	Delivery		New Governance Rules were adopted by Council on September 2nd. Governance has moved to a transitional phase, including notifying community (website, news article,	Nov 2025	Operating Budget	

Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
			social media post, etc...), updating online collateral (website pages). Training for councillors scheduled for October.			

Legend

On Track/Complete

At Risk

Off Track

Advocacy

Advocacy Strategy

In Q1 2025, the City of Port Phillip released its inaugural Advocacy Annual Report 2024/25, marking a significant milestone in our strategic commitment to transparent, proactive, and community-driven advocacy. This report provides a summary of our advocacy efforts over the past financial year, aligned with the Advocacy Strategy 2024-28, including the key issues championed, the strategic partnerships formed, and the tangible outcomes delivered for our community. Highlights include \$1.5m committed to council for CCTV improvements and over \$8 million in competitive grants over the past year for projects including the St Kilda Foreshore (landside) development, St Kilda Adventure Playground, improvements to Elster Creek Water Quality Improvements as well as a variety of road safety initiatives and services.



Highlights from the Advocacy Annual Report 2024-25

Communications

Spotlight

Quarter 1 highlights from the Communications and Brand Team:

- Published regular *Diversitye*-newsletters, growing subscribers by 7% to over 15,000.
- Increased social media audiences by 4%, now reaching nearly 100,000 followers.
- Delivered the Winter Campaign, promoting local villages and businesses under "Your Winter Retreat – just down the street."
- Promoted Council services and events, including NAIDOC Week, Open House Melbourne, and Community Planting Day.
- Shared positive stories like *Lending a Hand with Litter* and *Fusion on Fitzroy*.
- Supported major events and updates, including the EcoCentre Opening and South Melbourne Town Hall restoration.
- Began planning for summer campaigns and St Kilda Festival.
- Commenced work on the 2024-25 Annual Report.

Communications Plan uplift

A review of Council's Communications Plan commenced this quarter to ensure alignment with Plan for Port Phillip priorities. The updated framework will focus on strengthening digital engagement, improving accessibility of information, and expanding data-driven insights to better measure community reach and impact.

The review supports Council commitment to strengthening the fundamentals of communications – including strategic planning, digital engagement, design and content production, and media relations. It also responds to a changing media landscape, evolving community and Councillor expectations, and provides a practical roadmap for continuous improvement within existing budgets.

Community engagement

In Q1, we sought feedback from our Port Phillip community on the following initiatives:

- Shaping Bay Street, Port Melbourne
- Updates to the Governance Rules and Council Meetings
- Future South Melbourne, changes to the planning scheme based on the new structure plan.
- South Melbourne Market Strategic Plan 2026 – 30
- Yani Barripbarripuyt – bringing the Shrine to Sea Masterplan to life
- Making it easier to Have Your Say; developing our Community Engagement Policy
- Don't Waste It! Our draft Waste and Recycling Strategy

We reported back to the community on the following projects:

- Adoption of the Plan for Port Phillip
- Enhancing Argyle Street, St Kilda
- New Public Toilets for St Kilda Botanic Gardens
- Proposed Changes to Dog On- and Off- Leash Restrictions
- Port Melbourne Light Rail Linear Parks Plan
- Edwards Park Public Toilet
- Homelessness and Affordable Housing Strategy
- St Kilda Library Uplift
- Sport and Active Recreation Strategy
- Urban Forest Precinct Plan Balaclava and St Kilda East
- Carlisle Street Streetscape Plan
- Carlisle Street Carparks and Laneways, proposal to sell land
- Domestic Animal Management Plan 2026–29
- Updates to Governance Rules and how Council Meetings are run

Customer experience

In Q1, we received 36,089 service requests, with 90 per cent resolved on time, exceeding the 85 per cent target. Common requests included:

- hard waste bookings,
- dumped rubbish collection
- illegally parked vehicles
- changes to bins
- street and laneway cleaning
- graffiti removal.

A total of 1,646 complaints were received, including 1,113 missed bins and 124 missed hard waste collections. These were resolved on time 95 per cent of the time, well above the 80 per cent target. Of the 402 general complaints, 95 per cent were resolved on time, representing 1.38 per cent of total requests (target <2.0 per cent).

Key Improvements

A range of improvement actions continue to be progressed, including ongoing capability uplift in the form of coaching and training for staff, development of design for a better change of details process and ongoing uplift of communications sent as acknowledgements or closures of community service requests.

Some key improvement activities completed or implemented include:

- Completed a customer culture and capability review, informing a three-year improvement roadmap.
- Launched a satisfaction dashboard with follow-up on 1-star ratings to support recovery and learning.
- Strengthened complaint handling with pre-due reminders and improved escalation processes.
- Reviewed the Unreasonable Behaviour Policy, with updates to be finalised in Quarter 2.
- Implemented improved customer communication for tree pruning requests, resulting in better on-time service completion.

Governance

Governance Rules Updated to Strengthen Transparency and Engagement

In Q1 2025, we adopted a revised set of Governance Rules, now in effect. These updates align with the *Local Government Act 2020* and introduce practical changes to support more inclusive, transparent, and efficient decision-making.

Key Reforms Include:

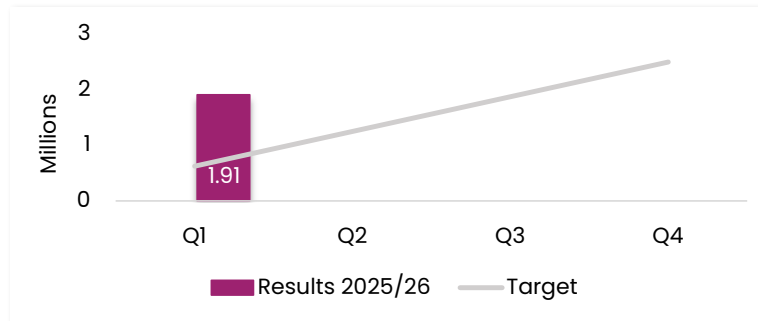
- Shorter meetings and speaking times: Council meetings are now capped at four hours, with up to two 30-minute extensions if required. Speaking limits have been introduced for councillors and adjusted for community members to support more focused discussion.
- Introduction of community deputations: Residents can now raise emerging issues directly with councillors through a new deputation process – adding to existing options such as public questions, submissions, joint letters, and petitions.
- Enhanced transparency: In the event of a split decision, councillor votes will now be recorded by name, providing greater visibility into decision-making.
- Updated petitions and motions: Petition requirements have been clarified, including minimum signatory thresholds and guidance on operational matters. Procedures for Notices of Motion have also been refined to improve clarity and consistency.
- These changes have strengthened our governance framework and are already evident in recent Council meetings – where more focused discussions, clearer processes, and enhanced opportunities for community input are reinforcing meaningful community engagement in decision-making.

Find out more: [Revised Governance Rules Adopted – City of Port Phillip](#)

Service performance measures

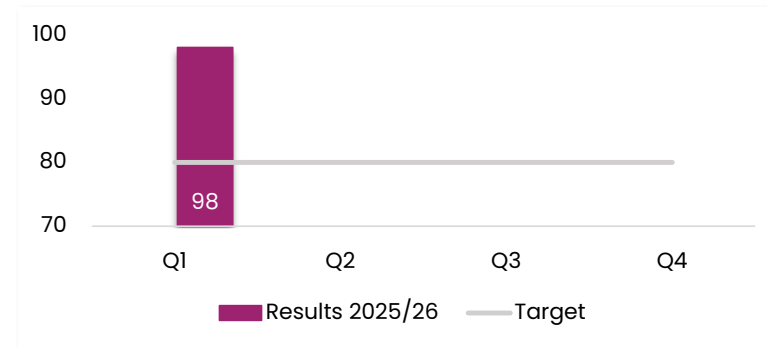
This is the first time we are reporting on some performance measures, and therefore historical data is not available for those indicators.

Total external competitive grants awarded to City of Port Phillip by the State and Federal Governments



In Q1 2025, we received \$1,908,700 in competitive grants across five state government programs. This includes one grant for Children's Week and four grants for road and traffic improvement projects. We are currently exceeding expectations for grant funding this quarter and are on track to meet our annual target of \$2.5 million for the financial year.

Customer experience improvement plan actions on track



In Q1, 98 per cent of customer experience improvement plan actions are on track which surpassed the 80 per cent target.



Strategic direction 6

A trusted and high-performing organisation



St Kilda Town Hall Council Chamber



Major initiatives 2025/26

Council delivers multiple projects that contribute to **a trusted and high-performing organisation**. Following are the major initiatives (priority projects) we are starting, continuing, or completing in 2025/26.

Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
Asset management modelling Update Council's asset management models using condition inspection data to better inform Council's operations, maintenance, and investment programs.	Delivery		Work is on track to update asset management models using condition data to ensure roads, buildings, parks, and drainage systems are managed effectively. The Asset Management Policy has also been reviewed and updated to reflect current standards and support responsible planning.	Ongoing		Operating Budget
Clever Port Phillip Deliver and refine annually our Clever Port Phillip Action Plan to support innovation, improved productivity, customer experience and financial efficiency.	Delivery		This program of work encapsulates several projects. Currently we have 11 projects in progress, 100% of which are On Track for delivery on time and within budget. During Q1, 1 project and 12 optimisations within our Enterprise Resource Planning (ERP) system, OneCouncil, had been completed resulting in 157 days saved for our employee base, driving greater productivity and 113 665 days saved for our community, making interacting with the Council easier and simpler for our community.	Ongoing	656	564

Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
Cost and Efficiency Review Review the costs, revenue, service levels and performance of each Council service with councillors from the first half of 2025/26 to inform the 2026/27 Budget.	Delivery		Program on track. The first tranche of briefings has been held with Councillors with the second tranche being conducted in October. Final briefings held in December.	Dec 2025		Operating Budget
Human resource and payroll system renewal Deliver the human resource and payroll system project to support improved employee experience, productivity, and recruitment (the scope of the payroll upgrade is yet to be developed).	Discovery & Concept		System and vendor procurement specifications finalised with public tender process commenced.	Dec 2026	1,142	1,249
Information and Communications Technology (ICT) and Artificial Intelligence (AI) Strategy Review and deliver our ICT Strategy and the Enterprise Architecture Framework including our approach to managing the risk and opportunity of AI.	Delivery		The draft ICT and AI User Policies have been developed and are currently under review by the Staff Consultation Committee, with feedback due by 7 November 2025. To ensure a balanced and inclusive review process, the committee includes representatives from both union groups and Council leadership. This collaborative approach supports transparency, staff engagement, and alignment with organisational values as we shape policies that guide responsible and secure technology use across Council.	Nov 2025		Operating Budget

Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
People and Culture Strategy Ensure values-based leadership and attract, develop and retain a diverse, high-performing and engaged workforce.	Delivery		Leadership sessions continued in Q1 relating to family and domestic violence support and high performing teams for all People leaders (commencing in Q1 and continue into Q2) Next Generation leaders program continued with participant graduation due to occur in Q2. Employee survey response action plan items including strengthening internal customer services continues to progress. Employee experience and wellbeing initiatives progressed including the development of annual wellbeing plan.	Ongoing		Operating Budget
Portfolio Delivery Improvement Plan Enhance project portfolio management, delivery and outcomes by benchmarking our capability and developing and implementing an improvement plan.	Delivery		The first step in lifting the portfolio delivery was to establish a maturity rating baseline and the associated improvement plan actions. The P3M3 (Portfolio, Program and Project Management Maturity Model) a well-established framework, was used to set the service performance measures. The assessment highlighted the initial focus areas for the improvement plan and priority actions for 2025/26.	Ongoing		Operating Budget
Property Policy Update Council's Property Policy to guide best value in the management of Council's property portfolio including strategic planning; leasing and licensing; and property acquisition, disposal and development.	Delivery		Planning for an internal review has commenced and stakeholders are being identified	Ongoing		Operating Budget

Major Initiative	Stage	Status	Update	Completion Date	Forecast \$'000	Budget \$'000
Workplace Plan Deliver a program of workplace renewal and upgrade to ensure Council facilities are fit for purpose and support the delivery of the Plan for Port Phillip.	Planning & Design/ Deliver	●	Overall, the program is on track. Options for End-of-Trip Facilities and All-Gender Bathrooms are being assessed. We are currently awaiting a quote from an access consultant to confirm DDA compliance and identify any access restrictions. Once the quote is received and approved by the sponsor, the consultant will proceed with the assessment to confirm the viability of the proposed options. Following this, a recommendation will be presented to the Executive Leadership Team (ELT) for endorsement.	Jun 2034	320	370

Legend

● On Track/Complete

◆ At Risk

■ Off Track

Asset and property management

Over Q1 2025, Assets and Property Services has delivered a series of significant achievements that demonstrate our commitment to managing its property portfolio in a way that delivers best value for the community. Through a focus on strategic planning, efficient use of facilities, and sustainable management practices, we've ensured our properties continue to support high-quality service delivery and reflect the values of our community.

- Strategic property planning: Strengthened alignment between property use, condition, and supporting efficient and sustainable management.
- Asset Management Policy reviewed and updated: The revised policy strengthens Council's framework for managing property assets, ensuring alignment with best practice and long-term service delivery goals.
- Asset Management Plan (AMP) review preparation: The updated AMP outlines strategic priorities, lifecycle planning, and investment pathways to support sustainable property management.

147 Liardet St Heritage Facade

Our Property & Asset Services supported the restoration of the heritage façade at 147 Liardet Street, Port Melbourne a key outcome of our Minor Capital Works program. These conservation works not only preserve the historical integrity of the site but also reflect Council's commitment to maintaining culturally significant assets.



Port Melbourne Heritage Facade

People, culture and safety

Progress against the People, Culture and Safety priorities continues to track well across all key areas:

- Systems uplift: The HR systems solution is progressing, with the tender process currently underway.
- Enterprise Agreement 2025: Successfully negotiated and endorsed by staff and approved by the Fair Work Commission. It is now in the implementation phase.
- Organisational Workforce Plan: A revised four-year plan has been developed to support our strategic objectives and ensure alignment with the Plan for Port Phillip and the Council Budget.
- Annual Safety Plan initiatives this quarter included:
 - Two internal audits (City Development and Operations Workshop)
 - Progress on the Wellbeing Plan, including a mental health webinar in September 2025 for R U OK? Day. Connect & Thrive attracted over 95 attendees and received incredibly positive feedback.
 - Enhanced Safety Management System resources, including updated psychosocial hazard guidelines, hazard identification and risk assessment procedures, and hazard registers.
 - Development of a Child Safe Action Plan to reflect upcoming regulatory changes and strengthen child safety frameworks.

Technology

Information and Communication technology (ICT) Strategy

As part of our ICT Strategy, we are committed to the delivery and continuous refinement of our Clever Port Phillip Action Plan to accelerate the adoption of new technologies and innovative practices that enhance productivity, elevate customer experience, and drive financial efficiency.

Several projects and programs of work, including Digital Parking Permits, which is captured in the 'Highlights' section below, were completed during Q1 2025:

- Copilot Training Program launched across the organisation, empowering staff with AI-driven tools to enhance productivity and drive efficiency gains.
- Forest tree Implementation to support the inspection of our Trees assets completed, introducing a modern tool to enhance tree asset inspection accuracy and efficiency.
- Planning System Configuration completed to improve the Victorian Civil and Administrative Tribunal (VCAT) appeals application process—reducing administrative burden and enhancing efficiency for the Planning team.

Digital Parking Permits

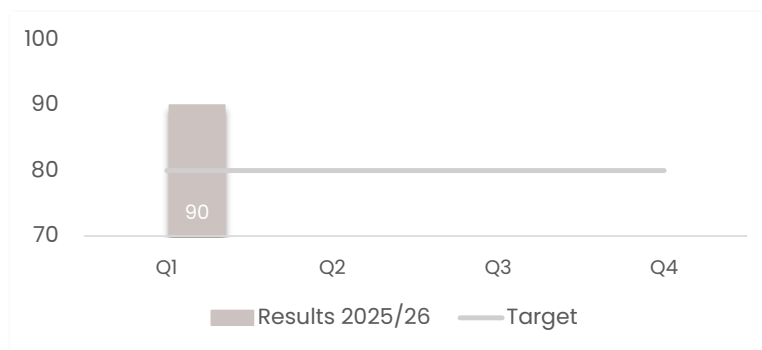
In early Q1 2025, we successfully transitioned from paper-based Residential, Foreshore and Combined parking permits to a streamlined digital system, delivered through the OneCouncil Enterprise Resource Planning (ERP) platform. This collaborative project between the Customer Experience, Parking Permit Administration and Technology teams has significantly improved service delivery by reducing wait times for residents and eliminating the need to print physical permits.

The new system is expected to save approximately 21 days of staff time and an estimated 28,400 days of resident time annually through faster processing of new and renewal applications.

Service performance measures

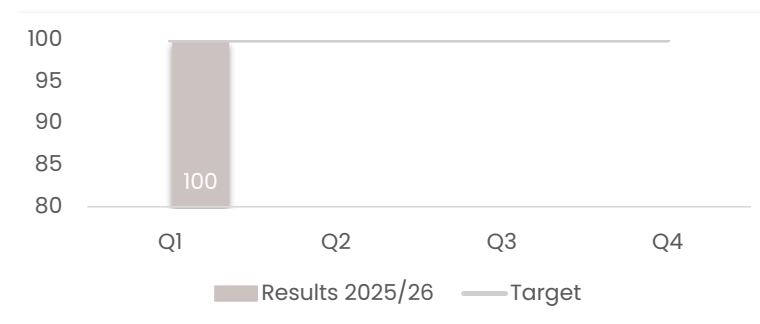
This is the first time we are reporting on some performance measures, and therefore historical data is not available for those indicators.

Percentage of gender equality action plans on track



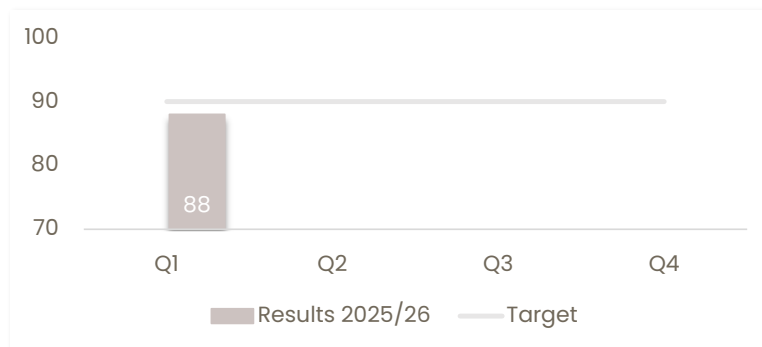
In Q1 34 out of 35 actions are on track which is a 90 per cent. In Q1 2025, 90 per cent of gender equality action plans are on track. We are exceeding our target of more than 80 percent of actions on track.

Percentage of Freedom of Information applications resolved in legislative timeframe



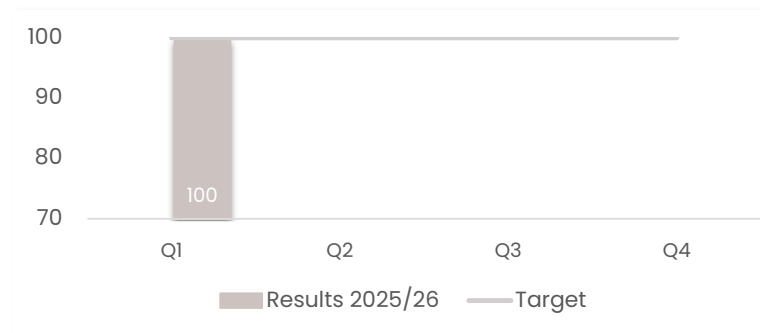
In Q1 2025 100 per cent of freedom of information applications were resolved in legislative timeframes. We are meeting target of 100 per cent of applications resolved within the legislative timeframe.

Digital and Technology Service incidents service levels met



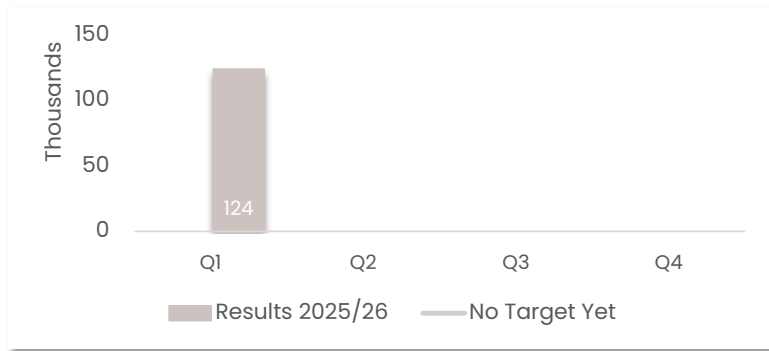
In Q1 2025, 88 per cent of ICT service desk tickets were resolved within the agreed timeframe, below our 90 per cent target. This excludes incidents reported through other channels.

Critical incidents reviewed within 7 days



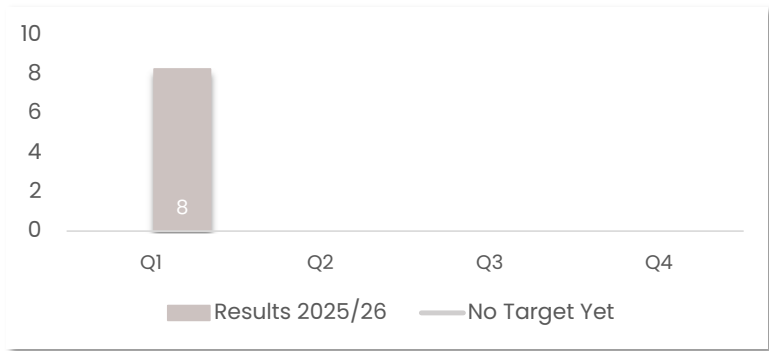
In Q1 of 2025, we recorded three critical (P1) IT incidents. All were reviewed and resolved within seven days, achieving our target of 100 per cent compliance. The incidents included a file network share outage, a data breach involving Optimo, and a vulnerability identified in the OneCouncil system.

Customer time saved from technology projects (days)



In Q1 2025, 123,881 days have been saved for customers through a variety of technology projects. Digital permit upgrades have significantly reduced wait times. Autorenewal saved over 74,000 days by cutting renewal time from 10 days to 10 minutes. New and concession permits saw a three-week reduction, saving 35,730 days. Posted permits still account for 3,886 days of waiting across 14,135 permits issued.

Staff time saved from technology projects (months)



In Q1 2025, 8.25 months of staff's time has been saved through a variety of technology projects. Improvements across multiple services saved significant time. Key gains include 118 days from customer request updates for multi-unit dwellings, 50 days from tree asset inspections, and 74,016 days from digital permit auto-renewals. Smaller changes, like updated bin delivery forms and tree pruning communications, also contributed to overall efficiency.

Project portfolio report

The project portfolio is the projects, including major initiatives, set out in the Plan for Port Phillip 2025–35.

Overall status



Portfolio status trend

	12-month average	Jun 2025	Jul 2025	Aug 2025	Sep 2025
On track	74%	77%	82%	82%	81%
At risk	15%	17%	12%	12%	12%
Off track	11%	6%	6%	6%	7%

Portfolio financial performance

	Number of projects	Annual budget (\$ million)	Annual forecast (\$ million)	YTD forecast (\$ million)	YTD budget (\$ million)	YTD variance (\$ million)
Capital	249	80.9	78.5	30.1	14.8	12.4
Operating	117	12.6	12.8	4.6	2.4	1.9
Total	366	93.5	91.3	34.6	17.2	14.3

Financial update

We will be providing data on our current financial status in our upcoming Q1 Financial Report which can be found in the Council Meeting minutes on our [website](#).



/ proudly port phillip



8. A HEALTHY AND CONNECTED COMMUNITY

Nil

9. AN ENVIRONMENTALLY SUSTAINABLE AND RESILIENT CITY

9.1 *Don't Waste It! Waste and Recycling Strategy 2025-28.....* 79

MEETING OF THE PORT PHILLIP CITY COUNCIL

19 NOVEMBER 2025



9.1 DON'T WASTE IT! WASTE AND RECYCLING STRATEGY 2025-28

EXECUTIVE MEMBER: PAUL WOOD, ACTING GENERAL MANAGER CITY INFRASTRUCTURE

PREPARED BY: STEPHANIE LAI, PROGRAM DIRECTOR - WASTE FUTURES

1. PURPOSE

- 1.1 To guide the ways Council will transform our waste services over the next three years

2. EXECUTIVE SUMMARY

- 2.1 The Don't Waste It! Waste and Recycling Strategy 2022-2025 is up for renewal.
- 2.2 In early 2025, Officers went out to the community with a broad consultation on our waste and recycling services. The purpose of this consultation was to provide the community with information and gauge the levels of support and understanding in the community for our waste services; and to empower the community to bring them along on the waste and recycling journey.
- 2.3 Officers developed a draft 2025-2028 Strategy based on community opinions, Councillor direction, best practice, and contractual, legislative and service requirements. After taking this draft to Councillors for consideration, Officers conducted a 6 week community engagement.
- 2.4 Attached is the Waste and Recycling Strategy and the Consultation Summary for consideration and adoption.

3. RECOMMENDATION

That Council:

- 3.1 Adopts the Don't Waste It! Waste and Recycling Strategy 2025-28 as outlined in **Attachment 2** and authorises the Chief Executive Officer, or their delegate to make minor editorial changes that do not materially alter the content, to finalise the document for publication.
- 3.2 Notes the attached Phase Two Don't Waste It! Strategy Consultation Summary as outlined in **Attachment 1**.
- 3.3 Notes Action 1.3 of the Strategy that includes transitioning houses and townhouses to fortnightly garbage commencing in financial year 2026-27.
- 3.4 Thanks residents and the community for their contributions to the development of the Strategy.

4. KEY POINTS/ISSUES

- 4.1 Overall Support for the Strategy:

- Overall themes we heard:
 - Concerns about hard rubbish and dumping.
 - A desire for increased recycling and opportunities around reuse, including for recycling and drop off hubs

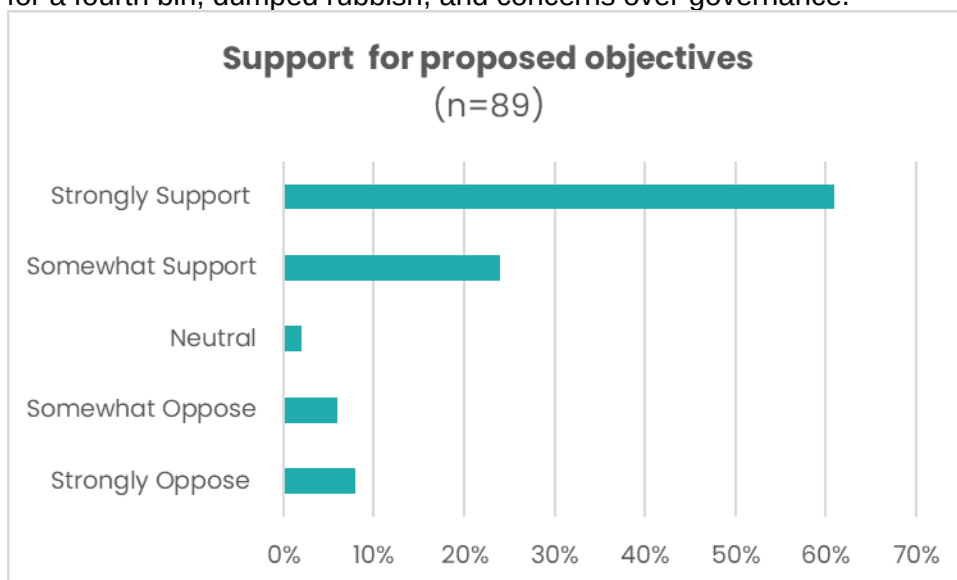


- Increased education and information.
- Concern about getting the kerbside service right, including around space for a fourth bin and the impact of changes of frequency on quality of service.

Reading into the responses, it is clear that some residents are still wary and distrustful after the kerbside contract transition in 2023, worried that their recycling isn't actually being recycled, and don't understand what we are trying to achieve with this Strategy.

4.2 Support for Objectives

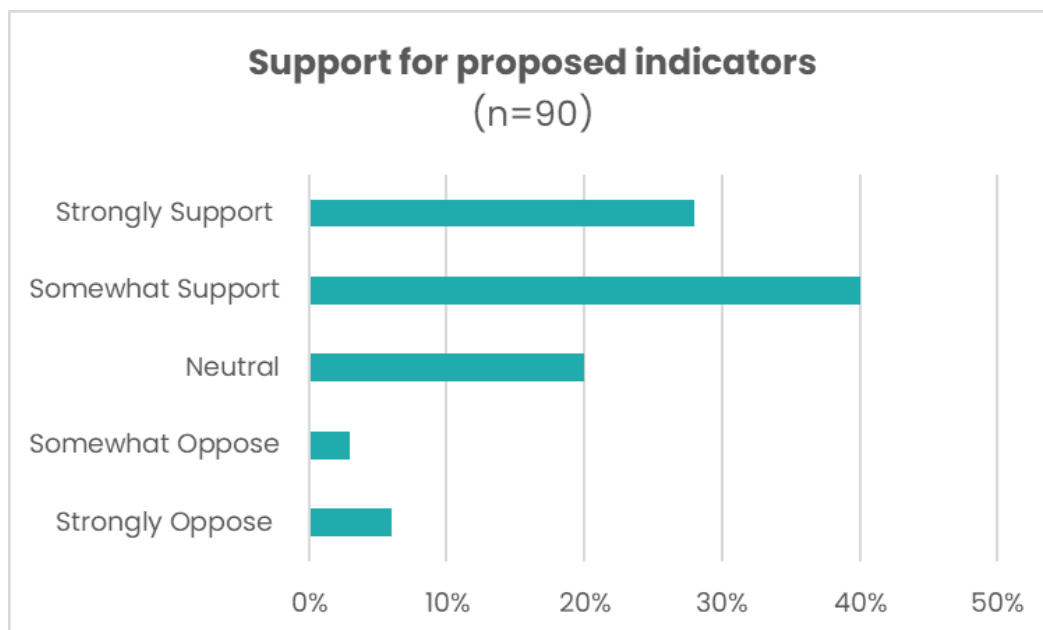
- 4.2.1 84% of respondents indicated strong or some support for the objectives. Positive comments focused on suggestions for improving the objectives, such as including advocacy, education and bin signage, specialized recycling and incentives. Concerns focussed on a distrust of Council services, lack of space for a fourth bin, dumped rubbish, and concerns over governance.



- 4.2.2 How the feedback has been used: Feedback on circularity, education, signage, distrust, dumped rubbish and governance has been noted for inclusion in the specific actions. While these haven't been included in the Strategy as they are too specific, they will be included when each action is developed into a project. Incentives and specialised recycling will also be included, with an eye to requesting increased budgets in years 2 and 3 of the Strategy. Due to the legislative requirement for a fourth bin, the objectives related to the fourth bin have not been changed in the Strategy.

4.3 Support for Indicators

- 4.3.1 71% of respondents indicated strong or some support for the indicators. The indicators believed to have the greatest positive impact were identified as diversion rate and contamination. A few comments were received wondering why there were so many "to be decided" indicators. This indicates a greater need to explain to the community not only how the service works, but that these services are complicated. Some comments were received in this section that do not relate to indicators. Officers have not altered any indicators.

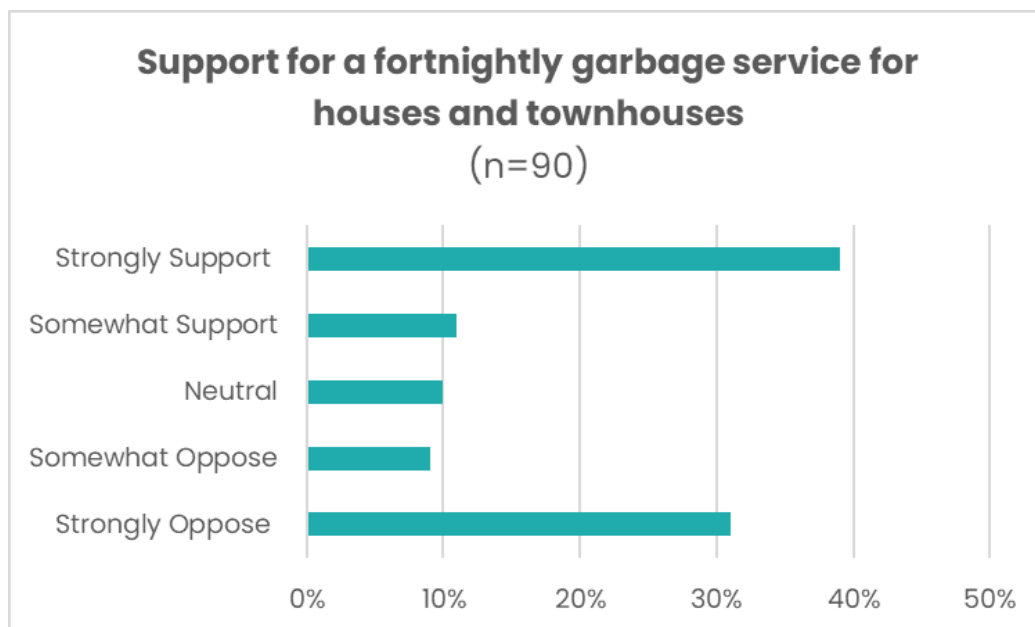


- 4.3.2 How the feedback has been used: A number of indicators were requested but are already in the Strategy or the Council Plan. These are: community satisfaction, hard and dumped rubbish, contamination, and diversion rate. Areas where Indicators were requested, and the reasons why these are not in the strategy, are:

Community suggested Indicator	Reason for not including
Apartment compliance (vs household)	There is no good way to measure this without an increased budget. It could be possible in future strategies but not until after the kerbside transition to the four waste streams.
Bin fullness	Bin fullness is not a good indicator because it changes so much week to week (as opposed to composition which often stays the same).
Litter	Litter could be an indicator, but not in this strategy – it could go into a litter prevention policy or similar. This work can be included in the development for activity 1.1.

4.4 Support for Fortnightly Garbage

- 4.4.1 50% of respondents indicated strong or some support for the transition. Concerns were mostly around smell and amenity, blame shifting (specifically about MUDs being the issue), increased rubbish and contamination, and a desire to see a reduction in the waste charge. 66% of all respondents to the survey indicated that they live in a house or townhouse.

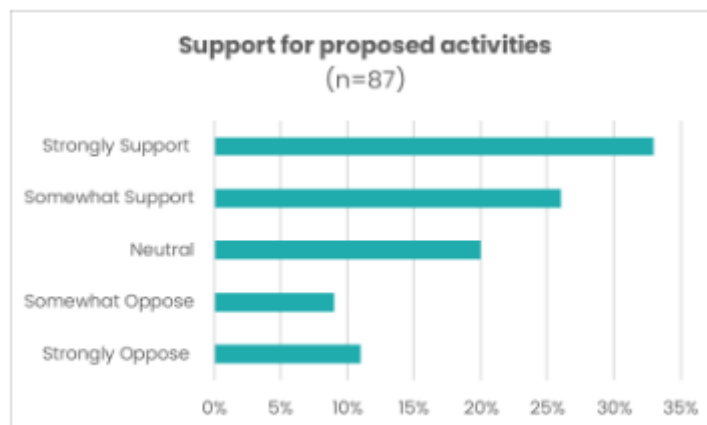


- 4.4.2 How the feedback has been used: Preference for fortnightly garbage was also asked in Stage 1 of this consultation process, in March-April 2025. The question asked at that time was “Which one stream would be reasonable to reduce the collection frequency to fortnightly?” 341 responses were received, with 46 per cent of respondents indicating they would choose a fortnightly garbage bin, 13 per cent indicating recycling, and 41 per cent indicating they wanted no changes. No changes have been made to the Strategy based on this feedback.
- 4.4.3 Less garbage bin space and the principle of scarcity: When people have less space in the garbage bin, they try harder to put things in the recycling and food/garden organic waste bin. Because 35% of our garbage bin is FOGO, we are trying to find ways to encourage people to put that FOGO in the FOGO bin. Neighbouring Councils such as Bayside, Boroondara and Glen Eira have a fortnightly garbage collection service for this reason.
- 4.4.4 Given the targets from the Victorian Government have not changed, and in both stages of the consultation we have received more support for fortnightly than opposition, Officers continue to recommend a fortnightly service for garbage for houses and townhouses. This will be scheduled for transition in 2026-27.



4.5 Support for all other activities

4.5.1 60% of respondents indicated strong or some support for the other activities.



Themes identified in this section of the consultation were:

- Engagement, education and comms – included in strategy
- Positive messaging – will be embedded in activities
- Hard rubbish – will be embedded in activities
- Support in using services at RRC – officers are currently working on RRC future planning

5. CONSULTATION AND STAKEHOLDERS

5.1 We heard from 90 community members in this stage. We used the regular methods of posters, emails, social media and postcards, as well as newsletters. All information was gathered via the Have Your Say website. The full Don't Waste It! Strategy Consultation Summary Report can be found in Attachment 1 to this report.

6. LEGAL AND RISK IMPLICATIONS

6.1 Don't Waste It! Is the primary method through which Council ensures it is meeting its obligations under the Environmental Protection Act (2021), the Circular Economy Act (2018) and the Local Government Act.

7. FINANCIAL IMPACT

7.1 There are no significant risks or impacts in adoption of the Strategy

7.2 Year 1 actions will be funded through existing budgets. All details are listed in the attached draft strategy.

7.3 Further actions beyond year 1 will be subject to Council budget consideration and approvals.

8. ENVIRONMENTAL IMPACT

8.1 Adoption of the Don't Waste It! Waste and Recycling Strategy 2025-28 is a key way that Council will meet its obligations under the Environmental Protection Act (2021). It is also a key way in which it will reassert leadership in the environmental sphere.



9. COMMUNITY IMPACT

- 9.1 Full Don't Waste It! Strategy Engagement Summary Report can be found in Attachment One to this report.

10. GENDER IMPACT ASSESSMENT

- 10.1 A GIA will be completed for all activities in the attached draft Strategy

11. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 11.1 Adoption of the Don't Waste It! Strategy aligns with Strategic Direction 2 – An environmentally sustainable and resilient city.
- 11.2 Adoption of the Don't Waste It! Strategy supports the Act and Adapt Strategy 2023-28 and has been designed to actively align with its actions.

12. IMPLEMENTATION STRATEGY

12.1 TIMELINE

- 12.1.1 Officers will commence work on year 1 activities and planning for some year 2 activities. All activities can be found in the attached Don't Waste It! Strategy 2025-28.

12.2 COMMUNICATION

- 12.2.1 A Communications and Engagement Plan is currently under development to cover the length of the Don't Waste It! Strategy 2025-28. Key messages will be developed based on feedback from the community and alignment with service changes.

13. OFFICER MATERIAL OR GENERAL INTEREST:

- 13.1 No officers involved in the preparation of this report has declared a material or general interest in the matter.

ATTACHMENTS

1. Phase Two Don't Waste It! Strategy Consultation Summary  
2. Don't Waste It! Waste and Recycling Strategy 2025-28  



Waste and Recycling Strategy

Don't Waste It! Engagement Summary Report

October 2025



City of Port Phillip **Don't Waste It! Engagement Summary Report**



Acknowledgement of Country

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

Postal Address

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City of Port Phillip **Don't Waste It! Engagement Summary Report**



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Introduction

Project background

Council must provide a waste service. **Don't Waste It!** Is City of Port Phillip's waste and recycling strategy. Its purpose is to:

- transform our waste services to align with state and federal targets
- set our own internal targets and goals, and
- help us work out what we're going to prioritise.

The strategy is refreshed every three years. Officers went out to the community to consult on a broad range of issues in March and April 2025. Based on the feedback received, and working with key stakeholders, officers developed a draft waste and recycling strategy. In September and October 2025, officers took this draft strategy out to the community to find out if we had accurately interpreted what we heard into an actionable, achievable strategy.



What we set out to achieve

As we had already widely consulted with the community earlier in 2025 on general concepts and concerns, the purpose of this engagement was to gauge levels of support for the proposed strategy.

About this report

The purpose of this report is to summarise what we heard from the community, and who we heard from.

Before reading this report

The following should be considered when reading this report:

- The information in this report is based on qualitative research and does not necessarily reflect the views of a statistically representative sample of the community.
- City of Port Phillip strives to include diverse voices in our engagement activities. We acknowledge, however, that some people are likely to have experienced barriers to participation in the activities that are outlined in this report – including people with disability, multicultural communities, older people, Aboriginal and Torres Strait Islander people and others.
- The word '**participants**' is used to describe the total group of community members and stakeholders who contributed to this engagement process. The terms '**respondents**' is used to talk about the sub-group of total participants who responded to a specific question or engagement activity.
- The information and views presented in this report are a summary of the opinions, perceptions and feedback heard from across all the engagement activities. The feedback has not been independently



validated. As such, some information maybe factually incorrect, unfeasible or outside of the scope of this project.

- This report summarises key feedback from participants and does not preclude the project team from considering community feedback in its original format.
- The report summarises the feedback from engagement activities. While every effort is made to include the full breadth of feedback provided, not all comments, views or advice are shown in the findings of this report. Where appropriate, a mix of quotes, themes and metrics are used to convey community feedback.
- Detailed participant demographic data was not collected or mandatory across all engagement events and activities. This may affect the weight of findings about community participation. Where appropriate, response numbers for each question are displayed or acknowledged.
- This report focuses on the communication and engagement activities delivered by Council in a planned engagement process. It does not necessarily include events, meetings, surveys, petitions, or communications organised by the community or third parties.



What we did

Between 15 September and 19 October 2025, we delivered a range of communications activities to let the community know about the draft Strategy, and collected feedback through a mix of engagement activities.

Communications activities

To increase awareness of the engagement process, we did the following:



Postcards x400

Postcards were distributed to the local community, explaining the engagement process and inviting people to provide feedback.



Emails x 62

Emails were sent to community groups and Neighbourhood Houses inviting the community to provide feedback.



Newsletters x4

Project information and an invitation to engage was included in four newsletters during the engagement period: Engagement Port Phillip, *DiverCity*, Sustainable Port Phillip and the EcoCentre newsletters.



Social media posts x 6 organic + paid campaign

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



'Have your say' website

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



Engagement activities

To collect feedback from the community we did the following activities:



Survey **(Available online)**

This survey collected demographic details about participants, and asked for community feedback on the draft Don't Waste It! Waste and Recycling Strategy.

This survey asked for community feedback on their level of support for proposed waste and recycling objectives and indicators, specific objectives and indicators they were most concerned with, their opinions on transitioning houses and townhouses to a fortnightly garbage collection, and their views on various activities aimed at reducing waste to landfill, increasing resource recovery, improving value for money, and enhancing service efficiencies.

The survey was available in English.

Reach and participation

Reach through communications activities

Activity	Reach	Insights
Social media posts	3,064 (organic)	We reached slightly more users via organic Instagram posts compared with Facebook. Our paid Meta

City of Port Phillip **Don't Waste It! Engagement Summary Report**

26,660
(paid)

campaign resulted in 615 clicks through to the survey page, a cost per click of 0.81c. This was a more expensive click through rate compared with Phase 1, but this is typical for a Phase 2 consultation, as community members are already familiar with the content and are less likely to click through to supply feedback.

Newsletters	X4	Traffic to the page was steady, but we saw some upticks in visits to the website after various newsletters, in particular, Divercity on 25 Sept.
'Have your say' website	1,214 views	- Most visitors came to the website either via a campaign (40%) or directly (33.5%). - Nearly a quarter (14%) of visitors were referred via other websites. 10.8% of the visitors to the page made at least one contribution.

Participation by engagement activity

Ninety community members participated in this engagement process by completing the survey.

Activity	Number of participants	Insights
Survey	90	Respondents were mostly from Port Melbourne (24%), Elwood (16%), Albert Park (12%), and other suburbs within Port Phillip.

City of Port Phillip **Don't Waste It! Strategy report**



- Household types included couples without children (39%), couples with children (24%), and one-person households (29%).
 - Homes were a mix of separate houses (40%), townhouses (25%), and flats or apartments (34%).
 - The age distribution was broad, with the largest groups being 35–49, 50–59, and 60–69 years
 - A majority (68%) of participants had provided feedback on other City of Port Phillip projects in the past 12 months, indicating an engaged community.
-



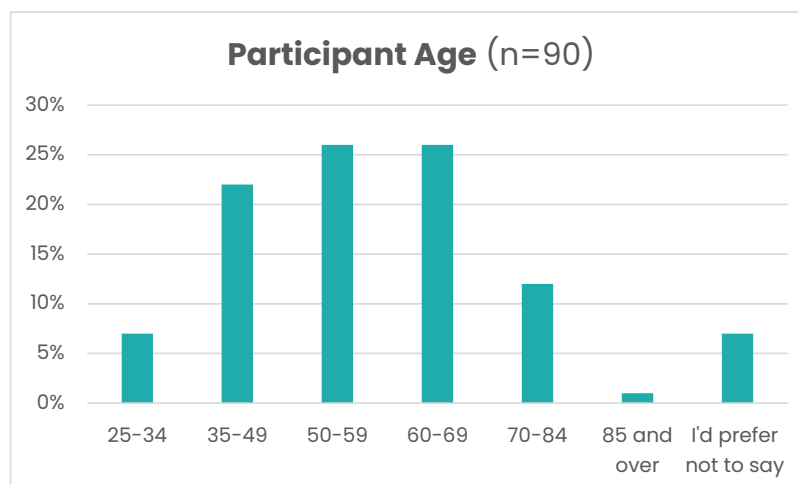
Who we heard from

Demographics

Through our survey we asked questions about participants' demographic details. Demographic information was collected from 90 participants. The following explores those demographics.

Age group

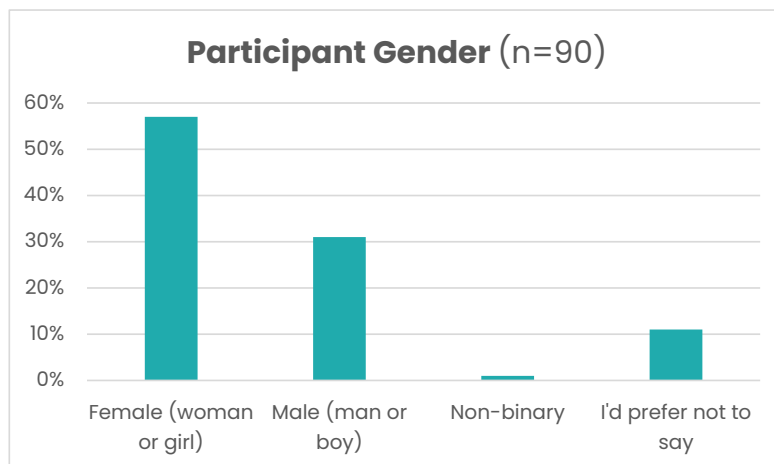
Over half of the respondents (n.46) are in the age groups of 50-59 (26 per cent) and 60-69 (26 per cent). The younger age groups 5-11 and 18-24 had no representation. People aged 35-49 make up 22 per cent of respondents and people 70 and above make up 13 per cent of respondents.





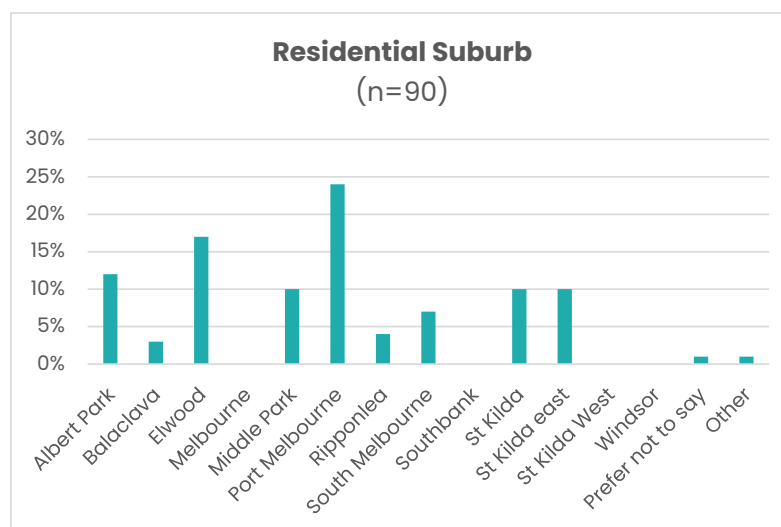
Gender

A majority of respondents identify as female (57 per cent, n. 51), while 31 per cent (n. 28) identify as male. Non-binary represents a small percentage of the respondents 1 per cent (n.1).



Residential suburb

The highest percentage of respondents live in Port Melbourne (24 per cent). Elwood (17 per cent) also has notable representation.

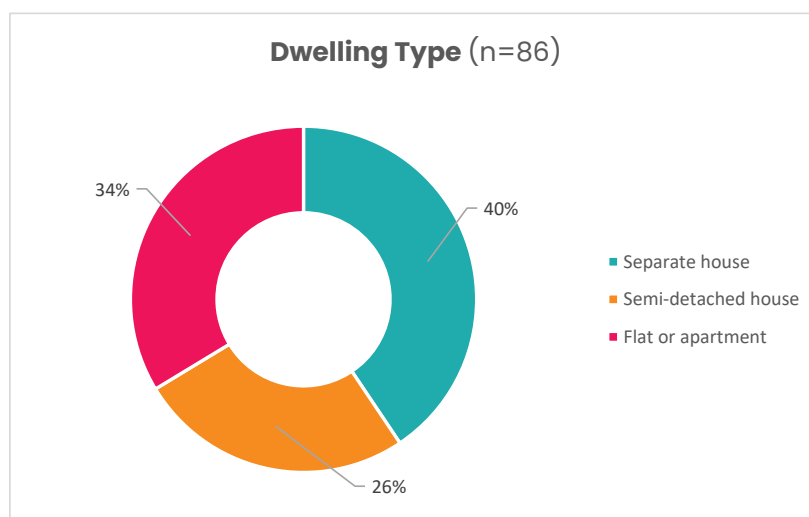




Types of homes respondents live in

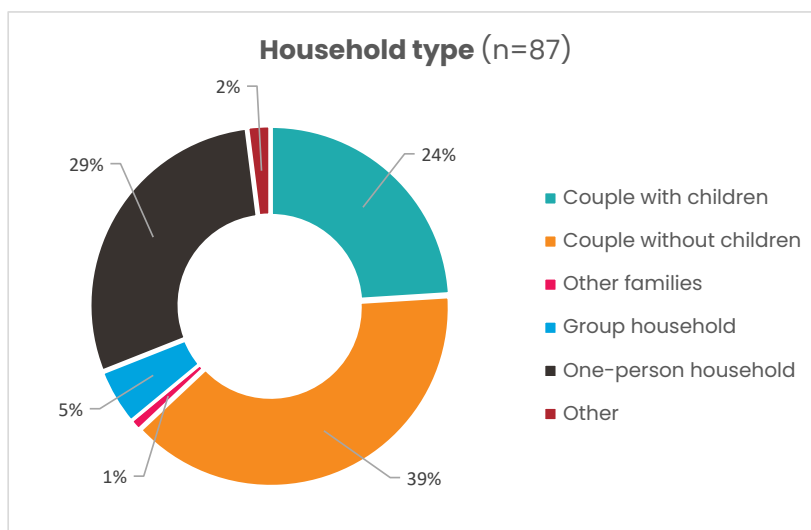
The responses are evenly distributed across different types of housing:

- 40 per cent (n. 35) live in separate houses
- 34 per cent (n. 29) in flats or apartments, and
- 26 per cent (n. 22) in semi-detached houses, suggesting a diverse range of living situations.



Household type

The most common household type of respondents is couples without children (39 per cent, n.34), followed by one-person households (29 per cent, n.25) and couples with children (24 per cent, n.21). This indicates a significant presence of single and couple person households.

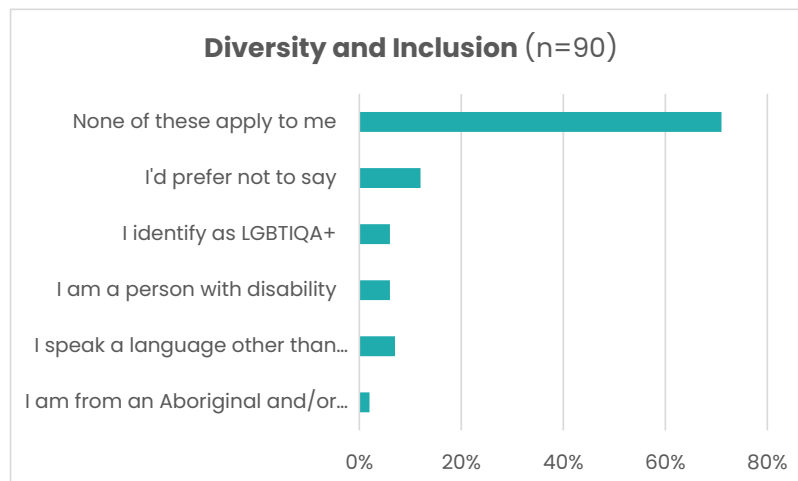


Diversity and inclusion

We asked people if they identified with any of the following statements. The statements included:

- 'I speak a language other than English at home' (6 responses).
- 'I identify as LGBTIQ+' (5 responses).
- 'I am a person with disability' (5 responses).
- 'I am from an Aboriginal and/or Torres Strait Islander background' (2 response).

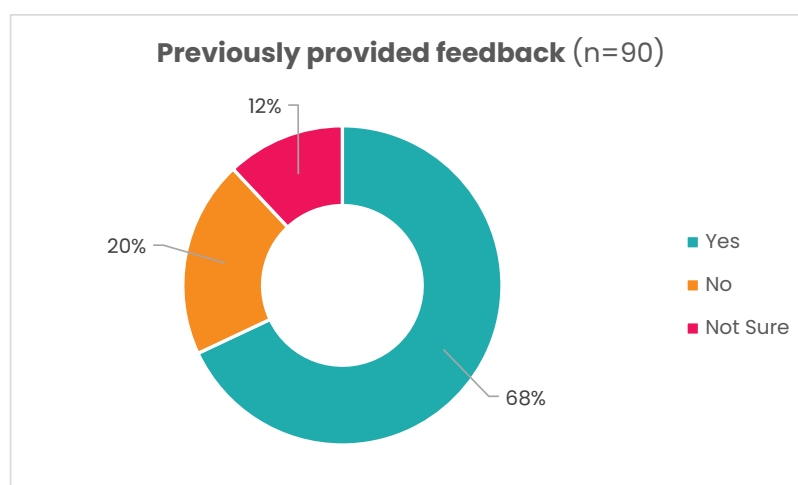
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Feedback on other projects

To help us understand if we were engaging with new community members, we asked if participants had provided feedback on any other Council projects in the past 12 months.

In total, 68 per cent (n.61) of participants said they had provided feedback to Council in the past 12 months; 20 per cent (n.18) of participants said they had not, and 12 per cent (n.11) were unsure.





What we heard

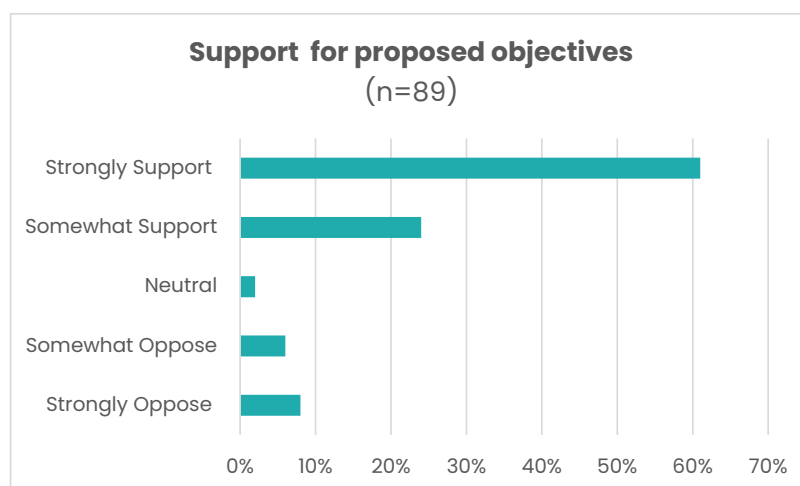
Community members were asked about their level of support for the proposed objectives and actions in the draft Waste and Recycling Strategy. We received 90 responses.

Overall themes we heard

- Concerns about hard rubbish and dumping.
- A desire for increased recycling and opportunities around reuse, including for recycling and drop off hubs.
- Increased education and information.
- Concern about getting the kerbside service right.

Support for proposed objectives

Overall level of support for the proposed objectives is high. 84 per cent of respondents indicated strong or some support of the objectives.



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GENERAL SENTIMENTS

The statements received from respondents make it clear that there is a range of understanding about how objectives work and what is achievable.

Positive comments provided suggestions for improving the objectives, including:

- Specialised recycling.
- Advocacy.
- Circularity and reuse.
- Education and bin signage.
- Incentives.

There was broad support for the objectives, but concern that without sufficient education and enforcement, contamination would still occur.

There was some general support in this section on changing the frequency of all bins to fortnightly.

Concerns focused on:

- Distrust of Council services, especially scepticism that recycling is actually recycled, and that waste is not collected efficiently.
- Lack of space for fourth bin.
- Dumped rubbish.
- Assumption that a higher living standard necessitates more waste generation.
- Concerns over governance, particularly around the lack of submissions to the kerbside procurement tender.

HOW THE FEEDBACK HAS BEEN USED

Feedback on circularity, education, signage, distrust, dumped rubbish and governance has been noted for inclusion in the specific actions. While these haven't been included in the Strategy as they are too specific, they will be included when each action is developed into a project. Incentives and



specialised recycling will also be included, with an eye to requesting increased budgets in years 2 and 3 of the Strategy.

Due to the legislative requirement for a fourth bin, the objectives related to the fourth bin have not been changed in the Strategy, but this will be brought to Councillors for discussion.

QUESTIONS ASKED

- Overall, what is your level of support for proposed objectives (Rating scale, 89 responses)
- If you have feedback on a particular objective, please identify which one so we can better understand your input (Multiple-choice, 68 responses)
- What are your comments or suggestions on the proposed objective/s you selected? (Open ended, 58 responses)

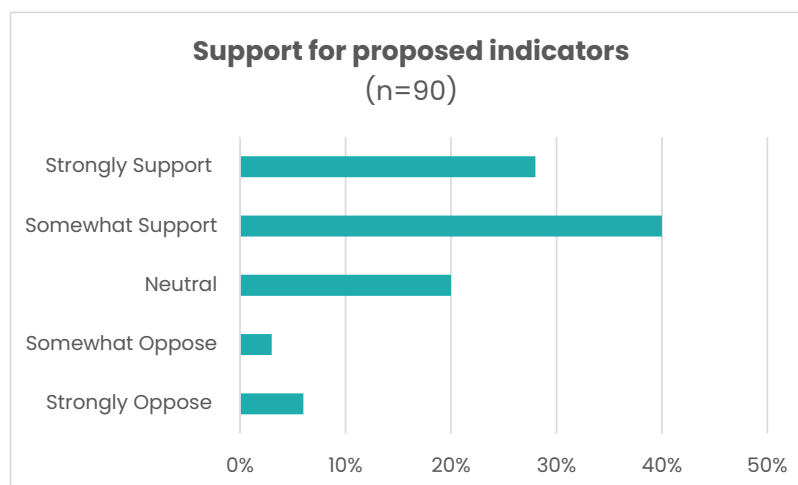
Support for proposed indicators

Overall level of support for the proposed indicators is high. 71 per cent of respondents indicated strong or some support for the indicators. There were no comments requesting non-inclusion of any of the proposed indicators; however, there were requests for strengthening the proposed indicators or adding more.

The indicators believed to have the greatest positive impact were identified as:

- Diversion rate.
- Contamination.

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COMMENTS ON INDICATORS

An array of comments were received on the indicators, mostly positive or supportive but sceptical. Some wanted to include customer satisfaction with the hard rubbish service. A few comments were received wondering why there were so many “to be decided” indicators. These latter two types of comments indicate a greater need to explain to the community not only how the service works, but that these services are complicated.

- “OK if rates are achievable. Not OK if just wishful thinking.”
- “You will need to find a way to communicate all of the various rules and restrictions effectively to people with limited English and to those who move in and out of the area frequently.”
- “With 91% apartments and 47% renters your education and compliance budget is woefully inadequate.”

Some comments were received in this section that do not relate to indicators. These comments have been incorporated into other sections. An example of this is the comment “You will need to find a way to communicate all of the

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various rules and restrictions effectively to people with limited English and to those who move in and out of the area frequently." This comment will form a part of the project development for activities 2.2 and 2.3, which are about education and engagement of renters and targeted communities.

HOW THE FEEDBACK HAS BEEN USED

A number of indicators were requested but are already in the Strategy or the Council Plan. These are: community satisfaction, contamination, hard and dumped rubbish and diversion rate.

Officers added a new action for the indicator "Circularity in the form of waste turned into an item used by Council (i.e. turned into furniture)." The new action is 2.6: Embed circularity in Council's internal processes, including in infrastructure and buildings.

Areas where Indicators were requested, and the reasons why these are not in the strategy, are:

Community suggested Indicator	Reason for not including
Apartment compliance (vs household)	There is no good way to measure this without an increased budget. It could be possible in future strategies but not until after the kerbside transition to the four waste streams.
Bin fullness	Bin fullness is not a good indicator because it changes so much week to week (as opposed to composition which often stays the same).
Litter	Litter could be an indicator, but not in this strategy – it could go into a litter prevention policy or similar. This work

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	can be included in the development for activity 1.1.
--	--

QUESTIONS ASKED

- Overall, what is your level of support for proposed Indicators (Rating scale, 90 responses)
- Select the indicators you are providing feedback on (Multiple-choice, 6 responses)
- What are your comments or suggestions on the proposed indicator/s you selected? (Open ended, 47 responses)
- Which indicators do you believe will have the greatest positive impact, and why? (Open ended, 44 responses)

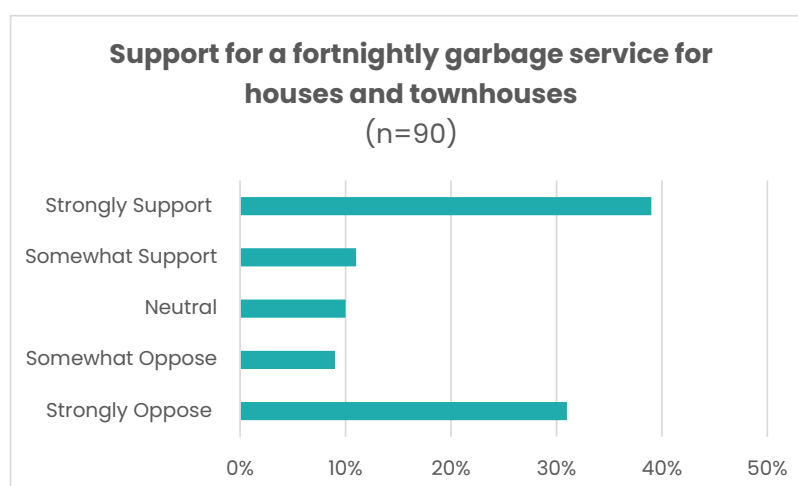
Support for transition to fortnightly garbage

Overall level of support for the transition to fortnightly garbage collection for houses and townhouses is moderate. 50 per cent (n.45) of respondents indicated strong or some support for the transition. 40 per cent (n.36) indicated a mild or strong rejection of the concept and 10 per cent (n.9) indicated no opinion.

Concerns about fortnightly included:

- Smell and amenity.
- MUDs being the problem.
- Concern that this will lead to increases in dumped rubbish and contamination.
- Desire to see a reduction in the waste charge.

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HOW THE FEEDBACK HAS BEEN USED

It is relevant to note that 66 per cent (n.57) of respondents to the survey indicated that they live in a house or townhouse.

Preference for fortnightly garbage was also asked in Stage One of this consultation process, in March–April 2025. The question asked at that time was “Which one stream would be reasonable to reduce the collection frequency to fortnightly?” 341 responses were received, with 46 per cent of respondents indicating they would choose a fortnightly garbage bin, 13 per cent indicating recycling, and 41 per cent indicating they wanted no changes.

No changes have been made to the Strategy based on this feedback. Given the targets from the Victorian Government have not changed, and in both stages of the consultation we have received more support for fortnightly than opposition, Officers continue to recommend a fortnightly service for garbage.

QUESTIONS ASKED

- What is your level of support to move houses and town houses to a fortnightly garbage collection (proposed activity 1.3)? (Rating scale, 90 responses)

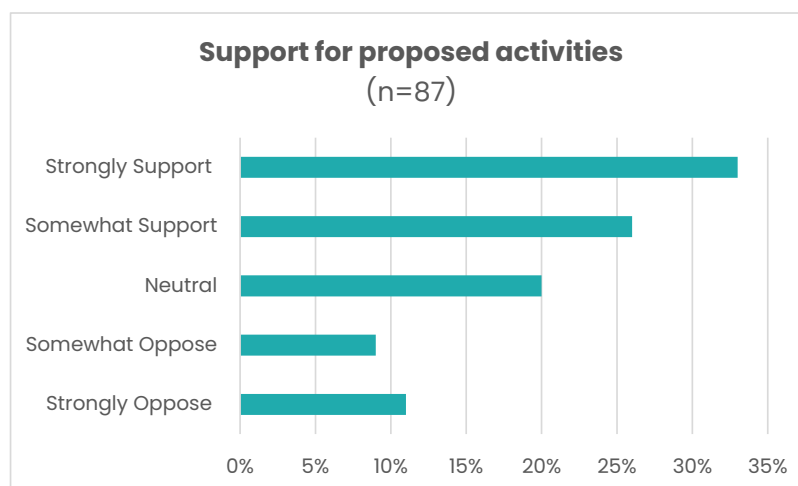
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- What are your comments or suggestions on the transition of houses and townhouses to a fortnightly garbage collection? (Open ended, 63 responses)

Support for proposed activities

Overall level of support for the other proposed activities is moderate. 60 per cent (n.52) of respondents indicated strong or some support of the indicators.



WHAT CONCERNS DO RESPONDENTS HAVE WITH THE PROPOSED ACTIVITIES

12 comments were received in this section, mostly critical. Major themes were continued from previous questions, focussing on space for the fourth bin, concerns about bin frequency, and a desire for more education so that everyone understands what happens to their recycling.

WHAT COULD COUNCIL DO TO MAKE THEM FEEL MORE COMFORTABLE ABOUT THE CHANGES

Respondents identified what would make them feel more comfortable. Major themes were:

- Engagement with the community before, during and after changes.

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- Ongoing education and training in many forums.
- Positive messaging.
- "Make it as easy as possible to do correctly."
- Space in strategy for hard rubbish and soft plastics.
- Support in using the services provided by the Resource Recovery Centre (RRC), given its location.

HOW THE FEEDBACK HAS BEEN USED

Focus on hard rubbish and soft plastics, and support in using the services at the RRC, have already been included as actions in the Strategy.

The specifics of the rest of the comments have been documented for inclusion in the project development of the actions.

One of the main takeaways of this section and previous is the need to ensure the community understands what 'reasonably practicable' means in the Service Standards. We know from community requests for FOGO exemptions due to 'lack of space' that what a resident considers lack of space is not what the state government considers lack of space, and this sort of information will need to be a focus of education in the kerbside rollout.

QUESTIONS ASKED

- Overall, what is your level of support for the other proposed activities? (Rating scale, 87 responses)
- Please select all the activities you'd like to comment on (Multiple choice, 38 responses)
- Please describe the main concerns you have with the proposed activities. What changes or alternatives would increase your level of support? (Open ended, 12 responses)
- What additional information would you need to feel more confident in supporting these activities? (Open ended, 18 responses)



Other Feedback

21 per cent (n.19) of respondents provided further feedback. The main themes that came across in this section were:

- Support. Comments included “Just DO IT!” and “thanks for working on this.”
- An emphasis on the importance of signage and education.
- A need to focus on MUDs.
- Bin checks and penalties.
- RRC and other drop off points.

HOW THE FEEDBACK HAS BEEN USED

Comments received in this section were all repeats of comments in previous sections, and have been incorporated accordingly.

QUESTIONS ASKED

Do you have any other feedback about the proposed draft waste and recycling strategy? (Open ended, 19 responses).

Next steps

Stage Two of the Consultation for the Waste and Recycling Strategy did not result in feedback that triggers major edits to the draft strategy. Small grammatical and intent changes have been made to the Strategy.

Most of the commentary received has been documented for incorporation into the project plans for the actions in the Strategy.

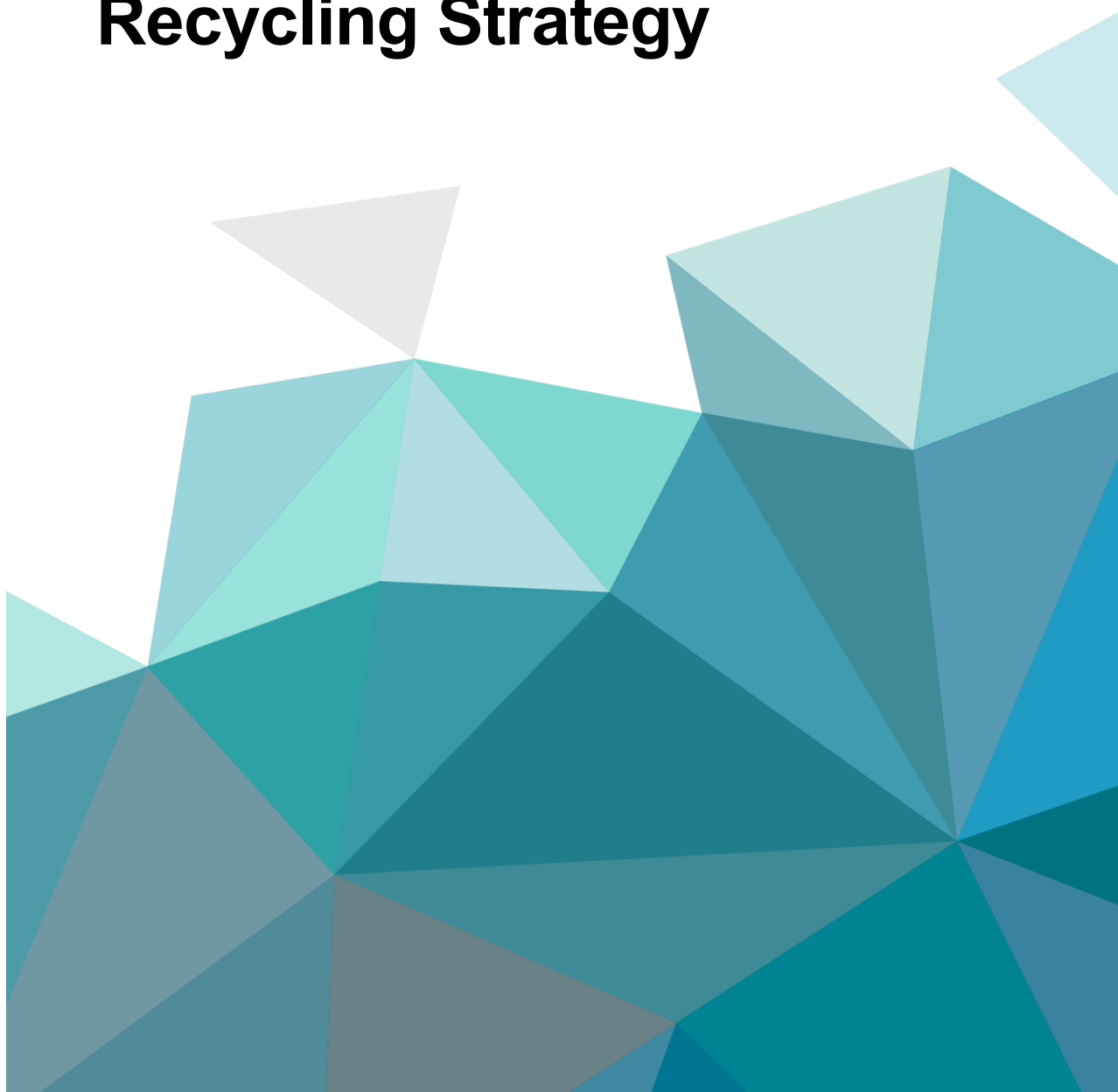
Councillors will be given the opportunity to consider the question of Glass Advocacy and Fortnightly Garbage and whether to adopt the Strategy at the Council meeting on 19 November.

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Draft Waste and Recycling Strategy



Wominjeka

Council respectfully acknowledges the Traditional Owners and Custodians of the Kulin Nation. We acknowledge their legacy and spiritual connection to the land and waterways across the City of Port Phillip and pay our heartfelt respect to their Elders, past, present, and emerging

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Message from the Mayor

Executive Summary

The City of Port Phillip's Waste and Recycling Strategy guides the ways Council will transform our waste services over the next three years.

Vision and objectives

The strategy will contribute to achieving Port Phillip's community vision of **a liveable and vibrant city that enhances community connection and wellbeing**, by reducing our environmental impact. We will responsibly manage waste and work with our community to enhance environmental outcomes through three key objectives:

- reducing the amount of waste that goes to landfill
- increasing the recovery of valuable resources
- providing a value for money service.

Targets

We want to ensure that we're moving towards our objectives, and to do that, we have to set achievable targets. The indicators to achieve these targets are:

- contamination rate in the kerbside mixed recycling stream (25% reduction)
- glass in kerbside mixed recycling (72% reduction)
- contamination rate of kerbside FOGO (29% reduction)
- amount of FOGO material in the garbage stream for properties using a kerbside FOGO service (49% reduction)
- amount of kerbside recycling in landfill bin (65% reduction)
- diversion rate – diversion from landfill
- community satisfaction with Council meeting its responsibilities towards the environment
- total dumped rubbish per capita
- kerbside collection bins missed per 10,000 bin lifts
- customer satisfaction with regular weekly garbage collection
- customer satisfaction with regular weekly recycling collection
- customer satisfaction with regular weekly food and green waste collection

Strategy Highlights:

As our population grows, so too does our waste generation and the cost to manage it. Our challenge is to minimise waste and deliver best practice waste management in a densely populated municipality, as cost of living and the cost of waste disposal continues to increase.

We currently provide a three-bin kerbside service. By 1 July 2027, we also need to:

- provide a glass kerbside bin.
- get users putting glass in the glass bin, before glass counts as contamination
- standardise our general waste bins so they all have red lids.

We also need to consider other factors:

- How do we reduce our waste going to landfill? With the landfill levy having increased by 158% since FY21, getting recoverable waste such as FOGO out of the landfill bin is critical to maintaining a cost-effective service.
- The Resource Recovery Centre (RRC) sits on Crown Land. With the Fisherman's Bend Master Plan in full swing, we must consider how much longer we can access this site and what our plan is.

The City of Port Phillip will reduce waste to landfill by:

- revising the use of the RRC
- establishing litter procedures and litter enforcement officers
- developing a Circular Economy Policy
- exploring Advanced Waste Processing
- reducing access to landfill streams through scarcity principles, including fortnightly garbage for houses and townhouses.

The City of Port Phillip will increase the recovery of resources by:

- delivering a kerbside glass service.
- improving the accessibility of existing and future glass hubs.
- working with owners corporations and real estate agents to improve behaviours with short-stay, student, international and renter cohorts.
- provide targeted and culturally appropriate resources and support to residents.

The City of Port Phillip will provide a value for money service by:

- developing a waste charge policy that provides clarity of service offerings.
- standardising kerbside offerings.



- reviewing and redesigning Council's Waste Management Planning Guidelines to provide consistency and best practice for future builds.
- reviewing bin distribution and placement, especially in laneways and for Multi-Unit Dwellings (MUDs).
- implementing Radio-frequency Identification (RFID) in our bin fleet.

What's the problem?

As our population grows, so too does our waste generation and the cost to manage it. Our challenge is to minimise waste and deliver best practice waste management in a densely populated municipality.

From 2021-2024, the landfill levy increased by 96 per cent and in 2025 was raised by another 26 per cent.

Contamination makes up 13 per cent of our mixed recycling bins (2024 municipal waste audit). Contamination occurs when non-recyclable items like general waste are disposed of in the recycling bin. Contamination increases our processing costs and risks waste going to landfill.

91 per cent of our residents live in medium to high density dwellings (2021 Census), in other words, units and apartments. Waste in these buildings is hard to manage as multiple residents share the same bin. They often require tailored education to make sure bins are being used correctly. While new builds have Waste Management Plans (WMPs), many of our existing buildings predate this requirement and were not built to accommodate multiple waste streams.

Imagine you have a big pile of rubbish.

Diversion rate is like a recycling score: It tells us how much of that rubbish we're putting in the right bins (recycling and food/garden organic waste bin) instead of the garbage bin. The higher the score, the better we're doing. The main way to improve our diversion rate is by putting more items in our recycling and FOGO bins, and fewer items in our garbage bins.

Recycling the right stuff: When we put plastic bottles, paper, and food scraps in the correct bins, we're helping the diversion rate go up. That means less rubbish goes to landfill.

Less room in the garbage bin: When people have less space in the garbage bin, they try harder to put things in the recycling and food/garden organic waste bin. That's why our neighbours pick up the garbage only every two weeks instead of every week. We explain this a bit more in the next section.

How we compare to other councils

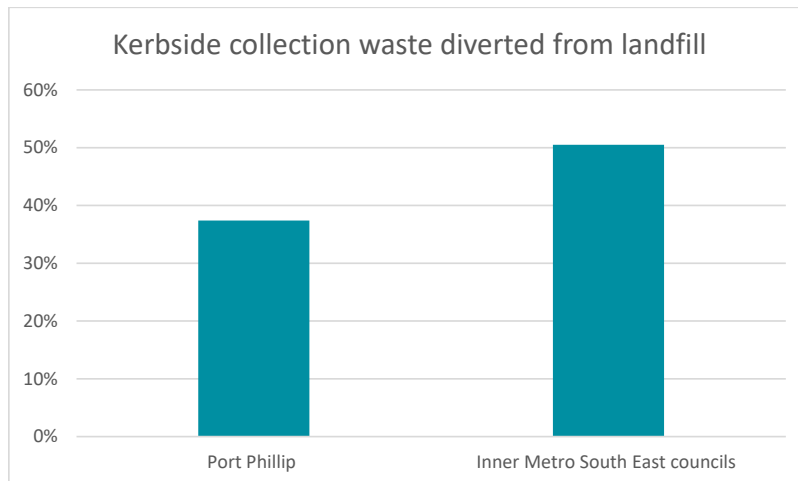
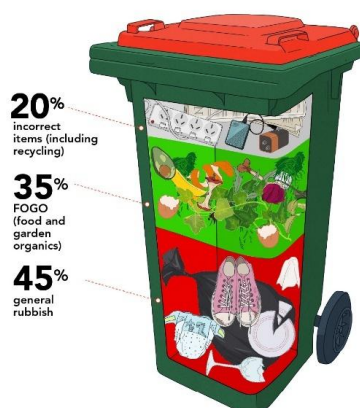


Table 1: Kerbside collection waste diverted from landfill COPP compared to the average of the inner metropolitan southeast councils, using 23/24 data. Graph will be updated with 24/25 data when available.

The Victorian Government conducts an annual review comparing landfill diversion rates between councils. The landfill diversion rate is the percentage of all our waste that is recycled correctly in the mixed recycling and FOGO bin. In 23/24 our diversion rate was 37.4 per cent compared to an average of 50.5 per cent for six other Inner Metropolitan Southeast councils. Three of our neighbouring councils (Bayside, Boroondara and Glen Eira) have a fortnightly garbage collection service which can increase diversion rates through scarcity principles.

Our current waste service

Kerbside collection service:

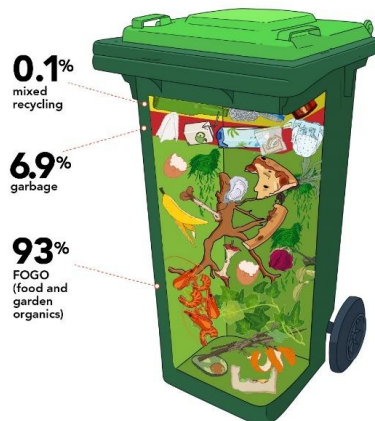


Garbage bin

- 120 litre (standard)
- Collected weekly
- Contents go to landfill
- 35 per cent of the garbage bin is food which could be recycled in the FOGO bin (2024 municipal waste audit)
- 20 per cent of the garbage bin is e-waste and recycling (2024 municipal waste audit)

Mixed Recycling bin

- 240 litre (standard)
- Collected weekly
- Certain types of paper, cardboard plastic and metal can be recycled
- 35 per cent of the mixed recycling bin is glass (2024 municipal waste audit)
- Glass will be treated as a contaminant in the recycling stream when the proposed Household Waste and Recycling Standard comes into effect on 1 July 2027



Food Organics and Garden Organics (FOGO)

- 120 litre (standard)
- Collected weekly
- Service introduced in 2023 for Single unit dwellings (SUDs) and 2024 for eligible MUDs
- Food scraps and garden waste is recycled into compost to be used on parks and gardens around Victoria

Additional waste services:

Hard rubbish, green waste and the RRC

Hard rubbish and green waste collections are available for residents to dispose of certain materials that can't go in their kerbside bins. We also operate a resource recovery centre for residents to safely dispose of household waste.

E-waste

There are certain hazardous items like e-waste which cannot be thrown out in kerbside bins as they are a fire risk. E-waste is any item with a plug, battery or power cord. We offer e-waste recycling at the RRC and introduced vape recycling in 2024. Vapes are increasingly causing 'hotloads' (the industry term for waste fires). When vapes get

crushed in trucks or at the recycling facility, they can cause fires with toxic smoke plumes, posing environmental and health risk to workers. We have established vape collection points for residents to safely dispose of their used vapes.

Public bins

Port Phillip's public spaces are popular with residents and visitors alike, especially during the warmer months. Access to waste disposal points is important to keep our public spaces clean and to prevent litter from ending up in nearby waterways. We have a disproportionate amount of public garbage bins compared to recycling bins. Our recycling bins have a high contamination rate of 18 per cent (2024 municipal waste audit). In June 2025 we installed metal baskets on a number of public litter bins to encourage passersby to dispose of their eligible Container Deposit Scheme (CDS) containers for anyone to retrieve, to increase recycling and reduce damage to public place bins.

Audits, education and behaviour change

Council supports the community to correctly dispose of their waste through education and behaviour change methodology. This takes several forms from waste guides to bin room posters, signage on public bins, social media videos and newsletter articles. Council also has a team of waste education officers who provide information to residents, especially to apartment managers.

We use audits to monitor and improve our waste management processes. We conduct audits to:

- understand the types and quantities of materials discarded
- help us plan for future services
- track progress against the targets set in the strategy
- plan education and behaviour change tactics

Demographics

- 21 per cent speak a language other than English
- 44 per cent of households contain only one person
- 49 per cent of residents are renters
- 48,777 households receive a kerbside service
- Covering an area of 21 square kilometres, we are geographically one of the smallest municipalities in Victoria and we are also one of the most densely populated.

Achieving our vision

We want to reduce our waste to landfill. We can do this through reducing the contamination in our recycling, finding new and innovative ways to recycle items, and by reducing the quantity of items produced in our community.

We want to empower our community. We want to help build capacity and share skills, provide efficient and effective services that enhance circularity across the city, and demonstrate leadership in waste reduction and innovation.

We want Council and our community to continue being guided by the waste hierarchy.

The Australian Government revised its Waste Hierarchy early in 2025, and we have developed our waste hierarchy based on their example.

[circular economy diagram will go here]

A Circular Economy is one that moves us away from a linear mindset and allows us to live and work within a system that:

- promotes thoughtful consideration of all inputs and outputs
- reduces environmental impacts
- supports economic growth
- prioritises future-planning
- protects and works within our natural environment.

The key to circularity is to consider not just reusability and repairability but also recycling and waste disposal. A Circular Economy is a system that aims to stop materials from becoming waste and to prolong the useful life of all materials. Through this, we lessen our impact on the environment.

We need to prioritise waste avoidance and reduction through good design and efficient production above reuse and recovery. By doing this, we reduce the quantity of materials that we generate, consume and discard. We use a combination of the waste hierarchy and circularity principles because this work is complicated. Combining the two principles allows us to navigate these areas more effectively and thoughtfully.

Through this strategy, Council aims to responsibly manage waste and support the community in enhancing environmental outcomes.

What about soft plastics?

As you read this Strategy, you might notice one obvious thing missing: soft plastics. In Port Phillip, soft plastics, including packaging and cling film, makes up about five per cent of the garbage bin. We know you're worried about soft plastics, and we're worried about it, too. Soft plastics is a complicated issue that requires a sector-wide response. Dealing with the tricky problem of soft plastics needs us to look at the market, at manufacturing, at processing and at recycling, as well as collection. Councils are just one tiny part of it. As such, we can't commit right now to tackling soft plastics. But we will look into opportunities for soft plastics diversion, and we will step in as soon as a space opens up for Councils to do this work.

Objective 1. Reduce the amount of waste that goes to landfill

Focus area: [Decreasing the amount of waste produced](#). Avoiding and reducing waste is important. Looking at what waste we produce and why, and how it ends up in landfill, is critical to understanding how the community uses our waste service and how we can provide a good service. By reducing waste, we reduce our impact on the environment, we minimise our reliance on our shrinking landfills, and we reduce the cost of our waste services.

Focus area: [Appropriate disposal of items](#). We can reduce dumped waste and litter through improving access to hard waste services, litter prevention enforcement and supporting diversion of difficult to recycle items.

Table 1. Indicators to support Objective 1

Indicators	Base FY24	FY25	FY26	FY27
Diversion rate (LGPRF) – Diversion from landfill (23/24 data)	40%	40%	45%	55%
Total dumped rubbish per capita	No data	TBD	TBD	TBD
Amount of FOGO material in the garbage stream for properties using a kerbside FOGO service (49% reduction)	35.43%	35%	28%	18%

Amount of kerbside recycling in landfill bin (65% reduction)	14.3%	13%	10%	5%
Contamination rate of kerbside FOGO (29% reduction)	7.01%	7%	6%	5%

Table 2: Activities to support Objective 1

#	Activities that reduce waste to landfill	FY25	FY26	FY27
1.1	Review litter and dumped rubbish procedures to ensure they align with expectations and are adequately resourced, including establishment of Litter Enforcement Officers.		x	
1.2	Investigate opportunities for diversion of hard to recycle items and problematic waste streams.	x	x	x
1.3	Reduce access to landfill streams through scarcity principles, including transitioning houses and townhouses to fortnightly garbage.		x	
1.4	Develop and implement a plan for monitoring and reducing waste to landfill from Council facilities.		x	x
1.5	Support recycling and safe disposal of waste through revision of RRC use, development of an operational strategy, and upgrades to facilities and processes.		x	x
1.6	Investigate opportunities to work with local organisations to divert high quality reusable goods that are dropped off to the RRC.		x	
1.7	Develop a circular economy policy to guide Council and community.		x	
1.8	Deliver activities and programs that promote community ownership of resources and services such as competitions to name new trucks.		x	x
1.9	Advocate to the Australian and Victorian Governments to introduce policy changes that actively foster a circular economy, including for extended product stewardship.		x	x
1.10	Investigate levers to incentivise circular economies in local businesses.			x

1.11	Explore Advanced Waste Processing to manage remnant waste streams.	x	x	x
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Objective 2. Increase recovery of valuable resources

Focus area: [Reduce contamination across all our waste types](#). Higher contamination rates reduce our ability to get precious things back from our waste streams. By assessing and consolidating Council's kerbside bin services we can ensure that all eligible dwellings have the correct bins and services. This will improve kerbside collections and help reduce contamination.

Focus area: [Making it easier to correctly separate at the source for recycling](#). Recovering what we have and using it for as long as possible is critical for reducing our reliance on natural resources. It helps us minimise our impact on the environment and reduces the cost of our waste service. Council can increase resource recovery by introducing a kerbside glass collection service and improving the communal hub system.

Focus area: [Community partnerships and behaviour change](#). Council provides permits for large community events. Establishing clear guidance on waste management for events will allow Council to model good recycling behaviours for community and visitors. Developing and implementing targeted, culturally appropriate resources for SUDs and MUDs, as well as visitors, is also a part of this.

Table 3. Indicators to support Objective 2

Indicators	Base FY24	FY25	FY26	FY27
Contamination rate in the kerbside mixed recycling stream (25% reduction)	13.24%	13%	12%	10%
Glass in kerbside mixed recycling (72% reduction)	36.19%	35%	25%	10%

Table 4: Activities to support Objective 2

#	Activities that increase resource recovery	FY25	FY26	FY27
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2.1	Deliver a kerbside glass collection service and a communal hub system that is effective and accessible to all, and in alignment with the Service Standard.	x	x	
2.2	Identify and engage with appropriate users to improve information to and engagement of renters, including short-stay, students and international visitors.		x	x
2.3	Develop and provide relevant, targeted and culturally appropriate resources and support residents to improve knowledge, behaviour change and ownership of waste, recycling and circularity.	x	x	x
2.4	Develop and implement a waste management policy which applies to all permitted events.		x	
2.5	Explore and support initiatives that connect community and skill and knowledge share, including supporting non-profit and community organisations that build the capacity of residents.		x	x
2.6	Embed circularity in Council's internal processes, including in infrastructure and buildings			x
2.7	Advocate to the Victorian Government on the expansion of CDS return locations and accepted items.	x		

Objective 3. Provide a value for money service

Focus area: [Reviewing and standardising existing kerbside services, including distribution, placement and collection of wheelie bins](#). Reviewing existing services and consolidating them will allow future changes to be brought in efficiently. This work will be supported by introducing contamination management protocols and working with contractors to implement new technology. This will allow future work using AI and RFID.

Focus area: [Apply the waste charge equitably](#). The waste charge is currently not governed by any one policy and does not consistently consider properties that receive a council service such as business and commercial sites, non-rateable sites, industrial sites and schools. It also doesn't consider properties that receive a partial Council waste service.

Focus Area: [Secure Resource Recovery Centre services](#). Review the use of the RRC and how its services are best utilised across our community, with a view to ensuring our City is not negatively impacted by the reclamation of the RRC site by the Crown by 2050.

Focus Area: [Advocacy](#). There are many areas of interest to our community that the City cannot control. We will advocate to State and Federal Government on producer stewardship and circularity.

Focus Area: [Circular Economy](#). Develop, review and redesign policies and plans to guide Circularity.

Table 5. Indicators to support Objective 3

Indicators	Base FY24	FY25	FY26	FY27
Community satisfaction with Council meeting its responsibilities towards the environment (Community Satisfaction Survey)	7.2	TBD	TBD	TBD
Kerbside collection bins missed per 10,000 bin lifts (LGPRF)	5	7	7	7
Customer satisfaction with a regular garbage collection	8.6	TBD	TBD	TBD
Customer satisfaction with regular weekly recycling collection	8.5	TBD	TBD	TBD
Customer satisfaction with weekly food and green waste collection	8.5	TBD	TBD	TBD

Table 6: Activities to support Objective 3

#	Activities that improve value for money	FY25	FY26	FY27
3.1	Develop and implement a waste charge policy that provides clarity of service offerings and charges to ensure consistency of charges across various property types.	x		
3.2	Standardise Council kerbside service offerings and ensure that all service offerings are administered, applied and used appropriately. This includes		x	x

	standardising all general waste bins, so they have a red lid in FY26/27.			
3.3	Work with rate payers and collection contractors to optimise bins and bin placement, looking especially at placement of bins from SUDs for collection and working with MUDs on numbers and sizes of bins.		x	x
3.4	Review our hard and green waste collection and drop off services to ensure they are equitable and relevant to the community's needs.	x	x	
3.5	Work with collection contractors to review collection day areas to balance loads during the week.		x	
3.6	Work with recycling collection contractors to implement coordinated contamination management protocols and strategies.	x	x	
3.7	Review and redesign Council's Waste Management Planning Guidelines and Planning Scheme to ensure future buildings – whether serviced by Council or not – are built to accommodate multiple and complicated waste streams.	x		
	Activities that improve service efficiencies			
3.8	Work with contractors to implement systems that allow Council to provide a data driven education and service driven response to issues such as the use of RFID and AI technologies.		x	x
3.9	Improve visibility and trust in our waste service through reporting to our community. This will include establishing a reliable baseline for all waste services and ongoing accessible communications.	x	x	x

How will we know we are achieving our objectives?

The Waste and Recycling Strategy will be reported to Councillors quarterly. In addition, Council is required to report to Local Government Victoria (LGV) annually via the Local Government Performance Reporting Framework (LGPRF).

The reporting that Council conducts includes a combination of municipal-wide compositional audits and contractor audits. The latter sets our fees for the following financial year. There is often a discrepancy between the two. From this strategy, we will only use the data from the municipal-wide compositional audits for reporting unless otherwise required by legislation.

Costs and Funding

What are our big costs?

The main contributions to the cost of the waste service that Council provides are listed in the table below.

Table 7. Waste service costs

Stressor	Cost details	Ongoing or One-off
Landfill Levy There is a cost to dispose of waste. Since FY21 to FY25, the landfill levy has increased by 158%. In brief, the more weight in general waste bins, hard waste and dumped rubbish, the greater the cost to Council.	FY21: \$65.90 per tonne FY25: \$169.79 per tonne	Ongoing
Contamination charges Our recycling is charged at a flat rate per tonne. That cost increases the more contamination we have, and the more contamination we have in recycling bins, the more this service costs. From 1 July 2027, glass will count as a contaminant in commingled recycling.		Ongoing

It costs \$70 more per tonne to collect our commingled recycling with our current contamination rate than it would if we hit our target of 10%.		
Service Standardisation As part of the service standardisation, we must roll out glass bins to all residents that receive a kerbside service, ensure all garbage bins have red lids (not green or burgundy), and consolidate the communal hubs.	Glass: \$1.7mil Communal: \$7k per hub (# TBC)	One-off
RFID We must install RFID in all our bins. This is a contract requirement and will help us locate lost bins and identify contamination.	\$750k	One-off
Standardisation of Information We know that our services are not provided equally. For example, the waste rebate is not currently applied properly – that is, some rate payers are receiving the rebate and a kerbside waste service. We know that some rate payers have more bins than they should, and some have fewer. In order to make sure our services are provided equally; we have to gather a lot of data. This is very labour intensive.	\$1.5mil	Multi-years
Education and behaviour change It costs us money to talk to you. For every brochure we post to every house, it costs us about \$30,000. Litter Enforcement Officer to investigate and prosecute dumped rubbish issues.	\$30k per year \$80k per year	Ongoing

How do we pay for things?

The main way we recoup these costs is:

- **Waste Charge:** The waste charge is charged to all rate payers in the city. A rebate is provided to any rate payer who doesn't receive a kerbside service. The

waste charge can only fund services directly received by ratepayers. That is, it cannot fund general use costs such as emptying street litter bins.

- **Fees:** We charge fees at the RRC.
- **Grants:** Sometimes we receive funding from the Victorian and Australian governments. In 2023, we received funding from the Victorian Government for the FOGO bin roll out.

Why do we need a new Waste and Recycling Strategy?

Don't Waste It! 2022–2025 was adopted to better reflect the City's waste context at the time. This included:

- the release of 'Recycling Victoria, a new economy' in 2021
- a changed waste landscape due to federal waste export bans and the landfill levy
- changing community expectations.

It was designed as an interim update to the 2018 Strategy and was always intended to be refreshed after three years.

Table 8. Don't Waste It 2022–2025 in review

Priority Area	What We Achieved
Food organics and garden organics (FOGO)	• Rolled out communal FOGO hubs • Rolled out kerbside FOGO to eligible SUDs and MUDs • Launched and maintained FOGO audit program
Separated glass recycling	• Rolled out communal glass hubs • Targets met: Communal Glass Bins achieve less than 5% contamination rate during the first postimplementation municipal waste audit in 2023 and then continue to maintain these contamination levels until 2025
Mixed recycling	• Targeted key incorrectly recycled items such as batteries and vapes • Launched and maintained MUDs inspection program

Garbage	- Improved waste from landfill diversion rates to meet target of 40 per cent - Targeted heavy volume domestic use items such as nappies through a reusable nappy program
Public place waste	- Trialled public place recycling bin expansion in 14 locations - Trialled CDS container basket trial in 86 locations.

Reflecting on our targets

Don't Waste It! 2022–2025 was ambitious, setting 24 targets and 39 priority actions across nine priority areas, set to long term goals that exceeded the length of the strategy. Seven targets and 18 priority actions were met or completed. Whilst suitable at the time, many of these targets and actions gradually became unachievable. Since its adoption, what we need to achieve with our kerbside service reforms, and how we achieve them, has changed.

The date for the introduction of the four-stream waste collection has been brought forward from 2030 to 2027. This was partially in response to the cautious approach that many Victorian Councils have been taking to their rollouts. The draft Service Standard have also changed several times and are 18 months delayed for confirmation. Our communal glass and FOGO hubs are not likely to comply with the updated Service Standard.

This strategy will set fewer targets, with all of them being directly aligned to the 2027 targets – that is, within the lifetime of the strategy.

How this strategy was developed

Don't Waste It! 2025–2028 draws from:

- Victorian and Australian Government legislation and guidance documents
- Reviews of previous strategies
- Benchmarking against other Councils
- Waste and Circular Economy industry benchmarking
- Gender and Equity Impact Assessment
- Two phases of community engagement

Engagement process

In March and April 2025, officers went out to the community to consult on a broad range of waste issues. We heard from 601 members of the community. We received survey submissions and feedback in person at pop ups and discussion groups, including at Russian and Greek seniors groups meetings. The full engagement report can be found online at [Don't Waste It! | Have Your Say Port Phillip](#).

Phase Two will take place in the latter half of 2025. Community members and stakeholders will be encouraged to provide feedback on the Draft Waste and Recycling Strategy 2025–2028.

What we heard from the community

We heard that our community wants more education directly on bins, with signage that is easy to understand, and that education and awareness is important to people. We heard that our community worries about how much space their bins take up, and how to transport their rubbish and recycling from their kitchens to the correct disposal points.

We heard that people like the communal hubs but find them difficult to use. We heard that people want to recycle correctly, but that knowing where to put items is complicated. We heard that people want more access to recycling options and want to support the Circular Economy.

Our role

Table 9. Guiding policies for the Strategy

Government type	Guiding policies		
Federal	National Waste Policy 2018	National Food Waste Strategy	
State	Recycling Victoria: A new economy	Environmental Protection Amendment Act 2018	
Local	Council Plan 25–35	Act and Adapt Strategy 2023–28	New Waste and Recycling strategy

The Australian Government provides the national waste framework, it is responsible for implementing Australia's international treaty obligations and addressing market failures. The constitutional responsibilities regarding waste management and resource recovery sit with state and territory governments and the delivery of waste services sit with local government.

Policy, regulation and strategy

Australian Government

The National Waste Policy (2018) provides a framework for collective action to improve waste management by businesses, governments and communities by 2030. The policy focuses on avoiding waste, improving resource recovery, increasing the use of recycled materials, better managing material flows and improving information to support innovation, guide investment and inform customer decisions. The *National Food Waste Strategy (2017)* aims to halve food waste by 2030 by providing policy support, business improvements, market development and influencing consumer behaviour change.

Victorian Government

In 2020 the Victorian Government released its circular economy plan *Recycling Victoria: A new economy* (2020), requiring a new four stream waste and recycling system for households across the state. *The Circular economy (Waste Reduction and Recycling) Act 2021* was then legislated to increase recycling and reuse of materials and reduce waste to landfill. The proposed *Household Waste and Recycling Standard (2024)* details how Council is to provide the four waste streams including garbage, recycling, separated glass recycling and FOGO recycling. It also determines the materials accepted in each stream and outlines the auditing process and potential infringements for not acting in accordance with the Standard.

The *Environmental Protection Amendment Act 2018* takes a prevention-based approach to environmental protection. It includes the general environmental duty (GED) which requires all Victorians to take reasonable and practical steps to reduce the human and health risks of their activities. Under the Act, Council has the authority to fine for littering and dumping.

City of Port Phillip

The Council Plan is a strategic plan that guides our work. The Plan for Port Phillip 2025-35 is a four-year Council Plan with a 10-year time horizon and includes six strategic

directions. The Waste and Recycling Strategy helps us achieve strategic direction 2 'an environmentally sustainable and resilient city' by implementing the four waste streams, optimising our hard and green waste collection service, delivering community education programs and advocating to the state and federal governments to introduce policy changes that actively foster a circular economy.

The Act and Adapt Strategy 2023-28 provides the direction for Council and community to act together to respond to the challenges our city faces due to climate change. The strategy includes five priority areas, including a sustained reduction in waste. The Waste and Recycling Strategy establishes targets and actions to improve how we manage waste to landfill, reduce greenhouse gas emissions and the loss of valuable materials.

Local governments are expected to provide kerbside waste services along with other services like hard rubbish and specialised recycling to help meet the targets both set in national and federal policy. Under Port Phillip's Planning Scheme, Waste Management Plans (WMPs) are required for certain residential and commercial developments. This provides Council with an opportunity to ensure dwellings:

- are designed to encourage reuse and recycling
- have waste and recycling storage facilities that are accessible and adequate
- have waste recycling storage facilities that minimise impact on residential amenity, health and the public realm
- have waste and recycling facilities that are designed for future use and requirements.





10. A SAFE AND LIVEABLE CITY

10.1 *Amendment C219port (South Melbourne Structure Plan)*137

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10.1 AMENDMENT C219PORT (SOUTH MELBOURNE STRUCTURE PLAN)

EXECUTIVE MEMBER: BRIAN TEE, GENERAL MANAGER, CITY DEVELOPMENT

PREPARED BY: PHOEBE HANNA, SENIOR STRATEGIC PLANNER
MATTHEW BUDAHAZY, COORDINATOR STRATEGIC PLANNING
LEONIE KIRKWOOD, HEAD OF STRATEGIC PLANNING

1. PURPOSE

- 1.1 To consider written submissions received to Amendment C219port (South Melbourne Structure Plan) to the Port Phillip Planning Scheme during the public exhibition stage.
- 1.2 To determine whether to request the Minister for Planning to appoint an independent planning panel to consider the amendment and submissions.
- 1.3 To consider endorsing the response to the issues raised in submissions, including recommended changes to the amendment, to form the basis of Council's advocacy position at the Panel Hearing.

2. EXECUTIVE SUMMARY

- 2.1 The *South Melbourne Structure Plan*, adopted in August 2024, was informed by three phases of community consultation. The Structure Plan (and amendment) is underpinned by robust technical work, including a built form review, a heritage review and heritage gaps analysis, an economic, employment and land use study, transport and movement study, and a public realm framework.
- 2.2 Planning Scheme Amendment C219port, which implements the *South Melbourne Structure Plan, 2024* (SMSP), has been publicly exhibited. 71 submissions were received. Most submissions sought changes to the amendment. Minor changes to the amendment are proposed in response to the submissions.
- 2.3 The next step in the amendment process is for Council to decide to refer Amendment C219port to an independent Planning Panel to consider submissions, make changes to the Amendment in response to submissions, or abandon the Amendment.
- 2.4 All submissions received to date have been considered and minor changes to the amendment are proposed.
- 2.5 As it is not possible to address changes sought in the submissions due to the complexity and, in some cases, conflicting issues raised in the submissions, it is recommended that Council:
 - Considers all submissions and refers the amendment and submissions, including any late submissions, to an independent planning panel.
 - Endorses the recommended minor changes to the amendment to inform Council's advocacy position at the independent planning panel hearing.
 - Requests the Panel recommends approval of Amendment C219port with changes to the exhibited amendment consistent with the recommendations of this report.

3. RECOMMENDATION

That Council:

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- 3.1 Requests the Minister for Planning appoint an independent Planning Panel to consider the submissions received to Amendment C219port, in accordance with Part 8 of the *Planning and Environment Act 1987*.
- 3.2 Refers the submissions received to Amendment C219port to the Panel to be appointed by the Minister for Planning, including any late submissions.
- 3.3 Having formally considered all written submissions made to Amendment C219port to the Port Phillip Planning Scheme, endorses the officers' response to the issues raised by the submissions and recommended changes to the amendment (set out in Attachments 1 and 2) as the basis for Council's advocacy position and submission to the Panel.
- 3.4 Writes to all submitters to Amendment C219port to inform them of Council's decision.

4. KEY POINTS/ISSUES

- 4.1 The *South Melbourne Structure Plan*, informed by comprehensive analysis and technical advice and extensive community consultation, sets a long-term strategic direction for land use and development in the South Melbourne Major Activity Centre and Enterprise Precinct for the next 20 years.
- 4.2 Amendment C219port is one of the three pathways that supports the implementation of the SMSP - a planning scheme amendment, capital works and advocacy.
- 4.3 At its Ordinary Council Meeting on 21 August 2024, Council:
 - endorsed the *South Melbourne Structure Plan* as a basis for Amendment C219port
 - requested the Minister for Planning authorise the preparation and exhibition of Amendment C219port to the Port Phillip Planning Scheme (pursuant to Section 8A of the *Planning and Environment Act 1987*).
- 4.4 On 20 June 2025, the amendment was authorised for exhibition by the Minister for Planning's delegate.
- 4.5 Amendment C219port seeks to implement the [South Melbourne Structure Plan \(SMSP\)](#).
- 4.6 The full amendment documents are located on the Department of Transport and Planning website - [Amendment C219port \(South Melbourne Structure Plan\)](#).
- 4.7 In summary, Amendment C219port proposes to:
 - Update local planning policy in the Municipal Planning Strategy and Planning Policy Framework.
 - Replace existing Design and Development Overlay (DDO) Schedules 8 and 16 with four new DDO schedules.
 - Apply the Heritage Overlay to nine (9) individual heritage places of local significance and include four (4) places of contributory significance as an extension to HO440 (Emerald Hill Residential Precinct).
 - Rezone and/or apply the DDO to several individual sites within the precinct.
 - Rezone the 'City Road Industrial Triangle' bound by City Road, Ferrars Street and York Street from the Industrial 1 Zone (IN1Z) to the Commercial 2 Zone (C2Z) and apply the Environmental Audit Overlay (EAO) to the land.

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- Include the SMSP as background documents to the Planning Scheme.

Issues raised in submissions

- 4.8 Of the 71 submissions received, 34 were from development interests, 32 from residents/community interests and 5 from Government agencies e.g. Homes Victoria, Environmental Protection Authority (EPA) and Melbourne Water.
- 4.9 An overview of the key matters that emerged from submissions and a summary of the 71 individual submissions and responses are contained in **Attachment 1**.
- 4.10 In summary, key themes raised in submissions include:

Themes	Issues raised
Application of mandatory controls	Mandatory controls should not be applied. This view was generally held by developers or landowners.
Building heights	Mixed views on the proposed building heights. Some requests for increases from developers or landowners. Some requests for lower maximum building heights from residents.
Floor Area Ratios	Floor area ratios should either not apply, or if they are applied, they should be a discretionary rather than a mandatory control. Some submitters requested increases to FARs.
Accommodating growth	Suggestions the amendment does not align with <i>Plan for Victoria</i> and does not adequately plan to accommodate growth. Requests to rezone the existing Commercial 2 Zone land in the South Melbourne Enterprise Precinct to a zone that allows dwellings.
Proposed rezoning of 'City wedge industrial triangle'	Submitters do not support proposal to rezone land from Industrial 1 Zone to Commercial 2 Zone (that does not permit residential uses). The submitters seek the Commercial 1 Zone or Mixed-Use Zone.
Homes Victoria: Emerald Hill Court and Park Towers Housing Estates	Requested changes to the planning policy, land use and built form changes that impact specific properties owned by the submitter.
Melbourne Water: Approach to flooding	Seeking changes to the structure plan. Does not support the proposed increased building heights in DDO39 (Enterprise Precinct East) due to potential flood levels.
Proposed application of Heritage Overlays	Some submitters were concerned about the impacts of a Heritage Overlay on the property e.g. on maintenance, trees, costs. Also concerns about possible impacts of adding properties to the heritage overlay, including on development potential and permit requirements.

- 4.11 Several submissions also indicated general support for the amendment, as well as for the implementation of FAR controls, changes that protect the character and historical significance of the area, Design and Development Overlay schedules that protect the amenity of the area, and the rezonings to correct zoning anomalies.



Responses to submissions

4.12 **Attachment 1** contains a detailed response to the matters raised in submissions.

4.13 Two overarching themes in the submissions relate to capacity to accommodate housing and protection of employment land; and the built form controls.

Accommodating growth

4.14 While there is a need for activity centres to accommodate growth and deliver great places, this must respond to its context. Amendment C219port responds to a highly varied urban context while seeking to ensure good built form outcomes and accommodating projected demand.

4.15 State and local policy includes policy directions to protect, support and retain employment land and reinforce the importance of the Commercial 2 Zone (C2Z) in catering for future commercial floorspace needs.

4.16 The C2Z in South Melbourne is the only precinct in Port Phillip where dwellings are not permitted (excluding some other minor remnant industrial sites). The importance of retaining employment-only zones in South Melbourne is heightened by the lack of these zones elsewhere in the municipality, and zoning which enables dwellings in Port Phillip's other employment precincts.

4.17 The proposed planning controls provide opportunities for increased floor space – increasing the potential Gross Floor Area (GFA) across the precinct by approximately 50 per cent and accommodating the projected demand for office, retail and dwelling GFA.

4.18 The proposed built form changes would accommodate an additional 2,800 dwellings. However, wholesale residential development is not required:

- South Melbourne's proximity to high-growth and high-density urban renewal precincts (approximately 40,000 additional dwellings within 1km of the study area).
- Port Phillip can accommodate its housing growth (and housing targets) within existing residential areas.

Nuanced built form controls

4.19 South Melbourne's heritage, mid-rise scale of buildings, mix of land uses and character create a highly attractive and differentiated business and mixed-use location. While nearby precincts such as Southbank, St Kilda Road and Docklands have building heights and employment densities that closely reflect the CBD, South Melbourne is clearly differentiated by its building character, heritage streetscapes and wide streets.

4.20 The amendment responds to the highly varied and established urban context, seeking to ensure good built form outcomes.

4.21 The built form controls proposed by Amendment C219port have been considered following rigorous built form testing as outlined in the *South Melbourne Built Form Review, 2024* (Hodyl & Co) and *South Melbourne Heritage Built Form Review, 2023* (GJM Heritage).

4.22 The amendment appropriately applies mandatory controls where required. For example, mandatory heights in locations with significant heritage value.

Recommended changes to Amendment C219port in response to submissions

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4.23 Only minor changes are recommended to Amendment C219port at this stage. These are documented in detail in **Attachment 2**.

4.24 In summary, the proposed changes to the planning controls and structure plan are:

Element of the amendment	Recommended changes
Proposed changes to the planning controls	- Minor updates to Design and Development schedules to clarify some built form requirements and built form outcomes. - Minor updates to the amendment to better acknowledge the role of the South Melbourne Market as a retail anchor. - Correcting mapping errors.
Proposed changes to the South Melbourne Structure Plan	- Updating policy references to <i>Plan for Victoria</i> and State Government municipal housing targets. These were released after Council adopted the South Melbourne Structure Plan on 21 August 2024. - Updating the plan to clarify the status of Melbourne Water's flood data and mapping. - Minor updates to references the Emerald Hill Court Housing Estate including removal of references to the former masterplan boundary and proposed health facilities.

4.25 The updates do not change Council's adopted position.

4.26 No further changes are proposed in response to submissions and these matters remain unresolved.

Options for Council

4.27 At this stage of the amendment process (see Figure 1), Council must either:

- Change the amendment in the manner requested; or
- Refer the submissions to an independent planning panel (recommended); or
- Abandon the amendment or part of the amendment.

Figure 1: Planning Scheme Amendment process



* Council can, at any time, resolve to amend or abandon the amendment.

^ A Panel is not required if there are no submissions or all submissions are resolved.

4.28 Council does not have the option to adopt the Amendment at this stage, given there are objecting submissions.

4.29 The submissions have been assessed and some remain unresolved. Accordingly, it is recommended that the submissions are referred to an independent Planning Panel for consideration.

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- 4.30 The Panel process provides for an independent review of submissions. In preparing its report and recommendations, the Panel will consider all written submissions referred to it. Submitters can also directly address the Panel. This provides a fair, robust and transparent process enabling stakeholder interests to be fully considered.
- 4.31 The responses at **Attachments 1 and 2** would provide the basis of Council's position at a Panel hearing.
- 4.32 The Panel will provide a report with recommendations to Council.
- 4.33 Council would make a final decision whether to adopt the amendment as exhibited, adopt it with changes or abandon it.

5. CONSULTATION AND STAKEHOLDERS

- 5.1 Engagement with stakeholders has occurred throughout the project. Amendment C219port has been informed by three phases of community consultation as part of development of the SMSP, as well as the formal public exhibition as part of the planning scheme amendment process.
- 5.2 The broader engagement program for the SMSP enabled the community and stakeholders to make submissions to the plan. These were considered by Council before its adoption in August 2024.
- 5.3 Statutory notice of the amendment was undertaken in accordance with the requirements of the *Planning and Environment Act 1987*.
- 5.4 Notice of the amendment included:
 - 5.4.1 A 7,000+ letter mail out to landowners and occupiers, the Minister for Planning, prescribed Ministers and local Members of Parliament
 - 5.4.2 Publication of the notice in The Age on 12 September 2025 and Government Gazette on 14 September 2025
 - 5.4.3 An article in Divercity and social media advertisement
 - 5.4.4 Emails to the approximately 350 members of the project's stakeholder and interested parties database.
- 5.5 In addition, a project webpage hosted on Council's [Have Your Say platform](#) (ctrl + click on the link to open) enabled landowners and the community to understand the specific change proposed to their property and easily lodge their submissions. The Have Your Say page received over 3,000 views during exhibition.
- 5.6 Officers were also available for one-on-one meetings with community members via the phone, at the Emerald Hill Library and online. Over 20 people met or spoke to officers.
- 5.7 Approximately 300 owners and occupiers of properties within the City Edge apartment complex at 89 and 99 Eastern Road, and 36A and 58A Napier Street, and surrounding properties on Kings Way and Park Street were given two additional weeks to make a submission due to a clerical issue associated with notification. These residents had until 14 October to make a submission, extended from the previous deadline of 28 September 2025.
- 5.8 In response to a submission, additional notice has been sent to owners and occupiers in the City Edge Complex. This is to clarify the land proposed to be included in a Heritage Overlay. This provides an opportunity for owners/occupiers to make a submission to the amendment, if they have not already. Any submission received after



the consideration of this report will be considered by officers and referred directly to the independent planning panel if the recommended decision of Council is endorsed.

6. LEGAL AND RISK IMPLICATIONS

- 6.1 Amendment C219port seeks to update the land use and development framework and planning controls for the SMSP area.
- 6.2 The Amendment C219port documents have been prepared to ensure planning controls for the area are appropriate and up to date, mitigating the risks associated with outdated controls, including at VCAT.

7. FINANCIAL IMPACT

- 7.1 Amendment C219port has been funded through the 2024/25 and 2025/26 Planning Scheme Amendment Program. For the 2025/26 financial year, this would include the panel hearing costs, legal representation and expert evidence. Depending on timing, it may include the statutory fee for lodging the amendment for approval by the Minister for Planning.
- 7.2 The SMSP contains an implementation strategy which lists all the actions, each with an implementation timeframe and an allocated Council department responsible for implementation.

8. ENVIRONMENTAL IMPACT

- 8.1 Amendment C219port considers key environmental issues, including flood management and urban heat island effect.
- 8.2 The amendment seeks to
 - facilitate the delivery of more sustainable buildings
 - ensure public realm improvements are sustainable and help address climate change
 - encourage a shift to sustainable modes of transport, namely walking and cycling.
- 8.3 The amendment proposes to rezone the 'City Road Industrial Wedge' from Industrial 1 Zone to Commercial 2 Zone. Given the Commercial 2 Zone allows for sensitive uses such as childcare and this area's historic industrial uses, the amendment proposes to apply the Environmental Audit Overlay. This will allow potential contamination issues to be addressed.

9. COMMUNITY IMPACT

- 9.1 Amendment C219port will have positive short-term and long-term effects on the South Melbourne community.
- 9.2 The amendment increases the development capacity of South Melbourne, ensuring that future development demand for residential and non-residential uses can be met.
- 9.3 New policy and controls seek to improve the internal and external amenity of development and improve the design quality of new development for residents, workers and visitors. Policy encouraging public realm improvements seeks to reinforce civic pride and enhance a sense of place.

10. GENDER IMPACT ASSESSMENT

- 10.1 A Gender Impact Assessment was undertaken for the South Melbourne Structure Plan.

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11. IMPLEMENTATION STRATEGY

11.1 Timeline

11.1.1 Should Council decide to request the Minister for Planning to appoint an independent Planning Panel to consider the amendment, the following pre-set Panel hearing dates would apply:

- Directions hearing: the week commencing 15 December 2025.
- Panel hearing: the week commencing 2 March 2026.

11.1.2 The Panel report and recommendations to Council would then be received in May 2026.

11.1.3 Subject to the above dates being met, it is anticipated Council would consider the Panel report and recommendations in July 2026 and decide whether to:

- Adopt Amendment C219port (with or without changes) and request Ministerial approval, or;
- Abandon the Amendment.

11.1.4 If adopted, Amendment C219port will be submitted to the Minister for Planning for final approval within 10 business days of Council's adoption.

11.1.5 Amendment C219port would take effect once notice of approval is published in the *Victorian Government Gazette*.

11.2 Communication

11.2.1 All submitters to Amendment C219port will be notified of the outcome of this Council Meeting.

11.2.2 Council's website will be updated to reflect the next steps in the amendment process.

11.2.3 Planning Panels Victoria (PPV) administers planning panel hearings. If Council decides to refer the amendment and submissions to an independent planning panel, PPV will directly contact submitters about any planning panel hearing matters, including confirmation of dates.

11.2.4 Once a Panel has been appointed, submitters will be contacted by PPV and invited to participate in the Planning Panel process.

12. OFFICER MATERIAL OR GENERAL INTEREST

12.1 A Strategic Planner involved in the South Melbourne Structure Plan, was previously employed by a submitter to the project. The officer was not involved in responding to their submissions, nor attended any meetings which involved their previous employer.

ATTACHMENTS

1. Summary and response to submissions 
2. Recommended changes to Amendment C219port in response to submissions 

Attachment 1: Summary of Submissions and Responses to Amendment C219port (South Melbourne Structure Plan Implementation)

NOTE: The response to submissions was prepared following the exhibition of this Amendment. Submissions and feedback received in the three previous stages of engagement on the South Melbourne Structure Plan were considered at each stage of the South Melbourne Structure Plan project and informed the South Melbourne Structure Plan (August 2024) adopted by Council on 21 August 2024.

Table 1: Standard Responses Key

(Responses in Table 1 are referenced in Submission Response in Table 2)

Standard Response #1	State Strategic Policy: South Melbourne	Plan for Victoria and housing targets Amendment C219port was prepared when <i>Plan Melbourne 2017-2050</i> was the designated metropolitan planning strategy for Melbourne. <i>Plan for Victoria</i> supersedes <i>Plan Melbourne 2017-2050</i> as the metropolitan planning strategy for Victoria. The amendment's explanatory report outlines how Amendment C219port implements the 'five pillars for action' from <i>Plan for Victoria</i>. <i>Plan for Victoria</i> sets housing targets for each municipality which are reflected in clause 16.01-1S (Housing supply) of all Victorian planning schemes. Port Phillip's target is 55,000 additional dwellings by 2051. Given the change in the policy context, it is recommended the policy reference to <i>Plan Melbourne</i> on page 15 of the South Melbourne Structure Plan is updated to reference the <i>Plan for Victoria</i>. Other consequential changes will be required where <i>Plan Melbourne</i> is referenced Enterprise precincts Enterprise precincts are defined as "places that allow for critical mass to be attained, where competitive advantage and an identifiable brand can be reinforced, and where agglomeration benefits and the sharing of knowledge and services can be realised" (<i>Echelon Planning, 2018</i>). Successful precincts create an 'innovation ecosystem' which is recognised as 'the interconnected relationship between people, enterprises and place that facilitates idea generation and advances commercialisation' (<i>Echelon Planning, 2018</i>). In 2018, the Victorian Government released '<i>Unlocking enterprise in a changing economy</i>'. South Melbourne's INZ and C2Z were identified as an Enterprise Precinct in this document and <i>Melbourne's Enterprise Areas: Catering for the New Work Order, Echelon Planning, 2018</i>.
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State policy supports the development of enterprise precincts. The planning scheme also includes specific policy to retain and encourage creative industries in South Melbourne at Clause 17.01-1R (Diversified economy - Metropolitan Melbourne - Inner Metro Region).

Melbourne Industrial and Commercial Land Use Plan

The [Melbourne Industrial and Commercial Land Use Plan](#) (MICLUP) prepared by DELWP (Department of Environment, Land, Water and Planning) in 2020 provides an overview of current and future needs for industrial and commercial land across metropolitan Melbourne. It included a planning framework to support state and local government to more effectively plan for future employment and industry needs, and better inform future strategic directions.

MICLUP categorises commercial and industrial areas as of State, Regional or Local significance and sets out planning policy directions for each category.

The South Melbourne Structure Plan area includes the following areas:

- South Melbourne Major Activity Centre, categorised as a “Regionally Significant Commercial Area”.
- Commercial 2 Zone land in South Melbourne, categorised as “Regionally Significant Industrial Land”; and
- The Industrial 1 Zone land in South Melbourne, categorised as “Local Industrial Land”.

MICLUP specifically identifies the need to support and retain the creative industries located in South Melbourne, reflected in policy at Clause 17.01-1R (Diversified economy - Metropolitan Melbourne - Inner Metro Region) of the Port Phillip Planning Scheme. Planning Scheme Amendment VC215, gazetted in March 2023, gives effect to MICLUP in the Victoria Planning Provisions, providing additional clarity and certainty around how state-significant and regionally significant industrial and commercial precincts are planned and ensuring that they can operate efficiently and remain viable.

Activity centres policy

Plan for Victoria identifies activity centres as locations where policy supports investment and job creation to ensure that employment grows outside the central city – South Melbourne is identified as an activity centre.

The Victorian Government’s [‘Activity centres - planning guidance’](#) includes:

- *Activity centres promote sustainable, vibrant communities and will be a focus of change over the next 30 years.*
- *Activity centres are a focus for housing, commercial, retailing, community, employment, transport, leisure, open space and entertainment. They are places where people shop, work, meet, relax and live.*
- *Planning should aim to accommodate projected population growth over a 15-year period.*

In terms of structure planning, the guidance also notes: ‘While government policy sets out the basic principles for activity centres, there is no ‘one size fits all’ solution. Each area is unique and local governments are encouraged to work with their communities to determine exactly how their activity centre should grow, taking into account regional population trends and economic growth’.


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Housing Statement and housing targets

Victoria's Housing Statement was released in September 2023. The Housing Statement focusses on five key areas to tackle housing supply and affordability in Victoria and sets a target to build 800,000 homes in Victoria over the next decade.

A key implementation mechanism of the Housing Statement has been the application of housing targets for each municipality.

Amendment C219port supports initiatives in Victoria's Housing Statement by introducing DDO schedules that increase South Melbourne's development capacity, including residential development capacity. The State Government's *Housing Statement* does not reduce the importance of the MICLUP and other policy by suggesting all land should accommodate housing.

On 16 June 2024 the Victorian Government released draft Local Government Housing Targets and on 2 September 2025, Amendment VC283 introduced housing targets into all Victorian planning schemes. Port Phillip's target is for an additional 55,000 new dwellings to be built by 2051. *See Standard responses #2 and #3.*

Standard Response #2	Council Strategies	Places to Live: Port Phillip Housing Strategy Council adopted the <i>Port Phillip Housing Strategy</i> (Housing Strategy) on 7 August 2024 to help direct and manage housing growth over a 15-year period, providing certainty and consistency of housing outcomes across residential areas of the municipality. The development of the Housing Strategy was informed by numerous technical studies and three phases of extensive community engagement. This Housing Strategy is the key foundational strategic planning document in planning for current and future housing needs. It provides direction on where, and how much housing should be accommodated in areas across the municipality. This strategy informs the South Melbourne Structure Plan. By 2036, an extra 43,510 people are expected in Port Phillip and additional 21,480 homes (<i>Victoria in Future population projections, 2023</i>). Port Phillip has a strong housing supply pipeline to meet expected short-term demand (over 0 to 5 years), and sufficient residential land to accommodate projected housing demand over the next 15 years. The Strategy recommends monitoring and reviewing development and trends. Port Phillip's target is for an additional 55,000 new dwellings to be built by 2051. The Housing Strategy identifies that there is enough residentially zoned land in Port Phillip to accommodate 59,000 additional dwellings if every site is developed to its full potential (<i>Port Phillip Housing Strategy, 2024</i>). South Melbourne is identified as a 'moderate' change area in the Port Phillip Housing Strategy. The Housing Strategy in Strategy 1.1 recognises the need to safeguard land for employment uses in the context of strong competition for inner urban land from residential alternatives, such as the South Melbourne Enterprise Precinct. Spatial Economic and Employment Framework The Spatial Economic and Employment Framework (SEEF) is a spatial strategy for employment land and was adopted by Council on 6 March 2024. The SEEF provides an overview of the municipal economy, its influences and challenges and outline a series of strategic directions to support economic growth and prosperity over the coming years. It also aims to align and support other adopted Council strategies that guide decisions and investment across the municipality.
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It identified Port Phillip has around 409 hectares of land that allows for commercial activities - with the three most common zones being the Capital City Zone, Commercial 1 Zone, and Mixed-Use Zone. These zones also allow dwellings above ground level. Only the Commercial 2 Zone (South Melbourne Enterprise Precinct totally 20.4 hectares) and the IN1Z and IN3Z (three small areas totalling 3.5 hectares) provide strictly for employment - 24 hectares of the 409 hectares of land across the municipality.

As the only substantial area of employment-only zoned land in the municipality, the ongoing business role of the South Melbourne Enterprise Precinct (Commercial 2 Zone) is of high economic importance to the city and should be protected and enhanced.

The SEEF notes:

- Employment in the City of Port Phillip is projected to increase by between 22,000 and 43,000 jobs to 2041. The greatest increases in employment are expected to occur in the northern part of the municipality including South Melbourne.
- Strong population growth is predicted in surrounding urban renewal areas – Montague (Fishermans Bend), Domain and Southbank requiring the retail and services role of South Melbourne to increase over time.
- The location of ANZAC Station is within walking distance of the eastern part of the SMSP area supports increased employment within walking distance.
- The unique attributes of South Melbourne, including mid-rise building scale, heritage values and land use mix underpin its popularity for hospitality, commercial businesses and should be protected.
The mix of complementary businesses, spacious former industrial spaces, heritage character and attractive urban environment, key attributes of a successful enterprise precinct, are attractive to creative industries.
- The strong demand for office space needs to be considered alongside the significant cluster of creative, media and design-related businesses.

The SEEF further identifies that the South Melbourne Enterprise Precinct is a strategic location for ongoing commercial, creative and media activity.

It contains the following actions specific to South Melbourne:

- 2.1 Ensure that local policy prioritises the retention of employment land in specialised economic precincts, such as the South Melbourne Enterprise Precinct.
- 2.2 Advocate for State government policy on the incentivisation of affordable workspace.
- 2.3 Identify the South Melbourne Enterprise Precinct in local policy and encourage creative business and activity which builds on the existing specialisations in media, design, and technology.
- 2.4 Ensure strategic planning for South Melbourne seeks to create conditions that are consistent with innovation ecosystem principles.
- 3.1 Continue to direct employment and larger scale core retail and related developments to the City's major activity centres at Port Melbourne, South Melbourne, St Kilda, and Balaclava.


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- 4.22 For locally significant industrial areas in Balaclava, South Melbourne, and Port Melbourne, consider the merits of alternative employment zones (such as the Commercial 2 Zone) on a case-by-case basis as part of local structure plans.

Updates to Local planning policy

Amendment C219port proposes to update policy in the Municipal Planning Strategy and Planning Policy Framework of the Port Phillip Planning Scheme. Updated policy at clauses 11.03-6L-08 (South Melbourne), Clause 17.01-1L (Diversified economy - South Melbourne Enterprise Precinct) and Clause 17.01-2L (Innovation and research – South Melbourne Enterprise Precinct) are place-based policies that will support South Melbourne's vibrancy, liveability and diversity.

Together, these policies seek to strengthen and consolidate the MAC's retail, commercial and residential role, expand the Enterprise Precinct's role and ensure the viability of the Kings Way Mixed Use Corridor. Specific policy is included in Clause 11.03-6L-08 (South Melbourne) on activities and uses, built form and building design, access and movement, and the public realm. This intention is reinforced by updated policy in other parts of the PPF.

Updated strategic directions for South Melbourne in the Municipal Planning Strategy at Clauses 02.03-1 (Settlement) and 02.03-6 (Economic development) more strongly reflect the roles of the South Melbourne MAC and the South Melbourne Enterprise Precinct and; the Kings Way Mixed Use Corridor as an anchor for a sustainable and well-designed mixed use precinct.

Standard Response #3	Retention of Commercial 2 Zone / Employment Land	Submissions questioned the need to retain the Commercial 2 zoned land in South Melbourne, given the strong drive for additional housing. A key challenge for inner urban areas like Port Phillip is the ongoing need to balance housing development with employment uses. The retention of employment land is critical to ensure employment opportunities are retained close to where people live and close to multiple transport options. It ensures the basic functioning of a city and makes it attractive for people and businesses. Retaining the employment only land (C2Z) in the South Melbourne Enterprise Precinct is critical: • The Melbourne Industrial and Commercial Land Use Plan (MICLUP), <i>Plan for Victoria</i>, Port Phillip Planning Scheme and the SEEF have strong policy directions to protect, support and retain employment land. • Retaining employment only land supports and retains a diversity of businesses within Port Phillip that are not compatible with the residential amenity expectations, such as those that operate 24/7. • The C2Z (which prohibits new residential uses) has underpinned South Melbourne's success as an Enterprise Precinct, anchored by its specialisations in creative industries and professional services. It is amongst CoPPs most economically productive land. A gross revenue of \$88 million per hectare is generated in the C2Z in the South Melbourne Enterprise Precinct East area), compared with the CoPP average of \$14 million (REMPPLAN economic analysis). • South Melbourne supports 14,000 workers, representing approximately 15 per cent of Port Phillip's jobs (South Melbourne Employment, Economic, Land Use Study (SMEELUS), 2023, p.39). The number of workers is growing substantially having increased by almost 40 per cent since 2011.
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- While there are relatively limited opportunities for housing growth within South Melbourne, the analysis found that there was sufficient capacity to accommodate the projected housing demand.
- There is also adequate capacity in surrounding areas to supply housing, as confirmed by the Port Phillip Housing Strategy. Significant housing growth is supported within walking distance of South Melbourne (a capacity for approximately 40,000 additional dwellings within 1km of the study area).

Consideration was given to the use of the Commercial 3 Zone in the South Melbourne Enterprise Precinct (refer to the SMEELUS). The Commercial 3 Zone allows commercial uses with a specified proportion of residential uses. The analysis concluded that the state policy priority for the land was to function as a regionally significant employment precinct. MICLUP is clear that regionally significant employment precincts should be retained and planned to allow a range of industrial as well as new and emerging businesses that require access to affordable and well-located employment land. A change to the Commercial 3 zone was not supported.

Standard Response #4	Housing Capacity	Housing Capacity across Port Phillip
		The Port Phillip Housing Strategy identifies that there is enough residentially zoned land in Port Phillip to meet projected housing growth for the next 15 years (based on <i>Victoria in Future</i> population projections, 2023) On 2 September 2025, Amendment VC283 introduced housing targets into all Victorian planning schemes. Port Phillip's target is for an additional 55,000 new dwellings to be built by 2051. The Port Phillip Housing Strategy identifies that Port Phillip has enough existing capacity (without rezoning) to accommodate 59,000 additional homes across the municipality (if every site is developed to its full potential). Population Growth Comparing population census data for South Melbourne is complex given that the "South Melbourne" census area has reduced in area over time. In 1991, the "South Melbourne" census area was 9km², in 2021 it was 1.9km² (Australian Government, 1991 Census Boundaries and 2021 Census Boundaries). The 1991 South Melbourne population was 17,712 while the 2021 population was 11,693. However, if the 1991 census area boundary was applied today, the South Melbourne population would be 56,254 people. Over the past 20 years, the population density of South Melbourne has increased from 5,468 persons per km² (2001) to 6,219 persons per km² (2021) (2021 South Melbourne Census Community Profiles, Australian Bureau of Statistics). Whilst there was a drop in population during covid (2020-2021) the latest figures indicate that the population growth has returned to pre pandemic levels (South Melbourne Estimated Resident Population, City of Port Phillip Community Profile). Capacity in South Melbourne to accommodate projected demand for housing The proposed built form controls will increase capacity for future residential and commercial floor space. Based on detailed analysis (in the <i>South Melbourne Built Form Review 2024</i> and the <i>South Melbourne Economic and Employment Land Use Study, 2023</i>, and underpinned by the <i>Housing Strategy</i> and the <i>SEEF</i>), this will accommodate the forecast needs., including


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South Melbourne is projected to require approximately 1,000 additional dwellings by 2041 (refer to the *South Melbourne Employment, Economic and Land Use Study 2023*). Based on sites likely to develop and the application of the planning controls proposed by Amendment C219port, the area will have capacity for approximately 2,800 additional dwellings (5,400 residents).

Standard Response #5	Accommodating growth	While there is a need for activity centres to accommodate growth and deliver great places, consistent with Plan for Victoria's five pillars, this must respond to its context. Amendment C219port responds to a highly varied urban context while seeking to ensure good built form outcomes and accommodate projected demand. The amendment seeks to balance the need to support employment and accommodate an increased residential population, while also protecting character and amenity. There is little need to revisit the growth and population assumptions underpinning the amendment and Housing Strategy, given they both support the achievement of housing targets and other state and local policy: - The proposed planning controls allow for growth – providing opportunities for substantially more floor space – increasing the potential GFA across the precinct by approximately 50% and accommodating the projected demand for office, retail and dwelling GFA. - Under the existing planning controls in the Port Phillip Planning Scheme, the South Melbourne Study Area has capacity for approximately an additional 360,000m² of Gross Floor Area (GFA) (<i>South Melbourne Employment, Economic and Land Use Study 2024</i>). - Proposed planning controls will allow for an additional 525,000 m² of GFA (<i>South Melbourne Built Form Review 2024</i>). - A comparison with the existing DDOs that apply to the <i>South Melbourne Structure Plan</i> area indicate the proposed heights have generally increased. Existing height controls are retained in limited circumstances, for example properties on Clarendon Street listed on the <i>Victorian Heritage Register</i>. The limited circumstances where the existing heights were deemed appropriate or needed to be lowered were in response to response to site conditions or a proposed overshadowing control. Increased street wall heights and replacing winter solstice overshadowing controls with spring equinox overshadowing controls will also support additional yield throughout the South Melbourne Structure Plan area, overcome issues associated with restrictive upper-level setback requirements in DDO8. - Proximity to high-growth and high-density urban renewal precincts (approximately 40,000 additional dwellings within 1km of the study area) will create substantial population growth and associated demand for retail and other services in the South Melbourne Major Activity Centre. The SMSP recommends improving access and movement into South Melbourne from its neighbouring high-density precincts, for example, the proposed Park Street tram link.
Standard Response #6	Mandatory envelope controls	Amendment C219port is highly selective with the application of mandatory (i.e., must comply with) building height and setback controls and are only applied where it is considered 'absolutely necessary,' (per State Government direction in Planning Practice Note 59: The role of mandatory provisions in planning schemes). Accordingly, mandatory controls are applied to: South Melbourne's heritage core characterised by intact heritage streetscapes within and around Clarendon and Park Streets


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- In locations with a direct, sensitive interface with low scale residential properties
- Protect key public spaces and footpaths from overshadowing.

Mandatory heights have been used judiciously in locations with significant heritage value. The presence of significant heritage places across South Melbourne constitutes an exceptional circumstance which justifies the use of mandatory controls. It is also noted that independent Planning Panels/the Minister for Planning have supported the use of mandatory controls in similar settings (including in the City of Yarra in Swan Street, Richmond and Queens Parade, Clifton Hill).

Standard Response #7	Floor Area Ratios	A floor area ratio (FAR) is a measure that represents the density of a building (or buildings) within a specified area of land. It is expressed as a ratio between the amount of Gross Floor Area (GFA) that can be developed and the area of a site. For example, with a FAR of 4:1, the GFA that could be developed on a site of 1,000sqm would be 4,000sqm (four times the site area). FARs (Floor Area Ratio) are used with other building envelope controls such as street wall heights, upper-level setbacks, building separation and building heights. The use of FARs with other controls can be tailored to specific areas to ensure buildings are responsive to the context as well as providing for greater flexibility or diversity of design outcomes. This is related to the use of mandatory and discretionary controls. The key benefits of using FAR controls alongside the building envelope controls include providing: • Greater clarity and certainty of future development yield that can be delivered on the site whilst ensuring that amenity outcomes are appropriately managed. • Design flexibility to respond to the specific conditions of a site and the surrounding context. It is critical that FAR controls are mandatory if they are to be effective. This has been demonstrated through multiple panel processes locally, as well as internationally, where FAR and building envelope controls are widely used to assess and control density. Recent panel reports support mandatory FARs: Draft Melbourne Planning Scheme Amendment C407melb, Arden Structure Plan, Advisory Committee Report (2 May 2022): <u>Does the mandatory provision provide for the preferred outcome?</u> <i>The FAR is a powerful tool used in many instances where substantial development pressures and a strong urban design imperative exists, as there is or will be in Arden. Setting a maximum FAR provides certainty to the development industry about the development potential of the property and assists in the high level determining of property values. It assists in containing or tempering expectations of developers. This is useful where a strong design imperative applies, and where there are a number of other considerations in developing a building design.</i> Melbourne Planning Scheme Amendment C309, West Melbourne Structure Plan (11 October 2019) <i>On balance, having considered the criteria set out in PPN59, the Panel considers that mandatory floor area ratios are justified. Combined with discretionary heights and other built form controls, they strike an appropriate balance in terms of delivering certainty and maintaining flexibility.</i>
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The C219port FARs were formulated through built form testing of representative sites, and unique individual sites, across South Melbourne. Consideration when applying these FARs was given to:

- future character of each precinct
- street width
- building height
- the future role of streets (e.g., those proposed for streetscape upgrades, pedestrian priority or to become a linear open space).
- proximity / responding to heritage fabric and the heritage character of streets (e.g., continuous heritage street walls along Clarendon Street)
- proximity to low-rise residential areas
- less sensitive interfaces (e.g. Kings Way)
- site size and dimensions
- site location (e.g. corner sites, mid-block sites, island sites).

The FARs have been calibrated to 'fit' within the envelope controls and provide for design diversity while meeting the preferred building heights and requirements for setbacks, building separation and overshadowing controls.

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Relationship between FAR and site size

Delivering good design outcomes requires FARs to be carefully calibrated to site size. While infill sites can often rely on spaces outside of the site to deliver high amenity (e.g. outlook to surrounding streets), developments on larger sites must also deliver amenity within sites. This means that FARs on larger sites can often be lower than the FARs that apply to smaller sites. This recognises that as site size increases, more space within sites must be dedicated to creating sufficient separation between buildings, with some sites also accommodating additional communal open space or pedestrian connections. Figure 18 (right) from page 49 of the *South Melbourne Built Form Review* illustrates the different design outcomes sought on larger sites in comparison to smaller infill sites.

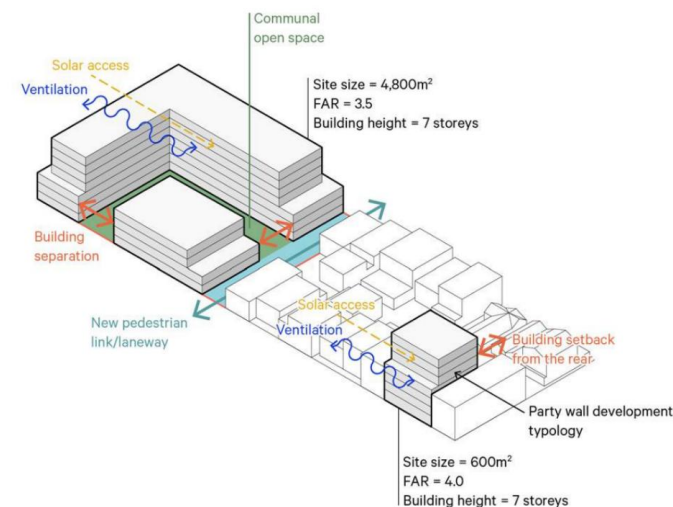


Figure 18. The relationship between FAR and site size, as illustrated by an infill site of 600 sqm. and an island site of 4,800 sqm.

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Standard Response #9	Impact of proposed Heritage Overlays on development potential	Under the heritage overlay, a planning permit is typically required to subdivide, demolish, alter or add to existing heritage places (including external alterations, fences, signs, and outbuildings) and construction of new buildings (including outbuildings and fences). Unless specified, a planning permit is generally not required for internal alterations, external painting, maintenance, repairs or routine maintenance that do not change the appearance of the heritage place. The built form provisions in Amendment C219port integrate urban design and heritage considerations. (See <i>South Melbourne MAC & Employment Precincts Heritage Analysis & Recommendations (GJM Heritage, October 2023)</i> at Section 14.1 'New development within the Heritage Overlay generally' and Section 14.3 'New development on individual Heritage Overlay Places'.)
Standard Response #10	Building heights should be lower	The proposed planning controls seek to ensure South Melbourne retains its valued and distinct character, which contributes to its highly attractive business location, while also accommodating expected growth. Extensive strategic work has been undertaken to identify appropriate heights that achieve this objective. Building heights have been tailored to each DDO precinct and specific location with a mix of mandatory and preferred maximum building heights proposed. The amendment does not propose changes to the residential precincts in the Neighbourhood Residential Zone (NRZ) in South Melbourne. These areas are already covered by existing planning controls that will continue to manage development. The proposed controls also provide guidance so that new development in locations with a direct interface with low scale residential properties, responds in a sensitive manner.
Standard Response #11	Planning controls are too conservative	Amendment C219port achieves an appropriate balance of accommodating growth while retaining South Melbourne's unique character. It will: • Deliver an increase of residential and commercial floor space that will exceed the 2041 projected floor space demands for South Melbourne, while continuing to protect South Melbourne's valued character. • Protect heritage, mid-rise scale of buildings, mix of land uses and character which make South Melbourne a highly attractive precinct and differentiate it adjoining precincts such as the CBD, Southbank and St Kilda Road. • Support business and employment growth within South Melbourne and leverage its unique attributes to attract businesses seeking high levels of local amenity with a range of housing, retail, and hospitality options.
Standard Response #12	Existing permits	<u>Consideration of the proposed amendment</u> Current planning permit applications will continue to be assessed against the existing provisions of the Port Phillip Planning Scheme, until the changes proposed through a Planning Scheme Amendment are considered 'seriously entertained'. An amendment is seriously entertained once it has been through the public exhibition process, adopted in its final form by Council, and submitted to the Minister for Planning for approval. In accordance with the <i>Planning and Environment Act 1987</i>, Council and VCAT treat any seriously entertained amendment as a relevant consideration in making their determinations (where appropriate). Council does not have the ability to place current planning applications on hold pending the adoption of a planning scheme amendment.


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Recent approvals

Recent approvals in the Structure Plan area show varied FARs and building heights. Analysis for the Built Form Review indicates that projects with higher FARs often exhibit design issues noted in the review—particularly the “Wedding Cake” typology—and are less likely to achieve the good design outcomes outlined in Part 2 of the review.

Standard Response #13	Kings Way	Improvements to Kings Way fall under State Government, and specifically under the jurisdiction of the Department of Transport and Planning (DTP). Action 3.4 of the SMSP seeks to “<i>Investigate and advocate to DTP for improvements to existing signalised intersections along Kings Way, City Road and Ferrars Street, to improve capacity and performance.</i>” There are opportunities to work with the Department of Transport (DTP) to improve existing signalised intersections along Kings Way, to improve capacity and performance and make improve for the ability for pedestrians and bike riders to cross these busy roads. Improvements could include changes to signal phasing and times, turn lane lengths and changes to parking bans on approaches. Changes to parking bans on approaches could also support safer junctions for all road users.
Standard Response #14	Parking	Parking will need to be carefully managed in South Melbourne to ensure it can support the needs of an evolving Activity Centre and Enterprise Precinct. <u>On-street parking</u> Actions 3.27 and 3.28 of the <i>South Melbourne Structure Plan</i> relate to parking management. Action 3.27 highlights that Council will continue to implement the <i>City of Port Phillip Parking Management Policy 2020</i> to ensure on-street parking spaces are carefully managed and respond to community. Action 3.28 identifies the need to explore and implement existing and emerging car parking technologies such as dynamic wayfinding signage and parking overstay detection devices to better manage parking. <u>Off-street parking</u> Minimum car parking requirements for developments are set out in Clause 52.06 (Car Parking). Amendment C219port does not propose changes to the car parking requirements via a Parking Overlay. Implementing parking maximums for new developments can encourage more sustainable transport trips and improve the efficiency of off-street car parking. In March 2024, the Department of Transport and Planning released a discussion paper outlining reforms to planning for parking requirements and bicycle facilities, however it is unclear how these reforms will be implemented. The <i>Plan for Victoria</i> also includes an action to match car and bike parking requirements and bike facilities with demand, which will involve amending PPF Clause 18 (Transport) and Clause 52.06 (Car parking).
Standard Response #15	Park Street Tram Link	The completion of Anzac Station at the end of 2025 will improve access to South Melbourne from Melbourne’s north-western and south-eastern suburbs.


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The SMSP reflects Council's *Integrated Transport Strategy 2018-2028*, and *Domain Precinct Public Realm Masterplan 2019* which shows the delivery of the Park Street tram extension providing direct access to the new Anzac Station and more broadly improving access to South Melbourne from Greater Melbourne.

The Park Street tram extension project to complete 300m of 'missing tracks' will redirect trams from St Kilda Road along Park Street and Clarendon Street into the CBD. This will significantly increase trams and commuters traveling through South Melbourne, potentially encouraging greater visitation into South Melbourne. There is no indication of the timing of the Park Street extension from the State Government.

Standard Response #16	Public Realm Improvements	Amendment C219port contains policy (in the Planning Policy Framework) supporting the creation of public spaces that are attractive, vibrant, climate-resilient and people-friendly. Strategies seek to: • Reinforce civic pride and sense of place by: Developing the South Melbourne Town Hall and Emerald Hill Precinct as the major focus of cultural activity and an integrated network of civic, cultural and community facilities for the local and wider community. • Protect and interpret Aboriginal cultural values and heritage in the design of the public realm of South Melbourne. • Ensure development supports the provision of public spaces to accommodate a variety of uses and enterprises These directions support the <i>Places for People: Public Space Strategy 2022-32</i> which recommends two new open spaces (one in the South Melbourne Activity Centre and one in the South Melbourne Enterprise Precinct). The SMSP identifies potential opportunities for new open space, including further exploration of the feasibility of: • a new linear park on Market Street between Clarendon Street and Moray Street to enhance and increase business activity in the Enterprise Precinct. • converting parts of Clarke Street between York Street and Chessell Street into a pedestrian priority area. • delivering of new public spaces as part of new State Government projects (including the Emerald Hill Estate) and transport and services infrastructure upgrades (tram stop upgrades and Market St reserve). • improving pedestrian amenity in local streets, including increased greening, and upgrading local open spaces. • updating the <i>Emerald Hill Master Plan 2012</i>, to guide the precinct's reinvigoration, and re-establish this area as the cultural and civic heart of South Melbourne. It also includes actions to: • Action 4.3 - Explore opportunities for urban greening in South Melbourne. • Action 4.4 - Support opportunities to enhance biodiversity in South Melbourne, including using the <i>City of Port Phillip Nature Strip Guidelines, 2022</i> to support nature strip or street gardens. • Action 4.5 - Explore opportunities for infill tree planting in South Melbourne.
Standard Response #17	Planning Scheme Amendment Process	The <i>Planning and Environment Act 1987</i> sets out the requirements for the planning scheme amendment process.

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Following the conclusion of the formal exhibition period, the amendment and submissions will be considered by Council. This stage of the amendment process requires Council to consider submissions and decide whether to refer them to an independent planning panel.

Role of the planning panel

Referring submissions to an independent planning panel allows for natural justice as it enables unresolved submissions to be considered independently, along with providing submitters with the opportunity to directly address the panel.

Following the hearing, the panel will produce a report with recommendations. Council will subsequently consider the Panel's recommendations and decide whether to adopt the amendment as exhibited, adopt the amendment with changes or abandon the amendment.

With the benefit of the panel's independent assessment, Council will be better placed to determine whether it should adopt the amendment as exhibited, adopt the amendment with changes or abandon the amendment. If Council adopts the amendment, it is submitted to the Minister for Planning for consideration of approval.

Submitters will continue to be updated throughout the process.

Table 2: Response to Submissions

Sub #	Summary	Officer Response	Recommended change
1	<u>No address provided</u> The submitter comments that South Melbourne, particularly Park Street, contains development of a lower quality and would prefer a quality of development more like Southbank.	The development outcomes achieved under existing Design and Development Overlay 8 (DDO8) were analysed to identify improvements to the planning controls. In many cases, recent developments have been constructed with multiple upper-level setbacks resulting in a 'wedding cake'. This form of development has led to: • Awkward and inefficient floor plate layouts • Poor internal amenity • Environmentally unsustainable building designs • Increased construction costs • Poor architectural design outcomes – Designs that are not responsive to neighbourhood character • Setback requirements making it difficult to build to permitted heights • The need for greater policy guidance around articulation and streetscape frontages. Extensive background technical work was undertaken to inform the South Melbourne Structure Plan and Amendment C219port. The amendment proposes new built form provisions for Park Street implemented through a new Design and Development Overlay 37 (Clarendon Street Precinct) to address these issues.	No change – submission noted.
2	<u>364 Park Street, South Melbourne</u> The submitter supports all changes proposed by Amendment C219port, commenting that the: • Changes protect the character and historical significance of the area. • Design and Development Overlays protect the amenity of the area (sunshine, shadow, setbacks, variation in building type).	The submitter's support for the amendment is noted.	No change – submission noted.

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3	<u>No address provided</u> Submitter requests Council/Amendment C219port allows redevelopment of their house for two dwellings on a lot. No address was provided.	Both the existing and proposed controls would permit the development of two dwellings on a property. However, the submitter should undertake a thorough check of the zoning and other planning controls that apply to their site.	No change – submission noted.
4	<u>City Road Industrial Triangle</u> The submitter does not support amendment and requests minor changes to the South Melbourne Enterprise Precinct West DDO40. Submitter requests that overshadowing, height and built form outcomes and requirements for the north side of York Street, are expanded to include the area west of Ferrars Street, up to the City Road junction. They consider DDO40 should be modified to state building and works must not overshadow or cast additional shadows over the southern footpath of York Street, including between Ferrars and City Road intersection, between 22 June 10am – 2pm, for the following reasons: • To ensure residential community south of York Street is not destroyed by this proposal. • The south side of York Street in this area is an established residential zone and requires the same overshadowing protections in order to achieve the design objectives of proposed DDO40 (South Melbourne Enterprise Precinct West): “<i>To ensure development is well spaced and sited to provide high amenity, avoid visual bulk and provide equitable access to an outlook and good daylight, and anticipates and is resilient to the potential impacts of climate change and inundation</i>”.	<u>Built form requirements for the City Road Industrial Triangle:</u> • Floor Area Ratios of 5.0:1 or 5.5:1 (mandatory) • Heights of 6 storeys / 25.2m to 7 storeys / 29.2m (preferred) • Street wall heights of 5 storeys / 21.2m (preferred) to a portion of City Road and Ferrars Street, and 4 storeys / 17.2m (preferred) elsewhere <u>Overshadowing</u> No specific overshadowing controls are proposed to apply to the area of York Street, west of Ferrars Street, up to the City Road junction, abutting the City Road Industrial Triangle. However, overshadowing is addressed through Built Form outcomes in DDO40 - <i>Interface with residential properties in Neighbourhood Residential Zone and General Residential Zone</i>, which seeks to protect ‘<i>the amenity of existing residential properties in terms of visual bulk, overshadowing of private open space, overlooking and vehicle access.</i>’ Overshadowing controls are proposed for some areas of the precinct, as per the recommendation from the South Melbourne Built Form Review (Hodyl & Co, 2024) to “<i>Ensure solar access controls are more targeted to maintain sunlight at certain times of the year to key streets and open spaces</i>”. Page 59 of the South Melbourne Structure Plan details the rationale for application of overshadowing controls, which aims to maintain solar access to the public realm. Overshadowing controls are proposed for a portion of the southern footpath of York Street, from the western boundary of South Melbourne Market to Cecil Street. These shadow controls are proposed to be measured at the winter solstice, rather than the spring equinox, as applied throughout the rest of the precinct. This is necessary to advance the outcomes of the <i>South Melbourne Market Project Connect</i> and ensure the success of this potential future public space.	No change – submission noted.




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- Asks whether the proposed changes to 'the wedge' area, including the new DDO40, combined with the rezoning to Commercial, enable the development of 5 storey commercial buildings and works that can cast additional shadow to residential homes on the south side of York Street.

If so, this is considered a dramatic change in utility of homes and destruction of the liveability to the community of the 'established residential area' south of York Street, West of Ferrars Street, that Council is seeking to protect.

Planning Practice Note 59 outlines when mandatory provisions are appropriate. Council must assess if the control is strategically supported, justified over a performance-based approach, and ensures the intended outcome.

Recent VCAT decisions set a precedent for the level of justification needed to apply shadow controls.

Current shadow controls use winter solstice measurements, but new controls adopt spring equinox standards, aligning with best practice. Winter solstice controls are not proposed as they require strong strategic justification.

Difference between current and proposed planning controls for the 'City Road Triangle'

Currently no height controls apply to the City Road Triangle. This is a historic anomaly in recognition of this area being remnant industrial land. Amendment C219port proposes building heights in the City Road Triangle of between 25.2 metres / 6 storeys and 29.2 metres / 7 storeys.

The proposed building heights for these properties were determined through rigorous built form testing set out in the *South Melbourne Built Form Review* by Hodyl & Co, one of the background technical documents supporting the South Melbourne Structure Plan and Amendment C219port.

Please also refer to the following Standard Response:

- Standard response #6 Mandatory envelope controls*

5 506/244 Dorcas Street, South Melbourne

The submitter is generally supportive of Amendment C219port.

Heritage overlays are the submitters key issue, highlighting there is a need to end heritage overlays for "ugly" buildings which waste incredibly precious land.

The submitter cited the former J.E. Searls Engineers & Coppersmiths factory (49-55 York Street), and the Corner shop & residence at 108 Bank Street as a heritage example of

General support for the Amendment is noted.

Impacts of the Heritage Overlay on development potential

The application of a heritage overlay does not prohibit new development from occurring. Please refer to Standard response #9 'Impact of proposed Heritage Overlays on development potential' for further explanation of this matter.

Inclusion of 49-55 York Street and 108 Bank Street in the Heritage Overlay

- The South Melbourne Heritage Gaps Analysis report (Trethowan, 2023) identified these properties as being of local

No change – submission noted.


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inefficient land use being protected by the heritage overlay.

heritage significance and recommended they are added to the heritage overlay.

- Both properties meet the criteria for inclusion in a heritage overlay.
- The proposed Statement of Significance for 49-55 York Street states that *"The former J.E. Searls Engineers & Coppersmiths factory / warehouse is of historical significance as an early factory in the area and as an example of local manufacturing in support of the war effort"*
- The proposed Statement of Significance for 108 Bank Street states that *"The corner shop is historically significant as a former grocery associated with the growth of South Melbourne in the late nineteenth century, in particular the pattern of corner shops accompanying new residential areas during the late Victorian boom period"*.
- The South Melbourne Major Activity Centre and Employment Precincts Heritage Built Form and Analysis Recommendations report by GJM Heritage provides the following analysis on how potential future development would need to respond to the heritage elements:
 - *"New development above these heritage buildings should be setback from the street wall so that it is visually recessive and so the original façade, principal roof form and other original rooftop features visible from the public realm (such as chimneys) remain legible and the building's three-dimensional form is retained to avoid 'facadism'" p125*
 - *"Where heritage buildings abut non-heritage sites, new development on these sites should provide a suitable transition of street wall height, setback from the property boundary and upper-level setback as to not visually overwhelm the heritage building and street wall when viewed from the public realm" p125*

These properties have been assessed to be of local significance. The application of the heritage overlay is not incompatible with development potential, officers recommend continuing to pursue application of the heritage overlay for these properties.

6 5/15-37 Emerald Street, South Melbourne

The submitter's support for the amendment is noted.

No Change – submission noted.



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The submitter supports the amendment with changes, but did not detail those changes.

7	<u>No address provided</u> The submitter supports the changes proposed by Amendment C219port, and requests that Council continue to use mandatory Floor Area Ratio controls to ensure they have a real effect on built form outcomes. The submitter further commented that Floor Area Ratios were a great step in introducing a valuable urban design tool.	The submitter's support for the use of Floor Area Ratio controls is noted.	No Change – submission noted.
8	<u>244 Dorcas Street, South Melbourne</u> The submitter supports the proposed envelope controls to the buildings bound by Dorcas, Coventry, Francis and Union Streets, but requests a 4 storey mandatory height limit, rather than the 14.8m/4 storeys (mandatory) for a portion of the block and 21.2/6 storey (mandatory) proposed across a portion of the block. Reasons for this include: • This would be a more appropriate outcome from both an urban design and residential amenity outcome. • The land in question is fine grain and fragmented. If these lots were to be developed independently, development of up to 6 storeys would be out of place in its surroundings.	<u>Building heights</u> The proposed heights for these properties were determined through rigorous built form testing set out in the <i>South Melbourne Built Form Review</i> by Hodyl & Co, one of the background technical documents supporting the <i>South Melbourne Structure Plan</i> and Amendment C219port. The amendment proposes envelope controls for these sites via Design and Development Overlay 37 (DDO37 - Clarendon Street Precinct) including building heights transitioning from a mandatory 4 storey building height fronting Coventry Street up to a 6 storey mandatory height limit towards Dorcas Street. The proposed envelope controls also include built form requirements addressing building separation and setbacks to ensure adequate amenity outcomes are achieved for existing residential dwellings. A design objective in DDO37 seeks: <i>'To ensure development is well spaced and sited to provide high amenity, avoid visual bulk and provide equitable access to an outlook and good daylight, and anticipates and is resilient to the potential impacts of climate change and inundation.'</i> For further information please refer to the following standard responses: • <i>Standard Response #5 Accommodating Growth</i> • <i>Standard Response #10 Building Heights should be lower</i>	No Change – submission noted.

9

No address provided

The submitter supports the amendment, however the submitter requests changes to address anti-social behaviour.

The submitter expressed concern with anti-social behaviour and homelessness on parts of Clarendon Street that are limiting the precinct from reaching its full potential.

The submitter's support for the amendment and concerns relating to anti social behaviour and homeless are noted.

Anti social behaviour and homelessness

This issue is outside the scope of the South Melbourne Structure Plan and Planning Scheme Amendment C219port. However, officers acknowledge it is an issue of concern for the community.

The *City for Port Phillip Protocol for Assisting People Sleeping Rough* was established in 2012 to provide the basis for how Council responds to homelessness in public spaces.

With respect to understanding enforcement of these issues and the local law, there is no enforcement requirement with respect to homelessness itself.

This protocol outlines that Council must ensure that enforcement will only apply where a local law or Summary Offence has been breached, or is being breached at which point it becomes a safety and amenity, or a police issue.

No Change – submission noted.

10

3 Coote Street, South Melbourne

The submitter supports the amendment with changes:

- The South Melbourne Enterprise Precinct West area should not have buildings taller than 2 storeys
- Notes the 'South Melbourne Precinct East' and 'Kings Way Mixed Use Corridor' does not have tall buildings overshadowing small houses.

The submitter makes the following comments in relation to the importance of heritage:

- The charm of South Melbourne lies in the lovely heritage housing and buildings and it is important to protect them.
- It is important to keep height limits to certain areas, for example there is a tall building currently being built on Clarendon

The submitter's support for the amendment is noted.

Building heights

The requested building height of 2 storeys for Enterprise Precinct West is not supported.

The building heights proposed have been developed by robust testing, which has been undertaken to inform the built form recommendations with proposed building scales and typologies aligned to the existing and future character of each precinct. This work is outlined in the South Melbourne Built Form Review by Hodyl & Co (August 2024).

The proposed building heights (of 5 to 12 storeys) in the Enterprise Precinct West reflect the highly varied character of the Structure Plan area and have been determined through considering factors such as the role and width of streets, lot sizes, interfaces and land uses.

Two storeys across the precinct would not be sufficient to accommodate the projected growth forecasts of this key enterprise precinct.

No Change – submission noted.



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Street that does not suit the heritage street frontages.

Reduce heights in 'South Melbourne Precinct East' and 'Kings Way Mixed Use Corridor'

The proposed planning controls for 'Enterprise Precinct East and Kings Way Mixed Use Corridor' are outlined in proposed Design and Development Overlay 39 (DDO39).

The buildings heights proposed throughout this precinct range from 5 – 12 storeys (preferred). The zoning in this precinct (Commercial 2 Zone) does not allow for new residential dwellings. (Noting some existing residential dwellings with existing use rights are located within the Commercial 2 Zone.)

Residential dwellings abutting this precinct are protected by the planning controls at clauses 54-58 of the Port Phillip Planning Scheme in ResCode. These clauses contain overshadowing objectives and standards that relate to overshadowing of private property that must be met to protect the private open space of these properties.

The submitter's comments relating to the importance of heritage are noted.

For further information, please refer to the following Standard Responses

- *Standard Response #5 Accommodating growth*
- *Standard response #10 Building heights should be lower*

11 11 Church Street, South Melbourne

The submitter supports the amendment, however expresses the following concerns:

- Heritage overlays on key sites should include direct resident consultations at every stage. Not all residents will be affected in the same way.
- Implementation of the South Melbourne Structure Plan may overly extend Council's budget and possibly increase rates. Therefore, these matters should be considered in budget forecasting.

The submitter's support for the amendment is noted.

Planning permit notification process

If a planning permit is triggered under the Heritage Overlay (as outlined at Clause 43.01-1 of the Port Phillip Planning Scheme) adjoining residents are notified in accordance with the notification requirements (Section 52 of the *Planning and Environment Act 1987*). NOTE: Notification of adjoining properties may not be required for minor permits e.g. front fences.

Residents can review the proposed plans and object to the planning permit application. Any objectors will be updated throughout the process of any decision. This process is the same for any key heritage sites.

No Change – submission noted.


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Planning Scheme Amendment notification process

Thirteen (13) properties are proposed to be added to the heritage overlay through this planning scheme amendment process. A full list is available to view as part of the amendment documentation on Council's website.

Feedback was invited on these proposed additions to the heritage overlay as part of the Phase 3 community consultation on the SMSP which took place in February to April 2024.

All owners and occupiers of affected properties have been formally notified as part of the current amendment process. Surrounding properties were also notified. Any submitters to this planning scheme amendment process will be notified at each stage as the amendment progresses.

Council budget

The South Melbourne Structure Plan sets out the long-term strategic vision for South Melbourne and includes an action plan on how it will be achieved. Progressing actions from the South Melbourne Structure Plan is subject to future budget allocation.

Future budget allocation will be made through the City of Port Phillip Council Plan and Budget. The 2025-2035 budget was adopted by Council on 23 June 2025.

The Council Plan includes Council's financial plan, revenue and rating plan, asset plan and annual budget. Information can be found on the Council website under 'Council Plan and Budget'.

12	<u>178 Cecil Street, South Melbourne</u> The submitter supports the amendment. They state the amendment has little or no impact on their current address.	The submitter's support for the amendment is noted.	No Change – submission noted.
13	<u>178 Cecil Street, South Melbourne</u> The submitter supports the amendment. They state the amendment has no impact on their current address.	The submitter's support for the amendment is noted.	No Change – submission noted.

14

7-13 Union Street, South Melbourne

The submitter considers the amendment is deficient in economic analysis, housing provision analysis and does not align with State policy.

The proposed controls are too rigid for a major activity centre (MAC), rely on a 'business as usual' approach. They do not align with the need to provide an additional 55,000 dwellings within Port Phillip by 2051.

The submitter makes the following comments in relation to the proposed planning controls in relation to their property, the Coventry Street Specialty Shopping Precinct, DDO37 and entire amendment area:

- The proposed amendment represents a reduction in permissible building volume and floor capacity through mandatory height controls and discretionary upper-level setback (3m).
- A mandatory facade retention control has been included for the John Street and Union Street street wall.
- These changes are inappropriate in a context of existing heritage overlays and controls, as development should be guided by the existing heritage context.
- Similarly in the context of state policy objectives of increased density and urban consolidation additional constraints are inappropriate.
- The amendment fails to consider:
 - recent development in the area, including development above 4-6 storeys.

Review the economic impact of new controls and housing targets

The economic, growth and population assumptions underpinning the amendment and Housing Strategy is robust and appropriate:

- The technical work supports the achievement of Port Phillip's housing target of 55,000 additional dwellings by 2051, as reflected in Clause 16.01-1S (Housing Supply) and other state and local policy.
- The Housing Strategy identifies there is enough residentially zoned land in Port Phillip to accommodate 59,000 additional dwellings if every site is developed to its full potential (*Port Phillip Housing Strategy 2024*).
- The proposed controls will increase capacity required to meet demand for future residential and commercial floor space in South Melbourne (SMEELUS, 2024) and increase the developable Gross Floor Area in South Melbourne (*South Melbourne Built Form Review 2024*).

As outlined below, the approval of the DCP does not affect the ability of Fishermans Bend to meet its projected housing targets. There is no need to review the Housing Strategy.

Status of planning permit approvals in Fishermans Bend

The submitter's view that there is currently a prohibition on approval of residential development permits is incorrect.

However, while there is technical issue with the Incorporated Plan Overlay, this is not preventing developments from being approved through other mechanisms:

- Under the existing provisions of the Port Phillip Planning Scheme, a planning permit cannot be granted for buildings and works due to the restrictions imposed by the Infrastructure Contributions Overlay (ICO). The ICO requires an Infrastructure Contributions Plan (ICP) be approved or an alternative infrastructure contributions mechanism gazetted in the planning scheme before a planning permit can be issued.
- Draft Amendment GC224 proposes to introduce a Development Contributions Plan (and Open Space Uplift mechanism). It is currently progressing through a separate

No Change – submission noted.


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- Impact of FARs and mandatory controls on housing growth.
- Unique site opportunities and constraints.
- The street testing recommended in the *South Melbourne Employment, Economic and Land Use Study* were not undertaken.
- The street width analysis undertaken was too general e.g. using the grouping of 12m or less.
- It is not clear how light court boundary setbacks were derived.

The submitter welcomes the strategic review of the precinct and of the DDO, but specifically requests that:

- Council's housing strategy be reviewed in light of Amendment VC283 and considering Fishermans Bend is currently quarantined from standard planning approvals for residential developments
- Further strategic work is undertaken to investigate the impact of any proposed built form controls (including economic and housing capacity)
- The mandatory height control for our client's property be retained as a preferred control, with no reduction to the current controls.
- Council undertake further strategic work to establish more appropriate built form controls, in light of new Plan for Victoria clause 16.01-1S housing targets, noting the number of developments in the area that have planning permit approvals for

planning scheme amendment process but is not yet implemented.

- To facilitate development within the Fishermans Bend, the Minister has considered many site-specific Planning Scheme Amendments, where a proposal demonstrates that it responds to local policy, meets the requirements of the Capital City Zone, Design and Development Overlay, Parking Overlay, Environment Audit Overlay and makes appropriate development contributions.

At this time approximately 18 developments (primarily mixed use containing dwellings) have been approved under this process. These approved developments have a yield of approximately 23,450 dwellings.

Built form controls including retention of street wall and upper level setbacks

7-13 Union Street is a Significant Heritage Place in HO440 Emerald Hill Residential Precinct.

The built form controls proposed for this site were carefully tested considering the existing heritage building on the site, proximity to the visually cohesive and intact heritage streetscapes of Coventry and Clarendon Streets. Being within the Commercial 1 Zone, the subject site was tested as a mixed-use development with commercial uses at lower levels and residential above. The *Heritage Built Form Analysis & Recommendations* prepared by GJM Heritage informed the *Built Form Review* that underpins the structure plan and amendment.

Mandatory street wall heights of 2 to 3 storeys apply throughout most of the precinct to maintain the street wall heights established by existing buildings. This was applied to ensure the retention of the heritage street wall and ensure infill development reinforces the street wall element. Street wall heights have been established in response to the street hierarchy, existing heritage buildings, and to manage transitions at the interface with low rise residential areas to the south of Park Street.

The GJM report provides recommended built form parameters for new development within a HO, including:


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- buildings higher than the proposed DDOs
- The proposed controls should be performance based rather than mandatory, noting the areas status as a defined activity area

- Ensure that upper storey additions are sited and massed behind the principal façade.
- Ensure that any upper-level or infill development is subservient to the heritage fabric and is visually recessive in mass, scale, and materiality.

Change the height control from mandatory to preferred

In response to the submission received for this site in the previous phase of community consultation in 2024 (Phase 3), officers sought further advice from Hodyl and Co regarding the building height for this site.

Following further built form testing in response to this previous submission, Hodyl and Co recommended an increased building height of 6 storeys rather than the 5 storeys previously proposed in the draft Structure Plan. This additional modelling indicated that the site can accommodate this increased height whilst appropriately responding to the heritage fabric. The height was increased from 5 to 6 storeys in the adopted plan.

A mandatory height control has been applied to 7-13 Union Street, South Melbourne. Mandatory height controls have been applied to the site as is consistent with the methodology applied in the Clarendon Precinct, where mandatory controls apply to properties covered by envelope controls, which is in response to the extent of heritage buildings and finer grain lot sizes within this area

Given the additional built form analysis undertaken for this site, officers do not recommend any further changes.

Apply performance based rather than mandatory controls

In the Clarendon Street Precinct, envelope controls are proposed for the majority of sites to ensure built form outcomes are responsive to the significant low-rise heritage context, much of which is listed on the Victorian Heritage Register.

This is to ensure an appropriate design responses are delivered on sites with heritage buildings, along with infill sites that directly adjoin or are close to heritage properties. In responding to the valued heritage of the area and this area's smaller site sizes, the built form controls seek to establish a more consistent design outcome through building heights



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and setbacks in comparison to the increased design flexibility of a Floor Area Ratio control.

The envelope controls include mandatory controls such as building heights, as well as a mix of mandatory and discretionary controls such as setbacks to upper levels.

Please refer to the following standard responses for further information:

- *Standard Response #1 State Strategic Policy: South Melbourne*
- *Standard Response #2 Council strategies*
- *Standard Response #5 Accommodating growth*
- *Standard Response #11 Planning controls are too conservative*

15 <u>176-188 Bank Street, South Melbourne (former Melbourne Butter Supply site)</u> The submission is generally supportive of the proposed amendment. Specifically, they support the correction of the zoning anomaly for the site.	The submitter's support for the amendment and the correction of a zoning anomaly for this site is noted.	No Change - submission noted NOTE - Additional built form outcomes are recommended for the site to address amenity impacts by providing a transition to residential properties to the south. See Submission #27.
16 <u>433-437 City Road, South Melbourne – City Road Industrial Triangle</u> The submission is generally supportive of the amendment. However, it expresses significant concerns about the proposed Commercial 2 zoning. A more nuanced planning approach is needed. The submitter considers applying either Mixed Use Zone, or Commercial 1 Zone to this area would be more appropriate than the Commercial 2 Zone. The submitter makes the following arguments for the alternate zoning of the City Road Industrial Triangle.	The submitter's support for the amendment is noted. <u>Reconsider the proposed Commercial 2 Zoning and apply the Commercial 1 or Mixed Use</u> Rezoning the 'City Road Industrial Triangle' (bound by City Road, Ferrars Street and York Street) to the Commercial 2 Zone will better reflect the land uses already established in this area and reinforce its role as part of the broader Enterprise Precinct. The current industrial zoning is inappropriate and applying the C2Z to this area will provide greater certainty around the desired development outcomes for this area. The economic analysis that informed the South Melbourne Structure Plan included an assessment of which land use zoning would best support the economic diversity and vitality of land uses within the Enterprise Precinct. (See Chapter 8 of the <i>South Melbourne Employment, Economic and Land Use Study, 2023</i>.)	No Change - submission noted




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The triangle is distinctly different from other parts of the Enterprise Precinct for the following reasons:

- It is physically separated from the South Melbourne Market
- It directly interfaces with Fishermans Bend and the Capital City Zone to the north.
- It borders heritage residential areas and the Neighbourhood Residential Zone to the South.

This creates a unique opportunity to act as a transitional precinct.

The proposed Commercial 2 zoning is not supported for the following reasons:

- Basing the proposed zone on current office use and perceived fragmented ownership is overly simplistic rationale and does not reflect the sites true strategic potential.
- The dominance of office uses is largely a product of the constraints of the Industrial 1 Zone, not a clear indicator of future intent or best use.
- The addition of housing would improve after hours activation, safety and amenity concerns and assist addressing the housing crisis.
- The South Melbourne Economic, Employment and Land Use Study confirms that South Melbourne has sufficient commercial land.
- Mixed Use Zone or C1Z would allow a balance of uses.

The submitter also supports an increase of the FAR for the site. A FAR of 6.5:1 is

The assessment considered the advantages and disadvantages of a range of zones for the wider Enterprise Precinct (Commercial 2, Commercial 3, Industrial 1 and Mixed Use zones). It concluded the land currently in the Industrial 1 Zone, the 'City Road Industrial Triangle', should be rezoned to Commercial 2 Zone.

The site is not required for housing. The Housing Strategy identifies that there is enough residentially zoned land in Port Phillip to accommodate 59,000 additional dwellings if every site is developed to its full potential (*Port Phillip Housing Strategy, 2024*).

Apply a higher FAR to enable meaningful transformation

The site has a proposed FAR of 5.0:1. The submitter seeks 6.5:1.

Amendment C219port proposes mandatory maximum Floor Area Ratios (FARs) based on rigorous built form testing and aligned with *Planning Practice Note 59*. FARs are tailored to the precinct's future character, supporting medium-density development and providing certainty for stakeholders.

Mandatory controls are essential for effectiveness, as shown in local and international practice.

FARs are calibrated to site size: smaller sites can achieve higher FARs due to reliance on external amenity, while larger sites require lower FARs to allow for internal amenity, building separation, communal spaces, and pedestrian connections.

Please refer to the following standard responses for further information

- *Standard Response #1 State Strategic Policy: South Melbourne*
- *Standard Response #3 Retention of C2Z/Employment land*
- *Standard Response #4 Housing capacity*
- *Standard Response #5 Accommodating Growth*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #8 Relationship between FAR and site size*
- *Standard Response #11 Planning controls are too conservative*

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recommended to allow greater flexibility and more meaningful transformation.

17	<u>General submission</u> The submitter voices concern with the lack of accountability and responsibility about personal and property security and safety. The external built environment features address anti-social measures creating a funnel to move the behaviour elsewhere. Submitter has watched the external built environment features change to address public anti-social measures, ultimately creating a funnel to move the behaviour elsewhere. This leaves public spaces that are cold because they have been created to be vandal proof, hard wearing and a deterrent for social interaction points. The submitter would like to see development along Dorcas Street between Clarendon and Moray that increases social connection, with some ideas including: • Places for young people to make art • Gyms • Community gardens • Music rooms • Something which encourages people to linger and be visible to the street.	The submitter's concerns relating to personal safety and property damage, as well as other anti social behaviour and its impact are noted. <u>Personal and property safety issues</u> Community safety is a priority for the City of Port Phillip. The Council is currently engaging on the Draft Community Safety Plan (September 2025). Officers have forwarded this submission to the Community Safety team for consideration and have provided the submitter with information on this proposed plan for review and to make a further submission should they wish. <u>Public realm framework</u> The amendment is seeking to implement the South Melbourne Structure Plan. The development of the plan has involved extensive exploration of the public realm, and understanding how Council can support and enhance the public realm and pedestrian experience. The <i>South Melbourne Public Realm Framework 2024-2044</i> (City of Port Phillip, 2024) details streetscape improvements proposed for Clarendon Street, outlining several principles and actions. These focus on: • enhancing Clarendon Street's function as a gathering place and destination of choice for shopping and dining, • exploring opportunities to repurpose road space for public space, and; • improving safety, accessibility and pedestrian friendly experiences at key street intersections. <u>Increase social connection points along Dorcas Street between Clarendon and Moray Streets</u> Officers support recommendations for development along the area of Dorcas Street between Clarendon and Moray Street to activate the public realm and increase social connection points. This is something officers are able to advocate for through the planning process.	No Change - submission noted
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This is supported throughout the Structure Plan, such as on page 119, which explores maintaining and growing a sense of community through placemaking and activating social spaces to strengthen connections between South Melbourne's resident, worker and visitor populations and the places they share.

There is also opportunity to address this through the redevelopment of the Emerald Hill Housing Precinct, being undertaken by Homes Victoria.

18 <u>Environmental Protection Authority (EPA)</u> EPA does not object to the amendment. Consistent with the requirements of <i>Ministerial direction 19 – Amendments that may result in impacts on the environment, amenity and human health</i>, EPA provided its views on the proposed amendment prior to exhibition and does not make any further submissions.	EPA's comments are noted. Council sought the views of EPA prior to the amendment's exhibition and addressed this in the amendment's explanatory report.	No change – submission noted.
19 <u>Homes Victoria: Emerald Hill Court and Park Towers Housing Estates</u> The submitter is broadly supportive of the amendment. However, they have recommendations and concerns regarding the policy, land use and built form changes that impact specific properties they own. The submitter seeks the following changes: In the Structure Plan: - Update the reference to the Plan for Victoria and the Housing Statement, and their role in directing growth. - Update the population and dwelling growth assumptions to align with <i>Plan for Victoria</i> and the <i>Housing Statement</i>, as well as uplift in dwelling yield on specific sites. - Remove references to community hospital, the Victorian Health Building	<u>Update the population and dwelling growth assumptions to reference the <i>Plan for Victoria</i> and Housing Statement (in the Structure Plan)</u> Given the update to State policy since the Structure Plan was adopted in August 2024, it is recommended the reference to the <i>Plan Melbourne</i> on page 15 of the <i>South Melbourne Structure Plan</i> is updated to reference <i>Plan for Victoria</i>. Other consequential changes would be made where <i>Plan Melbourne</i> is referenced. The economic, growth and population assumptions underpinning the amendment and Housing Strategy are appropriate and robust: - Technical analysis supports Port Phillip's housing target of 55,000 new dwellings by 2051, in line with Clause 16.01-1S and other policies. - The Housing Strategy confirms sufficient residentially zoned land to accommodate 59,000 dwellings if fully developed. - Proposed controls will boost capacity for future residential and commercial floor space in South Melbourne, increasing developable Gross Floor Area (<i>South Melbourne Economic Employment and Land Use Study, 2024</i> and <i>South Melbourne Built Form Review, 2024</i>).	Change recommended: <u>In the Structure Plan:</u> Replace the reference to <i>Plan Melbourne</i> on page 15 with the <i>Plan for Victoria</i>. Add a reference to Clause 16.01-1S (Housing supply) and the State Government's housing target of 55,000. Make other consequential changes to the document to update where <i>Plan Melbourne</i> is referenced. Update the text and maps to remove references to the: - community hospital - master planning process and its boundaries.



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Authority and 'health' at the Emerald Hill Housing Precinct.

- Remove Skinners Adventure Playground from current master plan boundary.
- Provide flexibility by including "where possible" in relation to the retention of mature trees.
- Remove the reference locating open space on the corner of Coventry Street and Moray Street.
- Remove the reference to provision of end of trip facilities for bicycles, micro-mobility scooters such as e-scooters.
- Reduce the section on Park Towers to two or three paragraphs detailing current site conditions and indicating that redevelopment at the Park Towers site is subject to forward planning process in line with the Housing Statement.

In the Design and Development Overlays (DDOs):

- Ensure solar provisions of the structure plan and the proposed DDO37 and DDO39 are not applied to streets adjoining the Emerald Hill Precinct.

In the Planning Policy Framework:

- Modify proposed policy at Clause 11.03-6L-08 (South Melbourne) to specifically identify the Emerald Hill Court Estate as not being a low to medium density site within the policy.

Remove references to a community health facility and the masterplan boundary (in the Structure Plan)

Officers support this request and recommend Updating the Structure Plan to remove references to a proposed hospital and/or health precinct.

Changes to Skinners Adventure Playground

Homes Victoria highlighted that Skinners Adventure Playground and the abutting walk up flats to the north are no longer included in Homes Victoria's master planning for the precinct.

It is recommended the Structure Plan is updated to editing the Masterplan boundary.

Other changes to text or actions around the Skinners Playground are not supported. Action 4.35 of the SMSP guides Council's future advocacy on outcomes for Skinners Adventure Playground. The action to work with Homes Victoria to improve the layout of Skinners Adventure Playground is an important advocacy position for Council and is recommended to be retained in the South Melbourne Structure Plan.

Exclude the Emerald Hill Precinct from the need to comply with the overshadowing provisions (in the Structure Plan and proposed DDO37 and DDO39)

Updating the solar provisions as requested is not supported. The key footpaths identified through the technical work and the structure plan are critical to protect sunlight to the public realm.

Update wording of Clause 11.03-6L-08 to explicitly exclude the Emerald Hill Precinct (Planning Policy Framework)

Homes Victoria requested a modification to proposed policy at Clause 11.03-6L-08 (South Melbourne) to specifically exclude the Emerald Hill Court Estate as a low to medium density site within the policy.

This strategy refers to difference in the pattern of development between South Melbourne and high rise precincts such as the Central City, Southbank, Montague and Kings Way. While a reference to a specific site is not supported, there is an opportunity to revise the policy to better acknowledge South Melbourne's diverse scale.

Edit text to identify the 'preferred location' for public open space is on the corner of Coventry and Moray Streets.

In planning policy:

Update policy to better acknowledge South Melbourne's diverse scale.

(See Attachment 2 for details.)

No further changes recommended.


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Provide flexibility around the retention of trees (in the Structure Plan)

The submission from Homes Victoria requested changes seeking more flexibility around the retention of mature trees. Officers do not recommend updating the Structure Plan as it is important to retain as an advocacy position.

Remove reference to locating open space on the corner of Coventry and Moray Street (in the Structure Plan)

Officers recommend updating Action 4:18 to read "with a preferred location" on the corner of Coventry and Moray Street, as it is important to retain this advocacy position.

Remove reference to provision of end of trip facilities for bicycles, micro-mobility scooters such as e-scooters (in the Structure Plan)

Officers do not recommend updating the Structure Plan to respond to this as it is important to retain as an advocacy position.

Park Towers (in the Structure Plan)

Officers acknowledge a separate planning process will be undertaken by Homes Victoria for the Park Towers site.

The structure plan includes high level design guidance on Park Towers which forms an important advocacy position for Council.

The guidance contained in the Structure Plan is based on the background strategic work and is not proposed as a control. However, officers do not support updating the Structure Plan.

Please refer to the following standard responses for further information:

- *Standard Response #1 State Strategic Policy: South Melbourne*
- *Standard Response #2 Council strategies*
- *Standard Response #6 Mandatory Envelope Controls*
- *Standard Response #11 Planning controls are too conservative*

20 100 Market Street, South Melbourne
The submitter suggests the amendment is deficient in economic analysis, housing provision analysis and alignment with State

Reflect the *Plan for Victoria* and new Victorian Government policies on housing capacity

No change recommended – submission noted.




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policy. The proposed amendment underestimates the required capacity for commercial land and housing and does not align with the need to provide an additional 55,000 dwellings within Port Phillip by 2051.

Update the SMSP and amendment background report to reflect the *Plan for Victoria* and new Victorian Government policies regarding the role of activity centres in providing commercial floor area and housing.

Submitter considers South Melbourne requires additional housing growth as the current targets for Fishermans Bend are not being met.

Specifically, the submission requests the following changes for DDO38:

- Increase the proposed FAR of 4.5:1 for the submitter's site to 6.0:1, for the following reasons:
 - It is based on an invalid assumption that heritage sites don't have the capacity to accommodate change – this site has the capacity to deliver a higher FAR without impacting the heritage fabric.
 - The subject site derives much of its local context from the adjoining (surrounding) Enterprise precinct West, where higher FARs are proposed.
- Determine the street wall height via existing Heritage Overlay and heritage policy. Including street wall heights for mandatory retention does not allow for

The amendment reflects the *Plan for Victoria's* five pillars and State planning policy and strategies.

There is little need to revisit the growth and population assumptions underpinning the amendment and Housing Strategy, given they both support the achievement of housing targets and other state and local policy.

The economic, growth and population assumptions underpinning the amendment and Housing Strategy are appropriate and robust:

- The technical work supports the achievement of Port Phillip's housing target of 55,000 additional dwellings by 2051, as reflected in Clause 16.01-1S (Housing Supply) and other state and local policy.
- The Housing Strategy identifies there is enough residentially zoned land in Port Phillip to accommodate 59,000 additional dwellings if every site is developed to its full potential (*Port Phillip Housing Strategy 2024*).
- The proposed controls will increase capacity required to meet demand for future residential and commercial floor space in South Melbourne (SMEELUS, 2024) and increase the developable Gross Floor Area in South Melbourne (*South Melbourne Built Form Review 2024*).

Increase FAR to 6.0:1 and update other built form controls

The proposed FAR for this site is 4.5:1. The FARs and built form controls, including street wall height proposed have been carefully considered following rigorous built form testing as outlined in the *South Melbourne Built Form Review* (Hodyl & Co, 2024).

The controls applied reflect a bespoke approach to this individual site, considering elements such as the heritage roof form and the type of built form outcomes that will provide a positive contribution to both this precinct and South Melbourne as a whole.

The *South Melbourne Heritage Built Form Review* (GJM, 2024) draws on the recommendations of several Planning Panels (C231glen, C91yara, C220yara, C231yara, C161dare and C272ston) which concluded that for Heritage Overlays within activity centres, mandatory controls were appropriate for street wall heights.

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- assessment against heritage citation and heritage requirements.
- Do not specify requirements for heritage sites as mandatory, where the heritage control and policy requirements are the long-held mechanisms for the assessment of proposals to heritage buildings or sites.
- Include an 'exemption from notice and review' provisions at Part 2.3. This would further encourage development.
- The DDO should be reviewed to remove instances of 'doubling up' controls, albeit with slightly different language and outcomes. The amendment will result in overlap and numerous and unnecessary assessment issues for applicants.

Where controls are proposed to be mandatory, they have been applied consistent with *Planning Practice Note 59: The role of mandatory provisions in planning schemes* and *Planning Practice Note 60: Height and setback controls for activity centres*.

Exemption from notice and review requirements

Officers do not support addition of notice and review exemption requirements in DDO38. Exemption from notice requirements are proposed in DDO39 and DDO40 - Enterprise Precincts East and West. These precincts have extensive areas of Commercial 2 zoning prohibiting residential uses.

Remove duplication of planning controls and simplify

DDO39 has been carefully drafted as per the guidance contained in the *Practitioner's Guide to Victoria's planning schemes* and *Ministerial Direction - Form and Content of planning schemes*.

Please refer to the following standard responses for further information:

- Standard Response #1 State Strategic Policy: South Melbourne*
- Standard Response #2 Council strategies*
- Standard Response #4 Housing capacity*
- Standard Response #5 Accommodating growth*
- Standard Response #7 Floor Area Ratio*
- Standard Response #8 Relationship between FAR and site size*
- Standard Response #11 Planning controls are too conservative*

21 1-3 Ross Street, South Melbourne

The submitter suggests that the amendment is deficient in economic analysis, housing provision analysis and alignment with state policy. Additionally, the submitter believes the proposed amendment underestimates the required capacity for commercial land and housing and does not align with the need to

Review the Structure Plan & Housing Strategy against *Plan for Victoria*

The explanatory report contains an assessment against the Plan for Victoria's five pillars.

The economic, growth and population assumptions underpinning the amendment and Housing Strategy are appropriate and robust:

- The technical work supports the achievement of Port Phillip's housing target of 55,000 additional dwellings by 2051, as reflected in Clause 16.01-1S (Housing Supply) and other state and local policy.

No change recommended – submission noted.

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provide an additional 55,000 dwellings within Port Phillip by 2051.

The submission suggests that the SMSP and amendment background report be updated to reflect the Plan for Victoria and new Victorian Government policies regarding the role of activity centres in providing commercial floor area and housing. It is claimed that South Melbourne requires additional housing growth as the current targets for Fishermans Bend are not being met.

Specifically, the submission requests the following changes for DDO38:

- Increase the proposed FAR of 5.0:1 for the submitters site to 5.5:1 to align with the land to the west and south. Change the FAR to a discretionary control.
- Increase building height proposed on the submitter's site of 25.2m / 6 storeys. It is too low and unreasonably constrains development. Should be included with land to the east and west within the 29.2m / 7 storey height controls.
- Simplify the draft schedule 39 to the DDO to remove duplication of planning controls, and simplify the interpretation of the matrix of controls that apply to the land within Enterprise East precinct.

- The Housing Strategy identifies there is enough residentially zoned land in Port Phillip to accommodate 59,000 additional dwellings if every site is developed to its full potential (*Port Phillip Housing Strategy 2024*).
- The proposed controls will increase capacity required to meet demand for future residential and commercial floor space in South Melbourne (SMEELUS, 2024) and increase the developable Gross Floor Area in South Melbourne (*South Melbourne Built Form Review 2024*).

Increase FAR to 5.5:1 and change from mandatory to preferred (discretionary)

Amendment C219port proposes mandatory maximum Floor Area Ratios (FARs) based on rigorous built form testing and aligned with *Planning Practice Note 59*. FARs are tailored to the precinct's future character, supporting medium-density development and providing certainty for stakeholders.

Mandatory controls are essential for effectiveness, as shown in local and international practice.

FARs are calibrated to site size: smaller sites can achieve higher FARs due to reliance on external amenity, while larger sites require lower FARs to allow for internal amenity, building separation, communal spaces, and pedestrian connections.

Increase building height to 29.2m / 7 storeys

The proposed building height for this site is 25.2m / 6 storeys (preferred). The submitter is seeking a height of 29.2m / 7 storeys. The preferred height control provides some flexibility subject to meeting the DDO's objectives and built form outcomes.

The building heights proposed by Amendment C219port have been carefully considered following rigorous built form testing as outlined in the *South Melbourne Built Form Review* (Hodyl & Co, 2024).

In Enterprise Precinct East, taller building heights are located along the interface with Kings Way and on larger land parcels. Most sites have a preferred maximum building height of 6 or 7 storeys.

Remove duplication of planning controls and simplify

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DDO39 has been carefully drafted as per the guidance contained in the *Practitioner's Guide to Victoria's Planning Schemes* and *Ministerial Direction - Form and Content of planning schemes*.

Please refer to the following standard responses for further information:

- *Standard Response #1 State Strategic Policy: South Melbourne*
- *Standard Response #2 Council strategies*
- *Standard Response #3 Retention of Commercial 2 Zone/Employment Land*
- *Standard Response #4 Housing capacity*
- *Standard Response #5 Accommodating growth*
- *Standard Response #6 Mandatory Envelope Controls*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #8 Relationship between FAR and site size*
- *Standard Response #11 Planning controls are too conservative*

22	<u>79-139 Park Street, South Melbourne – City Edge Complex</u>	<u>Acknowledge the current condition of the building</u> Buildings are assessed for their local heritage significance using recognised heritage criteria detailed in <i>Planning Practice Note 01 - Applying the Heritage Overlay</i>. The condition of a building is generally not a consideration in the assessment (except where a place is visibly structurally unsound and cannot be rectified), as it is accepted that rectification works can be undertaken. For this reason, heritage citations and statements of significance do not include the condition of the building. Council's Heritage Policy (Clause 15.03-1L of the Port Phillip Planning Scheme) allows heritage buildings to be demolished if they are confirmed by a structural engineering to be structurally unsound to the point that rectification is not possible. <u>Remove tree controls</u> The submitter seeks the removal of the protection of native trees, due to damage they can cause.	No change recommended – submission noted.
The submitter does not oppose the inclusion of a Heritage Overlay on their site, however requests that the heritage citation and controls consider the current state of the building. The submitter states the building is in a state of disrepair and the development has been altered from the original state. The following requests are made in relation to the heritage overlay being applied: • The current condition of the building is acknowledged in heritage documents. • Native trees are not protected, due to damage they can cause. • Retention of design elements should be practical.			


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- Assistance via a grant be provided by CoPP to assist with maintenance.

The proposed Statement of Significance notes that the 'Apartment complex City Edge *in its garden setting including mature trees*' as a key aspect of the significance of the heritage place.

The proposed citation also describes:

The internal garden landscape comprises paths and lawns, with plantings of mature native trees concentrated in and around the central garden. Mature native trees also flank some pedestrian causeways and along the boundaries of the complex.

Planning Practice Note 01 – Applying the Heritage Overlay provides advice on applying tree controls for heritage places. Tree controls are designed to protect trees that contribute to the significance of a heritage place (e.g. original plantings as a design element), as identified in the heritage assessment.

Tree controls are intended to protect trees that contribute to the significance of a heritage place (e.g. original plantings as a design element), as identified in the heritage assessment.

Under Clause 43.01-1 (Heritage Overlay) of the Port Phillip Planning Scheme, a planning permit is required to '*Remove, destroy or lop a tree if the schedule to this overlay specifies the heritage place as one where tree controls apply.*' However, if a tree presents an "*immediate risk of personal injury or damage to property*", this requirement does not apply.

Officers note other tree controls already apply to trees on the site under:

- Council's Community Amenity Local Law – a permit is required to remove a significant tree. A significant tree is defined as a tree with a trunk circumstances of 150cm or greater (measured 1m from the ground).
- Clause 52.37 Canopy trees - a permit is required to remove, destroy or lop a boundary canopy tree in a residential zone (City Edge is in the General Residential Zone). A boundary canopy tree is a tree within 6m of a street frontage or 4.5m or a rear boundary. A canopy tree



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is defined as tree that is at least 5m tall, has a trunk circumference of 0.5m and has a canopy diameter of 4m.

The planning scheme contains some exemptions for dead trees, lopping and maintenance or emergency works.

Ensure design elements to retained are practical

Elements that contribute to this significance are documented in the statement of significance. Council's Heritage Policy (Clause 15.03-1L of the Port Phillip Planning Scheme) provides detail on how these features can be managed.

Provide grants to assist with maintenance of the building

Council currently does not offer any heritage grants. Heritage grants are usually provided for restoration of original heritage features, rather than maintenance. However, owners of places in the Heritage Overlay can access the advice of Council's Heritage Advisor.

23	<u>South East Water – Land Development</u> The submitter offers no objection to the amendment, including to the zoning changes in the South Melbourne area or from the basis of sewerage asset capacity.	The submitter's support for the amendment is noted.	No change – submission noted.
24	<u>14 Northumberland Street, South Melbourne</u> The submitter opposes the amendment on the basis that it does not appropriately address the current social/housing environment. The submission comments: • There is an oversupply of office space and an under supply of housing. In the context of a housing crisis, limiting South Melbourne Enterprise Precinct West to office and commercial use is inappropriate. • Smaller buildings should be provided the opportunity to be converted into apartments or mixed living/working spaces where appropriate.	<u>Address the oversupply of office space and undersupply of housing</u> The <i>South Melbourne Economic, Employment and Land Use Study</i> (Urban Enterprise, 2023) identified projected commercial and residential floorspace needs for South Melbourne. The economic analysis forecasts the following floorspace growth in South Melbourne over the period 2023-2040: • Between 145,000 and 187,000 square metres of office space • Between 16,000 square metres and 21,000 square metres of retail floorspace • Up to 968 dwellings (equivalent to 96,800 square metres gross floorspace (@80sqm/apartment net). The combined total floorspace (at the upper end of the forecast range) equates to approximately 304,000 square metres (net) over the period to 2040. The proposed planning controls will exceed the forecast	No change – submission noted.


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- As 'work from home' is now common, the amendment should consider what spaces can be beneficially and effectively used in this way.
- Council should encourage creative and professional services business into the precinct by providing spaces that can be flexibly utilised spaces.
- Encouraging people to live and work in an area will create after-hours activity and build atmosphere and character.
- The amendment disproportionately impacts smaller sites through height restrictions, FARs and setbacks. This reduces options and restricts smaller sites for future development.

providing for an additional 525,000 m² of Gross Floor Area (South Melbourne Built Form Review 2024).

Officers consider the economic, growth and population assumptions underpinning the amendment and Housing Strategy are appropriate and robust:

- The technical work supports the achievement of Port Phillip's housing target of 55,000 additional dwellings by 2051, as reflected in Clause 16.01-1S (Housing Supply) and other state and local policy.
- The Housing Strategy identifies there is enough residentially zoned land in Port Phillip to accommodate 59,000 additional dwellings if every site is developed to its full potential (*Port Phillip Housing Strategy 2024*).
- The proposed controls will increase capacity required to meet demand for future residential and commercial floor space in South Melbourne (SMEELUS, 2024) and increase the developable Gross Floor Area in South Melbourne (*South Melbourne Built Form Review 2024*).

Encourage creative and professional services business

As a regionally significant industrial area, the South Melbourne Enterprise Precinct supports employment activity with a focus on creative industries. Retaining the Commercial 2 Zone in the Enterprise Precinct will support this outcome.

The *South Melbourne Structure Plan* aligns with Port Phillip's *Creative and Prosperous City Strategy 2023-2026* and *Events Strategy 2023-26*, which reinforce the link between creative industries and communities, in turn contributing to economic development.

Recognise the impacts of the proposed controls on small sites

The proposed built form controls have been tested on a variety of different sized sites.

One of the benefits of using density controls such as the Floor Area Ratio is the flexibility they provide to respond to specific conditions of a site and the surrounding context.


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Refer to standard response #8 'Relationship between FAR and site size' which provides further detail on the key benefits of using density controls alongside building envelope controls.

Please refer to the following standard responses for further information:

- *Standard Response #1 State Strategic Policy: South Melbourne*
- *Standard Response #2 Council strategies*
- *Standard Response #3 Retention of Commercial 2 Zone / Employment Land*
- *Standard Response #4 Housing Capacity*
- *Standard Response #5 Accommodating Growth*
- *Standard Response #6 Mandatory Envelope Controls*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #8 Relationship between FAR and site size*
- *Standard Response #11 Planning controls are too conservative*

25	<u>120-142 Clarendon Street, South Melbourne</u>	<u>Correction of the zoning to align with property boundary</u>	Change Recommended:
	The submitter supports elements of the amendment and provides comments and recommendations on other aspects.	The amendment proposes to correct the zoning anomaly applying to 120-142 Clarendon Street, Southbank to include it entirely within the Commercial 1 Zone. The submitter's support is noted.	
	The specific comments are as follows:	<u>Correct Heritage Overlay boundary to align with property boundary</u>	
	• The proposed changes to zoning and zoning anomalies are supported. • The boundary for HO4 does not align with property boundaries and is therefore an anomaly that should be corrected. • Increase the preferred building height from 8 storeys to 12 storeys. Notes the South Melbourne Market Precinct guidelines which refer to a range of heights up to 12 storeys. • FARs should be discretionary. They do not meet the 'exceptional	Heritage Overlay Schedule 4 has been unintentionally applied to a small portion of the site along its western boundary – see maps below. The site is not within a Heritage Overlay. The same error is reflected on the Heritage Policy Map. This change does not change the intent of the amendment as it corrects a minor error. <u>Increase building height to 12 storeys (preferred)</u> The proposed building height is 24.4m / 7 storeys (preferred). The building heights proposed by Amendment C219port have been carefully considered following rigorous built form testing as outlined in the <i>South Melbourne Built Form Review</i> (Hodyl & Co, 2024). In the Clarendon Street Precinct, preferred maximum building heights of 3 to 8 storeys will apply to properties covered by a Floor Area Ratio	Correct the boundary of the Heritage Overlay Schedule 4 to exclude this site and make consequential changes to the City of Port Phillip Heritage Policy Map. (See Attachment 2 for details.) No further changes recommended.

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- circumstances' that required in practice notes.
- The FAR for the submitters site of 5.5:1 creates too complex and restrictive requirements when coupled with building height and a street wall of 5 storeys. The FAR should be deleted entirely.
 - The proposed upper-level setback increase from 5m to 6m is unnecessary and should be retained at 5m.

control. Taller building heights are generally proposed for sites with larger lots sizes that primarily have frontages to the wider main streets or deeper lots that can provide appropriate upper level setbacks. Heights of 12 storeys apply to sites in the Kings Way Corridor and Market Precincts on larger sites where there is the potential for multiple buildings of different scale.

Remove FAR or make preferred (discretionary)

Amendment C219port proposes mandatory maximum Floor Area Ratios (FARs) based on rigorous built form testing and aligned with *Planning Practice Note 59*. FARs are tailored to the precinct's future character, supporting medium-density development and providing certainty for stakeholders.

Mandatory controls are essential for effectiveness, as shown in local and international practice.

FARs are calibrated to site size: smaller sites can achieve higher FARs due to reliance on external amenity, while larger sites require lower FARs to allow for internal amenity, building separation, communal spaces, and pedestrian connections.

Please refer to the following standard responses for further information:

- *Standard Response #4 Housing capacity*
- *Standard Response #5 Accommodating growth*
- *Standard Response #6 Mandatory Envelope Controls*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #8 Relationship between FAR and site size*
- *Standard Response #11 Planning controls are too conservative*

26 113 York Street, South Melbourne

The submitter objects to the inclusion of mandatory FAR controls on their site and generally in DDO38.

Remove FAR or make preferred (discretionary)

The FAR proposed for this site is 4.5:1. The FARs proposed by Amendment C219port have been carefully considered following rigorous built form testing as outlined in the South Melbourne Built Form Review (Hodyl & Co, 2024).

Pages 140-141 of the *South Melbourne Built Form Review* (Hodyl & Co, 2024) provides a table and images showing testing and analysis of

No change recommended – submission noted.




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The submitter suggests that FARs should be made discretionary, or removed entirely, for the following reasons:

- Mandatory FARs have been deemed unsuitable outside of central Melbourne City.
- The inclusion of a mandatory FAR does not implement any specific objective outlined in the supporting documentation to the amendment.
- The inclusion of a mandatory FAR is overly restrictive and likely to discourage or prevent viability for the type of development envisaged by the amendment.
- Removal of FARs would allow for more innovative and site responsive architectural design.

If the FAR is retained, the submitter suggests providing design guidance to applicants who seek to exceed a discretionary FAR.

different FARs and built form against key design objectives for this site. This involved analysis of three different FARs to indicate the extent to which the different FARs meet the design objectives, and therefore which is the right FAR to apply.

Amendment C219port proposes mandatory maximum Floor Area Ratios (FARs) based on rigorous built form testing and aligned with *Planning Practice Note 59*. FARs are tailored to the precinct's future character, supporting medium-density development and providing certainty for stakeholders.

Mandatory controls are essential for effectiveness, as shown in local and international practice.

FARs are calibrated to site size: smaller sites can achieve higher FARs due to reliance on external amenity, while larger sites require lower FARs to allow for internal amenity, building separation, communal spaces, and pedestrian connections.

Please refer to the following Standard Responses for further information:

- *Standard Response #5 Accommodating Growth*
- *Standard Response #6 Mandatory envelope controls*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #8 Relationship between FAR and site size*
- *Standard Response #11 Planning controls are too conservative*

27 176-188 Bank Street, South Melbourne (former Melbourne Butter Supply site)

The submission raises concerns about the proposed changes relating to a portion of the Former South Melbourne Butter Factory site which has been identified as a zoning anomaly.

The submitter's concerns and recommendations are:

- A warehouse behind houses on Bank Street has heritage value and should

Interface between portion of Butter Factory site 176 – 188 Bank Street (proposed to be rezoned as part of the amendment) and properties 166 – 174 Bank Street

Whilst reviewing this submission, officers became aware that further advice received from Hodyl and Co in response to the previous submission by this submitter that had not been translated into proposed DDO37.

To address this matter, it is recommended an additional built form requirement is included in DDO37 to address the need for the scale of future development on the Melbourne Butter Supply site to provide an

Change Recommended:

Updated DDO37 to include a new additional built form requirement that supports the need for a development at the former Butter Factory, 176-188 Bank Street to transition to residential properties to the south. (See Attachment 2 for details.)

No further changes recommended.


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be considered to be included in the heritage register or designated a significant heritage place.

- The proposed height limit of 21.2m is inappropriate in a context of existing domestic scale development that is predominately 1 – 2 storeys in height. The height limit for development next to this low scale residential development should be provided a height limit in line with the Neighbourhood Residential Zone.
- The height limit for the Butter Factory should have a height limit no greater than that of the commercial properties on the southern side of Bank Street, namely 18m.
- Any additional development in proximity to dwellings on Bank Street should be limited in scale and setbacks to retain solar access and privacy for the existing dwellings.
- The potential significant developments in the area would have unreasonable impacts on traffic and parking, particularly where there is only laneway access.
- The boundary for the activity centre should stop at the Butter Factory regardless of the inclusion of other warehouses on the title.

appropriate transition to the existing terrace houses south of Claremont Place to ensure they continue to receive solar access and privacy.

28	<u>'City Road Industrial Triangle'</u> The submitter opposes the rezoning of land from Industrial 1 Zone to Commercial 2 Zone on the basis that this land precludes accommodation uses including residential use.	<u>Request to rezone land to Commercial 1 Zone</u> Rezoning the 'City Road Industrial Triangle' to the Commercial 2 Zone will accurately reflect the land uses already established in this area and its role as part of the broader Enterprise Precinct. Therefore, applying the C2Z to this area will provide greater certainty around the desired development outcomes for this area.	No change recommended – submission noted.
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The submitter contends this contrasts with the provisions, ambitions and stated direction on the Victorian Government *Housing Statement*.

The submitter recommends that the land be rezoned to Commercial 1 Zone to support commercial activity while enabling residential development.

The economic analysis that informs the South Melbourne Structure Plan included an assessment of which land use zoning would best support the economic diversity and vitality of land uses within the Enterprise Precinct. This can be found in Chapter 8 of the South Melbourne Employment, Economic and Land Use Study. The assessment of concluded that the land currently in the Industrial 1 Zone should be rezoned to Commercial 2 Zone. It also found the proposed planning controls provide for more capacity than needed to meet residential demand.

The C2Z in South Melbourne is amongst Port Phillip's most economically productive land. The importance of employment-only zones in South Melbourne is heightened by the lack of such zones elsewhere in the municipality (SEEF), and the land use flexibility enabled by most employment precincts in the municipality, where the C1Z and MUZ permit residential uses.

Other enterprise precincts (Collingwood, Cremorne) remain in a C2Z and rely on nearby MUZ and C1Z areas to provide housing opportunities. The South Melbourne Enterprise Precinct is in a similar context in that there are locations within walking distance where significant housing growth is supported.

Alignment with State policy and the Housing Statement

The economic, growth and population assumptions underpinning the amendment and Housing Strategy are appropriate and robust:

- The technical work supports the achievement of Port Phillip's housing target of 55,000 additional dwellings by 2051, as reflected in Clause 16.01-1S (Housing Supply) and other state and local policy.
- The Housing Strategy identifies there is enough residentially zoned land in Port Phillip to accommodate 59,000 additional dwellings if every site is developed to its full potential (*Port Phillip Housing Strategy, 2024*).
- The proposed controls will increase capacity required to meet demand for future residential and commercial floor space in South Melbourne (SMEELUS, 2024) and increase the developable Gross Floor Area in South Melbourne (*South Melbourne Built Form Review, 2024*).



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Please refer to the following standard responses for further information:

- *Standard Response #1 State Strategic Policy: South Melbourne*
- *Standard response #2 Council strategies*
- *Standard response #3 Retention of C2Z/Employment land*
- *Standard response #4 Housing capacity*
- *Standard response #5 Accommodating growth*

29 <u>Melbourne Water</u> Melbourne Water does not object to the correction of the zoning of the following sites affected by the Special Building Overlay, which is applied to areas of identified flood risk: • 102-106 Park Street, South Melbourne • 77 Park Street and 286-294 Kings Way, South Melbourne. However, Melbourne Water does not support the proposed increased building heights in DDO39 (Enterprise Precinct East) affected by 1%AEP flood depth waterway. Melbourne Water requested modifications to the <i>South Melbourne Structure Plan</i> to: • Strengthen references to Melbourne Water's sea level rise mapping as the 'best available data'. • Provide more details around flood related planning controls. • Be clearer that development which intensifies flood risk in locations where flood depths will exceed acceptable limits for safe egress is not supported by Melbourne Water.	Melbourne Water's concerns relating to enabling development in areas affected by flooding are noted. <u>Updates to the South Melbourne Structure Plan</u> The <i>South Melbourne Structure Plan</i> acknowledges climate change, including rising sea levels, increased storm severity and frequency, and more extreme rainfall is expected to significantly impact low-lying areas within South Melbourne. Many of these flood prone areas are covered by the Special Building Overlay (SBO). Officers support updating sea level rise mapping references in the Structure Plan, while further flood mapping is being undertaken by Melbourne Water. <u>Flooding and increased building heights / densities</u> Melbourne Water's position is noted. The increase in maximum building heights along Kings Way proposed by DDO39 from the existing DDO8 building heights are relatively modest. DDO39 also includes requirements around flood resilience – ensuring the interiors of buildings are protected from inundation and there is safe access and egress to land that is not affected by flooding. Flood prone areas are shown on Melbourne Water's map below. This includes the SBO and Melbourne Water's 'best available data'.	Change Recommended: Update the text in the <i>South Melbourne Structure Plan</i> on page 79 to more accurately reflect that sea level rise mapping is Melbourne Water's best available data. (See Attachment 2 for details.) No further changes recommended.
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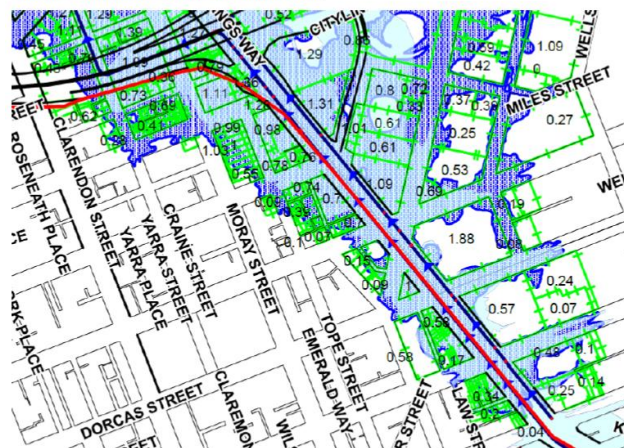
The flood depths across the north-eastern section of the Structure Plan (ranging from 0.3m to 1.6m) exceed the *Guidelines for Development in Flood Affected Areas* (DEWLP 2019) limits for safety egress.

- Consider land use zoning to ensure there is no increase in density that may result in increased risk to life and property risk.
- Potentially reconsider the *South Melbourne Structure Plan* boundary given State Government advice on structure planning process contained in Planning Practice Note 58 (PPN58) to consider environmental and flooding constraints in setting a boundary.

In formulating its position, Melbourne Water applies the *Guidelines for Development in Flood Affected Areas, 2019* (prepared by the (then) Department of Environment, Land, Water and Planning).

The Guidelines provide an assessment framework for assessing applications for development on flood affected land. The Guidelines also observe that this assessment framework can be utilised in strategic planning exercises.

Figure 3: The 1%AEP flood depth waterway



Zoning

Land use zoning has been considered with respect to flood risk.

The amendment does not propose to change zoning, except to correct a small number of zoning anomalies, including two within DDO39.

Melbourne Water does not object to correcting the zoning of:

- 102-106 Park Street, South Melbourne.
- 77 Park Street and 286-294 Kings Way, South Melbourne.

Structure plan boundary

The South Melbourne Structure Plan boundary is consistent with *Planning Practice Note 58: Structure planning for activity centres*. The *South Melbourne Structure Plan* applies to the activity centre and the enterprise precinct. The enterprise precinct is outside of the major activity centre.

The flood prone areas identified by Melbourne Water are located outside of the activity centre boundary.

30

68-72 York Street, South Melbourne

The submitter is broadly supportive of the amendment and specifically, the zoning anomaly changes and changing overshadowing requirement from the winter solstice to the spring equinox.

However, the submitter outlines the following concerns and recommendations:

- The use of mandatory controls is unnecessary and not supported on the basis that the Victorian Planning Provisions are performance based and that Planning Practice Note 59 makes clear mandatory controls require exceptional circumstances. There are no such circumstances for the submitter's site or surrounds that would justify mandatory height controls or FAR controls.
- The proposed preferred building height of 6 storeys and mandatory FAR of 4.5:1 for the submitter's site diminishes the development potential of the site for accommodation and do not align with current Victorian Government ambitions. The location, size, corner position and absence of heritage restrictions should allow for development that exceeds the height and FAR requirements. It is also noted that recent approvals on similar sites in the area are 9 storeys and exceed 4.5:1 FAR.
- The use of FAR controls is unnecessary and unwarranted. The use of FAR is against Victorian Government policies and is not required to provide built form guidance

Rezoning – Correction of zoning anomaly

The submitter's support is noted. Amendment C219port proposes to apply the Commercial 1 Zone to the whole site to reflect the subdivision and ownership pattern, rather than leaving a portion of the site in the Commercial 2 Zone.

Remove all mandatory controls and increase building heights and FAR

- A mandatory FAR of 4.5:1 is proposed for the site.
- A mandatory street wall of 3 storeys/11.6m.
- A mandatory overshadowing control to key streets.

A preferred building height of 6 storeys/21.2m. The building heights proposed by Amendment C219port have been carefully considered following rigorous built form testing as outlined in the *South Melbourne Built Form Review* (Hodyl & Co, 2024).

Mandatory controls have been applied judiciously in line with *Planning Practice Note 59: The role of mandatory provisions in planning schemes*.

Amendment C219port proposes mandatory maximum Floor Area Ratios (FARs) is based on rigorous built form testing. FARs are tailored to the precinct's future character, supporting medium-density development and providing certainty for stakeholders.

Mandatory controls are essential for effectiveness, as shown in local and international practice.

FARs are calibrated to site size: smaller sites can achieve higher FARs due to reliance on external amenity, while larger sites require lower FARs to allow for internal amenity, building separation, communal spaces, and pedestrian connections.

Measuring overshadowing controls with the spring equinox instead of the winter solstice

The submitter's support is noted.

Proposed streetscape upgrades to York Street.

The submitter's support is noted.

No change recommended – submission noted.



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in the context of existing policy, objectives and design provisions.

Please refer to the following standard responses for further information:

- *Standard Response #1 State Strategic Policy: South Melbourne*
- *Standard Response #2 Council strategies*
- *Standard Response #4 Housing capacity*
- *Standard Response #5 Accommodating Growth*
- *Standard Response #6 Mandatory envelope controls*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #8 Relationship between FAR and site size*
- *Standard Response #11 Planning controls are too conservative*

31 113-127 York Street, South Melbourne

The submitter has specific issues and recommendations, primarily regarding the controls for their site. The submitter notes that there has been an increase in both the FAR for the site and the preferred building height since their previous submission to the South Melbourne Structure Plan. The submitted does not provide any objection to the following:

- The preferred street wall height.
- The upper level setbacks.
- The requirement for high quality active frontages.

The submitter has does not believe the proposed built form controls, chiefly maximum building heights and mandatory FAR, are appropriate. It is stated that while there is clear policy recognition that the South Melbourne Market Precinct is required to accommodate significant additional retail, office and housing, the proposed controls do not support sufficient growth and development. Further, they are not aligned with the *Plan for Victoria*.

Update proposed controls to reflect *Plan for Victoria* and recently released housing targets

The economic, growth and population assumptions underpinning the amendment and Housing Strategy are appropriate and robust:

- The technical work supports the achievement of Port Phillip's housing target of 55,000 additional dwellings by 2051, as reflected in Clause 16.01-1S (Housing Supply) and other state and local policy.
- The Housing Strategy identifies there is enough residentially zoned land in Port Phillip to accommodate 59,000 additional dwellings if every site is developed to its full potential (*Port Phillip Housing Strategy 2024*).
- The proposed controls will increase capacity required to meet demand for future residential and commercial floor space in South Melbourne (SMEELUS, 2024) and increase the developable Gross Floor Area in South Melbourne (*South Melbourne Built Form Review 2024*).

Increase FAR and change from mandatory to preferred (discretionary)

The FAR proposed for this site is 4.5:1. This site is used as an example at pages 140-141 of the *South Melbourne Built Form Review* (Hodyl & Co, 2024) to demonstrate part of the analysis to determine in which FAR ratio should apply. This analysis tests three different FAR ratios on this site to gain an understanding of how they perform against the

No change recommended – submission noted.

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The submitter outlines the following concerns regarding the mandatory FAR of 4.5:1 proposed for their site:

- The proposed FAR of 4.5:1 is too low to achieve the aspirations of the adopted SMSP, proposed changes to the PPF or *Plan for Victoria*.
- The proposed FAR will be too restrictive and will not facilitate the development of the site to 8-12 storeys as nominated by the amendment.
- The site can accommodate a development of 12 storeys that meets other proposed built form controls, however it would have a FAR of 6.6:1 – demonstrating the FAR of 4.5:1 is too restrictive.
- The imposition of mandatory FAR controls is inappropriate in a MAC.
- FAR should be discretionary and used alongside other built form controls to allow for more creative and context responsive development. This should be coupled with decision guidelines that allow for design excellence with other built form controls being met.

required design objectives and therefore which is the most appropriate to apply.

Amendment C219port proposes mandatory maximum Floor Area Ratios (FARs) based on rigorous built form testing and aligned with *Planning Practice Note 59*. FARs are tailored to the precinct's future character, supporting medium-density development and providing certainty for stakeholders.

Mandatory controls are essential for effectiveness, as shown in local and international practice.

FARs are calibrated to site size: smaller sites can achieve higher FARs due to reliance on external amenity, while larger sites require lower FARs to allow for internal amenity, building separation, communal spaces, and pedestrian connections.

Please refer to the following standard responses for further information:

- *Standard Response #1 State Strategic Policy: South Melbourne*
- *Standard response #2 Council strategies*
- *Standard response #5 Accommodating growth*
- *Standard Response #6 Mandatory Envelope Controls*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #8 Relationship between FAR and site size*
- *Standard Response #11 Planning controls are too conservative*

32 282 and 284 Sturt Street, South Melbourne

The submission is generally supportive of an update to local policy and statutory framework to enable increased commercial development and improved design outcomes.

However, the submitter has concerns with specific aspects of DDO39 and has recommended changes, these are as follows:

Officers note the submitters general support for the need to refresh the existing local policy and statutory framework to enable increased commercial investment and introduce improved design outcomes.

Remove mandatory controls and proposed FAR

The proposed FAR for this site is 6:1 (mandatory). The FARs proposed by Amendment C219port have been carefully considered following rigorous built form testing as outlined in the *South Melbourne Built Form Review* (Hodyl & Co, 2024).

No change recommended – submission noted.

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- The use of mandatory controls, including FAR, is not supported having regard to the requirements set out in Planning Practice Note 59.
- The use of FARs is unnecessary where other built form provisions, including maximum build heights, have been proposed.
- FAR is better suited to larger sites and precincts and are too restrictive in cases such as the submitters site.
- The reduction in preferred maximum building height for the site is opposed. The potential of the subject site has been demonstrated to be able to accommodate building height significantly greater than 7 storeys.
- Existing provisions in precinct 8-9a for DDO8 provide more nuanced responses to site circumstances about articulation between street wall and upper-level towers. Similar provisions should be included in DDO39.
- Any new built form provisions within the DDO should provide transition provisions for any 'live' applications.

In Enterprise Precinct East specifically, a Floor Area Ratio (FAR) ranging from 3.5:1 up to 6.5:1 will apply throughout the precinct. Higher FARs are generally located on sites with an interface to Kings Way with lower FARs on sites to the west of Moray Street where there is a finer grain of smaller sites and narrower streets.

Amendment C219port proposes mandatory maximum Floor Area Ratios (FARs) based on rigorous built form testing and aligned with *Planning Practice Note 59*. FARs are tailored to the precinct's future character, supporting medium-density development and providing certainty for stakeholders.

Mandatory controls are essential for effectiveness, as shown in local and international practice.

FARs are calibrated to site size: smaller sites can achieve higher FARs due to reliance on external amenity, while larger sites require lower FARs to allow for internal amenity, building separation, communal spaces, and pedestrian connections.

Increase preferred building height

The proposed building height is 29.2 / 7 storeys (preferred).

Preferred maximum building heights of 5 to 12 storeys are proposed in the Enterprise Precinct East. Taller building heights are located along the interface with Kings Way and on larger land parcels.

The building heights proposed by Amendment C219port have been carefully considered following rigorous built form testing as outlined in the *South Melbourne Built Form Review* (Hodyl & Co, 2024).

Include transitional provisions

Transitional provisions are not proposed. Amendment C219port has been exhibited subject to the statutory requirements set out in the *Planning and Environment Act 1987*, where notice of the proposal to residents and landowners was provided.

In addition, consultation was undertaken on the draft South Melbourne Structure Plan, which underpins Amendment C219port in 2024. Residents and landowners were directly notified.



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Further, there is a need to update the planning controls and policy contained in DDO8 with a contemporary planning framework.

Please refer to the following Standard Responses for further information:

- *Standard Response #6 Mandatory envelope controls*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #11 Planning controls are too conservative*
- *Standard Response #5 Accommodating Growth*
- *Standard Response #11 Planning controls are too conservative*

33 <u>286 Kings Way and 77 Park Street, South Melbourne</u> The submitter does not provide any objection to the amendment overall. However, specific concerns and recommendations for their site are, as follows: • The proposed preferred maximum building heights proposed along Kings Way generally allow for heights of 49.2m and 12 storeys on large corner sites. As the submitter's site is similarly located, an increased preferred maximum building height of 49.2m / 12 storeys is appropriate. • The submitter's site is impacted by the SBO over a portion of the site. The requirements of managing the SBO encumbrance also necessitate increased building height. • The use of mandatory FAR controls is not aligned with VPP which are primarily performance based and are contrary to the specific requirements and need for exceptional	<u>Increase preferred building height to 12 storeys</u> The building heights proposed by Amendment C219port have been carefully considered following rigorous built form testing as outlined in the <i>South Melbourne Built Form Review</i> (Hodyl & Co, 2024). The proposed building height is 25.2m / 6 storeys (preferred). The site is currently in the General Residential Zone - GRZ1 and is proposed to be rezoned to the Mixed Use Zone as part of the amendment. Sites to the west and south would remain in the GRZ. A six storey height is appropriate given the context of the site and its surrounds. For sites within the Special Building Overlay (SBO), the preferred maximum building height can be increased to allow for the minimum flood protection level nominated by the floodplain management authority. NOTE – Melbourne Water has made a submission to the amendment. See Submission #29. <u>Remove mandatory FAR or increase to 7.0:1 and change to preferred (discretionary)</u> The proposed FAR for this site is 4.0:1 (mandatory). Amendment C219port proposes mandatory maximum Floor Area Ratios (FARs) based on rigorous built form testing and aligned with <i>Planning Practice Note 59</i>. FARs are tailored to the precinct's future character, supporting medium-density development and providing certainty for stakeholders.	No change recommended – submission noted.
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- circumstances set out in Planning Practice Notes 50 and 59.
- The use of mandatory FARs is unnecessary where other built form provisions, including maximum build heights, have been proposed. On this basis mandatory FAR should be removed.
- The *South Melbourne Built Form Review*, the background for the SMSP, identified the submitter's site as having medium potential for growth. Other similarly identified sites have been provided with a FAR of 7:1, as opposed to the 4:1 proposed for the submitter's site. If the FAR is not removed, it should be increased for the subject site to 7:1.

Mandatory controls are essential for effectiveness, as shown in local and international practice.

FARs are calibrated to site size: smaller sites can achieve higher FARs due to reliance on external amenity, while larger sites require lower FARs to allow for internal amenity, building separation, communal spaces, and pedestrian connections.

Please refer to the following standard responses for further information:

- *Standard Response #4 Housing capacity*
- *Standard Response #5 Accommodating Growth*
- *Standard Response #6 Mandatory Envelope Controls*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #8 Relationship between FAR and site size*
- *Standard Response #11 Planning controls are too conservative*

34 214-226 Park Street, South Melbourne

The submitter is generally supportive of the changes to the Planning Policy Framework proposed by the amendment.

However, the submitter believes the approach must be more ambitious to facilitate rather than restrain development in a higher order activity centre in proximity to the Central Business District.

The submission outlines the following concerns and recommendations for the amendment and their site:

- The use of mandatory controls is not supported. It is contrary to the VPP and the requirements of Planning Practice Note 59 and the need for exceptional circumstances.
- The proposed preferred building height of 8 storeys and FAR of 4.5:1

Remove the mandatory controls for this site

In DDO37, mandatory controls are proposed to apply to:

- Some building heights, street walls and upper level setbacks (noting preferred building heights, street wall and upper level setbacks apply to this site)
- FARs
- Overshadowing of key streets.

The built form controls proposed by Amendment C219port have been carefully considered following rigorous built form testing as outlined in the *South Melbourne Built Form Review* (Hodyl & Co, 2024). They have been applied consistent with *Planning Practice Note 59: The role of mandatory provisions in planning schemes*.

Increase FAR and building height

A maximum building height of 27.8m / 8 storeys (preferred) is proposed. This is an increase from the height in DDO8 at 23.5m (preferred).

A proposed FAR of 4.5:1 (mandatory) would apply.

No change recommended – submission noted.

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do not reflect the development opportunity of the submitter's site based on current PPF and recent approvals. The proposal is more restrictive than current controls for the subject site.

- The use of FAR controls is unnecessary and unwarranted. The use of FAR is against Victorian Government policies and is not required to provide built form guidance in the context of existing policy, objectives and design provisions.
- Any new provisions introduced under the amendment should include transitional provisions.

The submitter does not outline what increased height or FAR is sought.

Following further built form testing undertaken by Hodyl & Co in response to the previous submission to this site as part of the development of the structure plan, the FAR and building height applicable to this site were revised.

Amendment C219port proposes mandatory maximum Floor Area Ratios (FARs) based on rigorous built form testing and aligned with *Planning Practice Note 59*. FARs are tailored to the precinct's future character, supporting medium-density development and providing certainty for stakeholders.

Mandatory controls are essential for effectiveness, as shown in local and international practice.

FARs are calibrated to site size: smaller sites can achieve higher FARs due to reliance on external amenity, while larger sites require lower FARs to allow for internal amenity, building separation, communal spaces, and pedestrian connections.

Please refer to the following Standard Responses for further information:

- *Standard Response #5 Accommodating Growth*
- *Standard Response #6 Mandatory envelope controls*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #11 Planning controls are too conservative*

35 345-353 Clarendon Street, South Melbourne

The submitter does not comment on the amendment overall. They identify the following specific concerns and recommended changes:

- The proposed built form controls are at odds with the existing approval for the submitter's site. Via the permit, Council has determined a development that exceeds the proposed building height and street wall height with a reduced upper-level setback is appropriate. The submitter

Align proposed controls with approved building envelope in planning permit

The permit for the site was approved based on the existing provisions in the scheme. The structure plan and amendment reviewed those provisions to identify issues in the current controls to inform the development of the proposed built form controls.

Existing approvals and developments were one of the elements that were considered, however ultimately the proposed built form controls were determined in the basis of urban design advice and wider considerations.

Remove mandatory controls

No change recommended – submission noted.

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suggests that the approved design can be accommodated on the site. The proposed controls should reflect the building recently approved for the site.

- The use of mandatory controls is not supported. It is contrary to the VPPs and the requirements of Planning Practice Note 59 and the need for exceptional circumstances.
- The proposed mandatory building height limit of 14.8m would not allow the construction of a 4 storey building with typical 4m floor to floor commercial floors. The height limit should be set at a discretionary 18m.
- The mandatory upper level setback of 6m to retain the visual prominence of heritage buildings does not allow for site responsive design and other tools such as sightline tests should be used.
- The structure plan is overly prescriptive in relation to design materiality and colour on heritage sites. It is suggested that heritage and design policy lies elsewhere in the Planning Scheme and is not required in the structure plan.

In DDO37, mandatory controls are proposed to apply to:

- Some building heights, street walls and upper level setbacks
- FARs (where they apply – noting they do not apply to this site)
- Overshadowing of key streets.

The planning controls proposed by Amendment C219port have been carefully considered and have been applied consistent with *Planning Practice Note 59: The role of mandatory provisions in planning schemes*.

Mandatory controls have been applied judiciously in locations with significant heritage value. The presence of significant heritage places across South Melbourne constitutes an exceptional circumstance which justifies the use of mandatory controls.

Increase building height

The proposed building height is 14.8m / 4 storeys (mandatory). In the Clarendon Street Precinct, mandatory maximum building heights of 3 to 5 storeys are proposed for properties covered by an envelope control in response to the extent of heritage buildings and finer grain lot sizes within this area. Lower building heights apply where the majority of properties are within a heritage overlay, on smaller lots or have an interface with low rise residential areas to the south of Park Street.

The building heights are based on floor to floor heights of 4m for non-residential floors and 3.2m for residential floors. They also include a 1.2m allowance for a parapet.

The building heights proposed by Amendment C219port have been carefully considered following rigorous built form testing as outlined in the *South Melbourne Built Form Review* (Hodyl & Co, 2024).

Reduce mandatory upper level setback

In the Clarendon Street Precinct, for areas covered by an envelope control, a mandatory maximum setback of 6 metres is proposed to apply to all upper levels on 30 metre wide streets. This is to ensure upper level development does not overwhelm heritage buildings or the fine grain heritage streetscape that are a defining feature of Clarendon Street.



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For all other streets and laneways, a preferred (discretionary) setback of 3 metres will apply.

Remove overly prescriptive content on design materiality and colour on heritage sites from the Structure Plan

The Structure Plan does not detail content on the design materiality and colour on heritage sites, guidance is detailed in both the *South Melbourne Built Form Review* (Hodyl & Co, 2024) and the *South Melbourne Heritage Built Form Review* (GJM Heritage, 2023).

Please refer to the following Standard Responses for further information:

- *Standard Response #5 Accommodating Growth*
- *Standard Response #6 Mandatory envelope controls*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #11 Planning controls are too conservative*

36 <u>Nine properties within the City Road Industrial Triangle under single ownership</u> The submitter object to the overall amendment, but identifies specific issues and recommended changes, mostly relating to the proposed zoning of the subject site. The submitter contends that the site has a unique strategic context, separated from the MAC and South Melbourne Market and directly opposite Fishermans Bend and the Capital City Zone and near a Neighbourhood Residential Zone and heritage precinct. The site would perform better as a transition area with mix of commercial and residential uses. The <i>South Melbourne Economic, Employment and Land Use Study</i> makes clear that there is sufficient employment land in South Melbourne. The floorspace capacity increase would be from 22,000 to 27,000 square metres and is not significant enough to be	<u>Request for rezoning to Commercial 1 Zone rather than Commercial 2 Zone as proposed</u> Rezoning the 'City Road Industrial Triangle' to the Commercial 2 Zone more accurately reflect the land uses already established in this area and its role as part of the broader Enterprise Precinct. Applying the C2Z to this area will provide greater certainty around the desired development outcomes for this area. The economic analysis that informs the South Melbourne Structure Plan included an assessment of which land use zoning would best support the economic diversity and vitality of land uses within the Enterprise Precinct. This can be found in Chapter 8 of the South Melbourne Employment, Economic and Land Use Study. The assessment of concluded that the land currently in the Industrial 1 Zone should be rezoned to Commercial 2 Zone. It also found that the proposed planning controls exceed the capacity required to cater for residential demand. The C2Z in South Melbourne is amongst Port Phillip's most economically productive land. The importance of employment-only zones in South Melbourne is heightened by the lack of such zones elsewhere in the municipality (SEEF), and the land use flexibility	No change recommended – submission noted.
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critical to future supply of developable office space.

The subject site is included in the Enterprise Precinct but is separate from the rest of the precinct. This introduces fragmentation the primary enterprise areas.

The land is not identified as regionally significant industrial land in the MICLUP. On that basis, the use of the site for mixed uses will not prejudice the existing enterprise areas or the Victorian Government's commercial and industrial strategy.

The submitter believes based on the location and context the application of a Commercial 1 Zone, rather than Commercial 2 Zone would be more appropriate. This would allow for transitional areas of housing that reinforces 20-minute neighbourhood principles.

Additional housing is also strongly supported by local and state policy including Housing Statement and Plan for Victoria.

In addition, the submitter also suggests the proposed mandatory FAR is too low and should be increased to allow the strategic opportunity of the amalgamated site to be realised.

enabled by most employment precincts in the municipality, where the C1Z and MUZ permit residential uses. Other enterprise precincts (Collingwood, Cremorne) remain in a C2Z and rely on nearby MUZ and C1Z areas to provide housing opportunities. The South Melbourne Enterprise Precinct is in a similar context in that there are locations within walking distance where significant housing growth is supported.

Increase FAR to allow the strategic opportunity of the amalgamated site to be realised

The proposed FARs for the sites in question are 5.0:1 and 5.5:1 (mandatory). No specific FAR is suggested by the submitter.

Amendment C219port proposes mandatory maximum Floor Area Ratios (FARs) based on rigorous built form testing and aligned with Planning Practice Note 59. FARs are tailored to the precinct's future character, supporting medium-density development and providing certainty for stakeholders.

Mandatory controls are essential for effectiveness, as shown in local and international practice.

FARs are calibrated to site size: smaller sites can achieve higher FARs due to reliance on external amenity, while larger sites require lower FARs to allow for internal amenity, building separation, communal spaces, and pedestrian connections.

Please refer to the following Standard Responses for further information:

- *Standard Response #1 State Strategic Policy: South Melbourne*
- *Standard Response #3 Retention of C2Z/Employment land*
- *Standard Response #4 Housing capacity*
- *Standard Response #5 Accommodating Growth*
- *Standard Response #6 Mandatory envelope controls*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #8 Relationship between FAR and site size*
- *Standard Response #11 Planning controls are too conservative*


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171-175 Dorcas Street and 86-88 Tope Street, South Melbourne

The submitter supports the overall amendment but seeks changes to the FAR that applies to their site:

- The proposed FAR of 5:1 is too low given the potential and location of the subject site and should be increased to 6:1.
- The site is a strategic corner site and has a lower FAR than many nearby and adjoining properties. The site is also well connected to transport and services.

Increase FAR to 6:1

The proposed FAR is 5.0:1 (mandatory). The FARs proposed by Amendment C219port have been carefully considered following rigorous built form testing as outlined in the *South Melbourne Built Form Review* (Hodyl & Co, 2024).

In Enterprise Precinct East, higher FARs are generally located on sites with an interface to Kings Way with lower FARs on sites to the west of Moray Street or south of Coventry Street where there is a finer grain of smaller sites and narrower streets.

Amendment C219port proposes mandatory maximum Floor Area Ratios (FARs) based on rigorous built form testing and aligned with *Planning Practice Note 59*. FARs are tailored to the precinct's future character, supporting medium-density development and providing certainty for stakeholders.

Mandatory controls are essential for effectiveness, as shown in local and international practice.

FARs are calibrated to site size: smaller sites can achieve higher FARs due to reliance on external amenity, while larger sites require lower FARs to allow for internal amenity, building separation, communal spaces, and pedestrian connections.

Please refer to the following Standard Responses for further information:

- *Standard Response #5 Accommodating Growth*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #8 Relationship between FAR and site size*
- *Standard Response #11 Planning controls are too conservative*

No change recommended – submission noted.

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163-171 Clarendon Street, South Melbourne

The submission outlines the following concerns and recommendations relating to the amendment as a whole and issues specific to the submitter's property:

Remove mandatory controls for this site

The only mandatory control proposed to apply is the FAR.

Amendment C219port proposes mandatory maximum Floor Area Ratios (FARs) based on rigorous built form testing and aligned with *Planning Practice Note 59*. FARs are tailored to the precinct's future

No change recommended – submission noted.


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- The proposed preferred building height of 6 storeys and FAR of 4.5:1 do not reflect the development opportunity of the submitters subject site and represents a decrease in building height from current controls. The proposal should align with similar sites not subject to heritage constraints - 8 storeys and 5.5:1 FAR.
- The use of FAR controls is unnecessary and unwarranted. The use of FAR is against Victorian Government policies and is not required to provide built form guidance in the context of existing policy, objectives and design provisions.
- The use of mandatory controls is not supported. It is contrary to the VPPs and the requirements of Planning Practice Note 59 and the need for exceptional circumstances.
- Any new provisions introduced under the amendment should include transitional provisions.

character, supporting medium-density development and providing certainty for stakeholders.

Mandatory controls are essential for effectiveness, as shown in local and international practice.

FARs are calibrated to site size: smaller sites can achieve higher FARs due to reliance on external amenity, while larger sites require lower FARs to allow for internal amenity, building separation, communal spaces, and pedestrian connections.

Increase FAR to 5.5:1 and building height to 8 storeys

The proposed FAR for this site is 4.5:1.

The proposed building height is 21.2m / 6 storeys (preferred).

Following further built form testing undertaken by Hodyl & Co in response to the previous submission to this site as part of the development of the structure plan, the FAR and building height applicable to this site were revised from 4:1 to 4.5:1. Given this additional level of analysis, officers consider the FAR and building heights applied are appropriate and do not recommend any changes.

Include transitional provisions

Transitional provisions are not proposed. Amendment C219port has been exhibited subject to the statutory requirements set out in the *Planning and Environment Act 1987*, where notice of the proposal to residents and landowners was provided. In addition, consultation was undertaken on the draft *South Melbourne Structure Plan* in 2024, which underpins Amendment C219port. Again, residents and landowners were directly notified. Further, there is a need to update the planning controls and policy contained in DDO8 with a contemporary planning framework. In light of this, transitional provisions are not required.

Please refer to the following Standard Responses for further information:

- *Standard Response #5 Accommodating Growth*
- *Standard Response #6 Mandatory envelope controls*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #11 Planning controls are too conservative*

39 93 Park Street South Melbourne – City Edge Complex

The submitter opposes the amendment and proposed HO561.

The submission recognises the building is iconic but is in a state of disrepair, with significant and costly works required. The submitter would like Council to acknowledge the state of the building.

The submitter identifies a range of questions and concerns relating to City Edge:

- Why is the entire City Edge not included in the heritage overlay?
- Has the current condition been assessed by Trethowan Architects?
- What does the tree control entail?
- Has Council received an arborist report on the current condition of trees?
- Is there a succession plan for the trees?
- Has Trethowan Architects consulted the original architect?
- Did Council and Trethowan conduct a structural report before considering a heritage overlay?

Clarify the extent of the entire City Edge complex to be included in the Heritage Overlay

The intention is to include the entire City Edge complex in the Heritage Overlay, as shown on the below map, and confirmed by the use of four addresses on the notification material, which relate to stages 1-4 of the development.



To clarify this intent, following exhibition an additional letter was sent to City Edge residents and landowners, with additional time provided to make a submission.

Current condition of the buildings

Buildings are assessed for their local heritage significance using recognised heritage criteria detailed in *Planning Practice Note 1: Applying the Heritage Overlay* (PPN1).

The condition of a building is generally not a consideration in the assessment (except where a place is visibly structurally unsound and

No change recommended – submission noted.


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cannot be rectified). Heritage citations and statements of significance do not refer to building condition.

Tree controls

The garden setting of the development was identified as part of the heritage significance.

Tree controls are intended to protect trees that contribute to the significance of a heritage place (e.g. original plantings as a design element), as identified in the heritage assessment.

Under Clause 43.01-1 (Heritage Overlay) of the Port Phillip Planning Scheme, a planning permit is required to '*Remove, destroy or lop a tree if the schedule to this overlay specifies the heritage place as one where tree controls apply.*' However, if a tree presents an "*immediate risk of personal injury or damage to property*", this requirement does not apply.

Officers note other tree controls already apply to trees on the site under:

- Council's Community Amenity Local Law – a permit is required to remove a significant tree. A significant tree is defined as a tree with a trunk circumference of 150cm or greater (measured 1m from the ground).
- Clause 52.37 Canopy trees - a permit is required to remove, destroy or lop a boundary canopy tree in a residential zone (City Edge is in the General Residential Zone). A boundary canopy tree is a tree within 6m of a street frontage or 4.5m of a rear boundary. A canopy tree is defined as a tree that is at least 5m tall, has a trunk circumference of 0.5m and has a canopy diameter of 4m.

The planning scheme contains some exemptions for dead trees, lopping and maintenance or emergency works.

Condition of the trees

Planning Practice Note 1: Applying the Heritage Overlay does not require an arborist report as part of the assessment of significant trees for inclusion in the heritage overlay.

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Methodology

The full methodology undertaken by Trethowan is detailed in Chapter 2 of the *South Melbourne Heritage Gaps Analysis* (Trethowan, 2024).

As part of step 2, Trethowan undertook research on Place and Precinct histories, where researchers drew upon primary and secondary sources to answer fundamental questions about the places proposed to be added to the heritage overlay. This did not include consulting directly with the original architect, however the research revealed sufficient justification for the heritage significance of the site.

40	<u>412 Coventry Street, South Melbourne</u>	<u>Parking and traffic</u>	No change recommended – submission noted.
	The submitter opposes the amendment. They do not support DDO38 and DDO40. The following reasons were provided for their position: • Increased traffic because of increased development. • Decrease in parking provision and development approvals frequently removing car parking spaces. Residents being unable to obtain parking permits and being subject to parking fines. • Attractive area for visitors at the expense of current residents. • Proposed closure of north bound lane of Cecil Street. • Bike lanes along Cecil Street are empty daily and public transport is unreliable and unsafe. • The South Melbourne Market is not accessible to locals. It has decreased on quality and increased in price. • The height of buildings within Montague Precinct and use of large amounts of reflective materials.	Parking and traffic will need to be carefully managed in South Melbourne to ensure it can support the needs of existing residents and an evolving Activity Centre and Enterprise Precinct. Actions 3.25-3.31 of the <i>South Melbourne Structure Plan</i> relate to parking management. Amendment C219port does not propose changes to Clause 52.06 (Car Parking) of the Port Phillip Planning Scheme, as these are state provisions that apply throughout the state. However, continuing to implement the <i>City of Port Phillip Parking Management Policy 2020</i> will ensure parking spaces are carefully managed and respond to community. Implementing technologies such as dynamic wayfinding signage and parking overstay detection devices can ensure parking spaces are available for those who need them. Similarly, investigating the implementation of parking maximums for new developments can encourage more sustainable transport trips and improve the efficiency of off-street car parking. To this end, in March 2024 the Department of Transport and Planning released a discussion paper outlining reforms to planning for parking requirements and bicycle facilities, however it is unclear how these reforms will be implemented. <u>Public transport</u> With the completion of Anzac Station in 2025, this Metro station will improve access to South Melbourne from Melbourne's north-western and south-eastern suburbs. The Park Street tram extension project to complete 300m of 'missing tracks' will redirect trams from St Kilda Road along Park Street and	


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- The proposal for DDO40 will increase wind tunnels, overshadowing and overlooking of residential properties within a significant Heritage Overlay.

Clarendon Street into the CBD. This will significantly increase trams and commuters traveling through South Melbourne, potentially encouraging greater visitation into South Melbourne.

The *South Melbourne Structure Plan* reflects Council's *Integrated Transport Strategy 2018-2028*, and *Domain Precinct Public Realm Masterplan 2019* which shows the delivery of the Park Street tram extension providing direct access to the new Anzac Station and more broadly improving access to South Melbourne from Greater Melbourne.

Reduce building heights

The proposed planning controls seek to ensure South Melbourne retains its valued and distinct character, which contribute to it being a highly attractive business location, while also accommodating expected growth.

Extensive strategic work has been undertaken to identify appropriate heights that achieve this objective. The recommended application of mandatory building envelope controls and FARs will provide greater certainty to all stakeholders in the planning process.

The amendment does not propose changes to the residential precincts in the Neighbourhood Residential Zone (NRZ) within South Melbourne. These areas are already covered by existing planning controls that will continue managing development.

The recommended controls also provide guidance so that new development in locations with a direct interface with low scale residential properties, responds in a sensitive manner.

Other issues raised

The other issues relating to the South Melbourne Market are noted, however are beyond the scope of the proposed amendment.

The built form controls proposed by Amendment C219port have been carefully considered following rigorous built form testing as outlined in the *South Melbourne Built Form Review* (Hodyl & Co, 2024).

The amendment aims to limit the impact on existing residential properties from factors such as overlooking, overshadowing or wind tunnel effects. DDO40 includes requirements to reduce and consider wind impacts at Section 2.5, with further detail provided at Table 4 to

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this Clause regarding wind effects to the public realm. The decision guidelines (Section 6.0) determine if new development supports local wind conditions that maintain a safe and pleasant pedestrian environment on footpaths and other public spaces for walking, sitting or standing.

41	<u>159 Bank Street, South Melbourne</u>	<u>Protecting heritage and facilitating growth</u>	No change recommended – submission noted.
	The submitter opposes the amendment as a whole as well as the proposal for their specific property. Their comments and recommended changes are as follows: • The premise of protecting heritage and low-rise areas while also allowing 6-8 storey development is nonsensical and at odds. • The Council should oppose the Victorian Government push to increase density in already high-density areas and should encourage increase in density in middle and outer suburbs with low density. Increased density will ruin character and add to existing traffic issues and gridlock. • Supports the proposed lowering of height limits across from the submitter property. However, the 8-storey preferred height at 214-234 Park Street is unreasonable and could allow large towers above 8 storeys. This should be set at 6 storey mandatory height limit. • 6-8 storey development should only be permitted in the north precinct only. Clarendon Street precinct should be divided around Coventry and tall buildings limited.	The amendment seeks to ensure sensitive redevelopment of heritage buildings and their surroundings by retaining their three-dimensional form and ensuring key architectural elements remain clearly legible. It introduces a density control or Floor Area Ratio (FAR) to achieve higher quality buildings and create greater certainty in planning outcomes, including heritage outcomes. These recommendations are supported by GJM Heritage and detailed in the <i>South Melbourne MAC & Employment Precincts Heritage Analysis & Recommendations</i> (October 2023), specifically Sections 14.1 and 14.3. <u>Reduce building heights</u> The proposed planning controls seek to ensure South Melbourne retains its valued and distinct character, which contribute to it being a highly attractive business location, while also accommodating expected growth. Extensive strategic work has been undertaken to identify appropriate heights that achieve this objective. The recommended application of mandatory building envelope controls and FARs will provide greater certainty to all stakeholders in the planning process. The amendment does not propose changes to the residential precincts in the Neighbourhood Residential Zone (NRZ) within South Melbourne. These areas are already covered by existing planning controls that will continue managing development. The recommended controls also provide guidance so that new development in locations with a direct interface with low scale residential properties, responds in a sensitive manner. <u>State Strategic Policy</u>	


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- The maximum building height for the submitter's property has been reduced from 6 storey to 4 storeys, diminishing their rights while large sites and developers are having their rights and profits increased.
- The consultation process is flawed. There is no way to understand the proposal and its impact without significant knowledge of law and planning guidelines.

The *Plan for Victoria* and application of housing targets requires Council to identify opportunities to accommodate projected housing growth. Council's approach to housing growth focuses on:

- ensuring enough land for projected population growth.
- directing new housing near jobs, transport, open space, and services.
- ensuring new housing respects neighbourhood character and heritage values.
- providing a range of housing options for people at different life stages and with varied needs.

South Melbourne is identified as an Activity Centre under *Plan for Victoria*, which supports investment and job creation outside the central city. Councils must implement this policy through local planning, including structure plans. Activity centres are intended to be hubs for housing, jobs, transport, and community life, accommodating population growth over 15 years.

While state policy sets principles, each centre requires a tailored approach developed with community input. Within this framework, activity centres must both manage growth and create great places. The *South Melbourne Structure Plan* responds to this by addressing varied urban contexts and correcting poor built form outcomes through recommended controls.

The planning scheme amendment process

Standard Response #17 Planning Scheme Amendment process

Please refer to the following for further information:

- *Standard Response #1 State Strategic Policy: South Melbourne*
- *Standard Response #2 Council strategies*
- *Standard Response #4 Housing capacity*
- *Standard Response #5 Accommodating growth*
- *Standard Response #9 Impact of proposed Heritage Overlays on development potential*
- *Standard Response #10 Building heights should be lower*

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102-106 Park Street, South Melbourne

The submitter supports elements of the amendment, however, seeks some changes.

The submitter supports the rezoning of their property and surrounds to the Mixed Use Zone.

They are seeking the following changes:

- The proposed mandatory FAR of 4:1 for the subject site is too low, particularly with the potential for 6 storey development. The FAR should be increased to 5:1. Failing the increase, the FAR should be made discretionary.
- Request to remove the Design Requirement listed at Section 2.5 of DDO39 relating to the interface with residential properties in NRZ or GRZ, as it is vague and at odds with the direction and intent of recent planning scheme amendments.
- The proposed preferred building height of 21.2m and 5 storeys is the lowest preferred building height within the DDO. This should be increased to a minimum of 25.3m and 6 storeys preferred building height or greater, as has been proposed for other properties on the south side of Park Street.
- The submission supports the proposed street wall height, but recommends the removal of the following provisions;
 - Respond to street widths, interfaces around the site and

Increase or change FAR from mandatory to preferred (discretionary)

Amendment C219port proposes mandatory maximum Floor Area Ratios (FARs) based on rigorous built form testing and aligned with *Planning Practice Note 59*. FARs are tailored to the precinct's future character, supporting medium-density development and providing certainty for stakeholders.

Mandatory controls are essential for effectiveness, as shown in local and international practice.

FARs are calibrated to site size: smaller sites can achieve higher FARs due to reliance on external amenity, while larger sites require lower FARs to allow for internal amenity, building separation, communal spaces, and pedestrian connections.

Increase building height to 25.3m / 6 storeys

The proposed preferred building height of 21.2m and 5 storeys is proposed for the site. The submitter supports an increased height of 25.3m and 6 storeys or greater. The preferred height control provides some flexibility subject to meeting the DDO's objectives and built form outcomes.

Remove requirement relating to interface with residential properties in NRZ or GRZ

An important part of balancing competing priorities is ensuring the interface between the DDO and surrounding areas is effectively managed. The protection of residential properties within the NRZ and GRZ through built form provisions is a key part of managing potential conflicts between development and existing residents.

Amend built form outcomes for street wall heights

The built form outcomes provide criteria to assist in the assessment of the requirements. Street widths, protecting sunlight to footpaths is needed to ensure amenity for residents and visitors to South Melbourne and avoiding visual bulk are all valid considerations in determining an appropriate street wall height.

Please refer to the following standard responses for further information:

- *Standard Response #5 Accommodating Growth*

No change recommended – submission noted.



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enable the protection of sunlight to footpaths.

- Avoid visual bulk.

The submitter considers the proposed street wall heights necessarily impact on sunlight to footpaths and visual bulk is a subjective consideration.

- *Standard Response #6 Mandatory envelope controls*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #11 Planning controls are too conservative*

43	<u>City Road Industrial Triangle – 423 & 419 City Road, South Melbourne</u>	<u>Rezone to Mixed-Use Zone or Commercial 1 Zone rather than Commercial 2 Zone as proposed</u>	No change recommended – submission noted.
	The submitter supports the rezoning amendment, but has specific issues and recommended changes, mostly relating to the proposed zoning of the subject site. The submitter notes Council determined to rezone the industrial triangle to Mixed-Use Zone at a meeting in 2012, however this did not occur. The submitter hoped the structure plan process would recommend the Mixed-Use Zone as previously proposed. The submitter was disappointed the amendment proposes the Commercial 2 Zone, which precludes accommodation uses. The physical position of the site and relationship to existing planning zones, as well as being a gateway to South Melbourne commercial precinct makes a Mixed-Use or Commercial 1 Zoning logical. The nearby Commercial 2 Zone land has seen very slow redevelopment in recent years. The following reasons were provided supporting a Mixed-Use Zone or Commercial 1 Zone: • Allowing residential uses would encourage creative industries which require smaller commercial office spaces or studios and have	An economic analysis was undertaken to inform the Structure Plan. The <i>South Melbourne Employment, Economic and Land Use Study</i> assessed which land use zoning would best support the economic diversity and vitality of land uses within the Enterprise Precinct (refer Chapter 8). The assessment concluded the 'City Road Industrial Triangle' should be rezoned from the Industrial 1 Zone to Commercial 2 Zone. The purpose of the CZ2 is to support 'offices, appropriate manufacturing and industries, bulky goods retailing, other retail uses, and associated business and commercial services. It does not permit new residential uses. Rezoning the 'City Road Industrial Triangle' to CZ2 would: • better reflect the land uses already established in this area • reinforce its role as part of the broader Enterprise Precinct • provide greater certainty around the desired development outcomes for this area. Residential uses were not supported in this location: • The State Government's Melbourne Industrial and Commercial Land Use Plan, 2020 and planning policy in the Planning Scheme specifically identifies the need to support and retain the creative industries in South Melbourne. • The State's Housing Statement and the Plan for Victoria has identified the need for additional housing, however rezoning the 'triangle' is not considered necessary to address housing needs. The Housing Statement does not override the	

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practitioners that desire home and hybrid working models.

- The proposed zoning would result in 'dead' street zones with minimal daytime activity and no nighttime activity.
- The demand for additional office space is very low and the proposed zoning will be a disincentive for development.
- There is a glut of commercial office space and the proposal does not reflect the changed models of working that arose as a result of the covid pandemic.
- Permitting residential development is more consistent with the original Montague Structure Plan and is required in the context of the current housing crisis.
- The City Road Industrial triangle is in a unique position to act as a transitional precinct between Fishermans Bend, South Melbourne Market, and the established residential neighbourhoods surrounding the area.

The submitter also requests a higher FAR of 6.5:1 to encourage meaningful and viable re-development.

importance of commercial and industrial land or suggest that all land should accommodate housing.

- *Plan for Victoria* sets housing targets for each municipality (reflected in clause 16.01-1S (Housing supply) of all Victorian planning schemes. Port Phillip's target is 55,000 additional dwellings by 2051. The Port Phillip's Housing Strategy identifies there is enough residentially zoned land in Port Phillip to accommodate 59,000 additional dwellings if every site is developed to its full potential (*Port Phillip Housing Strategy, 2024*).

Increase the proposed FAR to 6.5:1

FARs of 5.5:1 (mandatory) has been applied to these Industrial Triangle sites in DDO40.

Amendment C219port proposes mandatory maximum Floor Area Ratios (FARs) based on rigorous built form testing and aligned with Planning Practice Note 59. FARs are tailored to the precinct's future character, supporting medium-density development and providing certainty for stakeholders.

Mandatory controls are essential for effectiveness, as shown in local and international practice.

FARs are calibrated to site size: smaller sites can achieve higher FARs due to reliance on external amenity, while larger sites require lower FARs to allow for internal amenity, building separation, communal spaces, and pedestrian connections.

Please refer to the following standard responses for further information:

- *Standard response #1 State Strategic Policy: South Melbourne*
- *Standard response #3 Retention of C2Z/Employment land*
- *Standard response #4 Housing capacity*
- *Standard Response #5 Accommodating Growth*
- *Standard Response #6 Mandatory envelope controls*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #8 Relationship between FAR and site size*

	
44 <u>80-94 Cecil Street, 146-164 York Street (land bound by Cecil, Market, Northumberland and York Streets)</u> The submission supports correcting the zoning anomaly applying to parts of the block bound by Cecil, Market, Northumberland and York Streets to ensure the entire site is within the Commercial 1 Zone. The submitter notes the State Government's housing targets which are in the Port Phillip Planning Scheme. The submitter considers updating planning controls in South Melbourne as long overdue. However, they consider aspects of the amendment: - do not go far enough with respect to capacity of South Melbourne to accommodate change - will not adequately give effect to the outcomes sought from <i>Plan for Victoria</i> and now updated policies in the Port Phillip Planning Scheme. The submitter opposes the mandatory FAR of 4.5:1 given VCAT approved a development at the subject site which exceeds the FAR. They consider the successful application of FAR controls rely on an understanding of what makes development commercially viable and so are best applied as discretionary. The submitter seeks clarification on the street wall setbacks and the built form requirements specified on Plan 3. They suggest that the built form requirements "where two different street wall heights are nominated,	• <i>Standard Response #11 Planning controls are too conservative</i> <u>Correction of zoning anomaly</u> Officers note the submitters support for the rezoning of this site to correct the zoning anomaly that applied. <u>Accommodating growth and providing capacity</u> The economic, growth and population assumptions underpinning the amendment and Housing Strategy are appropriate and robust: - The technical work supports the achievement of Port Phillip's housing target of 55,000 additional dwellings by 2051, as reflected in Clause 16.01-1S (Housing Supply) and other state and local policy. - The Housing Strategy identifies there is enough residentially zoned land in Port Phillip to accommodate 59,000 additional dwellings if every site is developed to its full potential (<i>Port Phillip Housing Strategy 2024</i>). - The proposed controls will increase capacity required to meet demand for future residential and commercial floor space in South Melbourne (SMEELUS, 2024) and increase the developable Gross Floor Area in South Melbourne (<i>South Melbourne Built Form Review 2024</i>). <u>Change FAR from mandatory to preferred (discretionary)</u> A FAR of 4.5:1 is proposed to this site. Amendment C219port proposes mandatory maximum Floor Area Ratios (FARs) based on rigorous built form testing and aligned with Planning Practice Note 59. FARs are tailored to the precinct's future character, supporting medium-density development and providing certainty for stakeholders. Mandatory controls are essential for effectiveness, as shown in local and international practice. FARs are calibrated to site size: smaller sites can achieve higher FARs due to reliance on external amenity, while larger sites require lower No change recommended – submission noted.

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development should ‘turn the corner’” could conflict with the mandatory retention of the building’s street wall elements along Cecil and Market Streets.

FARs to allow for internal amenity, building separation, communal spaces, and pedestrian connections.

Street wall

The requirement to ‘turn the corner’ is preferred (discretionary) and may not apply in every circumstance. No change is required.

Please refer to the following Standard Responses for further information:

- *Standard Response #1 State Strategic Policy: South Melbourne*
- *Standard Response #2 Council strategies*
- *Standard Response #5 Accommodating Growth*
- *Standard Response #6 Mandatory envelope controls*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #8 Relationship between FAR and site size*
- *Standard Response #11 Planning controls are too conservative*

45 117-119 Cecil Street, 121-127 Cecil Street, 129-133 York Street, 143 York Street (Market Tavern), South Melbourne.

The submitters primary concerns relate to DDO38.

The submitters believe the amendment is deficient and contradictory to state planning policies. The strategic importance of the activity centre should support the greater capacity in DDO38 controls.

The proposed planning controls are considered too rigid for a significant, inner-city activity centre setting, and do not sufficiently support growth in South Melbourne.

Mandatory FARs reduce the capacity for development. The submitter considers this contradicts the SMSP objectives and

Amendment contradicts State policies

The amendment is consistent with State planning policy and provides for significant growth. The economic, growth and population assumptions underpinning the amendment and Housing Strategy are appropriate and robust:

- The technical work supports the achievement of Port Phillip’s housing target of 55,000 additional dwellings by 2051, as reflected in Clause 16.01-1S (Housing Supply) and other state and local policy.
- The Housing Strategy identifies there is enough residentially zoned land in Port Phillip to accommodate 59,000 additional dwellings if every site is developed to its full potential (*Port Phillip Housing Strategy 2024*).
- The proposed controls will increase capacity required to meet demand for future residential and commercial floor space in South Melbourne (SMEELUS, 2024) and increase the developable Gross Floor Area in South Melbourne (*South Melbourne Built Form Review 2024*).

Change recommended:

Correct error in DDO schedules to confirm the intention to apply a mandatory requirement for heritage buildings to retain street walls. (See Attachment 2 for details.)

No further changes recommended.

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provisions of the planning scheme which seek to promote growth in activity centre locations. They request that mandatory controls be removed entirely.

The submitter identifies a FAR of 6:1 should apply to their large, consolidated land holding. Notes this FAR applies to land immediately to the north bound by York, Cecil and Market Street.

The submitter does not support the proposed mandatory street wall control.

Seeks clarification over the heritage street wall controls noting, "*The built form requirements state that 'heritage buildings should maintain the existing street wall height', whilst Plan 3 appears to include a mandatory street wall*".

They question why DDO38 omits the 'exemption from notice and review' provisions at Clause 2.3. This provision is included in DDO39 and DDO40. They believe it contradicts the amendment's overall objective of facilitating intensive development.

Remove mandatory FAR and increase FAR to 6:1

The proposed FAR for this site is 3.4:1 (mandatory) for the corner Market Tavern site, and 4.5:1 (mandatory) for the rest of the site.

Amendment C219port proposes mandatory maximum Floor Area Ratios (FARs) based on rigorous built form testing and aligned with Planning Practice Note 59. FARs are tailored to the precinct's future character, supporting medium-density development and providing certainty for stakeholders.

Mandatory controls are essential for effectiveness, as shown in local and international practice.

FARs are calibrated to site size: smaller sites can achieve higher FARs due to reliance on external amenity, while larger sites require lower FARs to allow for internal amenity, building separation, communal spaces, and pedestrian connections.

Clarify mandatory heritage street wall controls

The intention is for a mandatory requirement to maintain heritage street walls. It is recommended this error in the DDOs is corrected.

Clarify the 'exemption from notice and review' in DDO38

Officers do not support addition of notice and review exemption requirements in DDO38. Exemption from notice requirements are proposed in DDO39 and DDO40 - Enterprise Precincts East and West. These precincts have extensive areas of Commercial 2 zoning prohibiting residential uses.

Please refer to the following Standard Responses for further information:

- *Standard Response #1 State Strategic Policy: South Melbourne*
- *Standard Response #2 Council strategies*
- *Standard Response #5 Accommodating Growth*
- *Standard Response #6 Mandatory envelope controls*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #8 Relationship between FAR and site size*



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- *Standard Response #11 Planning controls are too conservative*

46 <u>5/132 Bank Street, South Melbourne</u> The submitter questions the current approach to zoning in the subject site's immediate vicinity - specifically the Commercial 2 Zone. The submitter suggests that most buildings in this area contain residential uses. The submitter considers the planning controls are artificially propping up a commercial vision for this area that the market has already rejected. Therefore, the submitter requests the site be rezoned from Commercial 2 Zone to either Mixed Use Zone or Commercial 1 Zone.	<u>Existing residential uses within the Commercial 2 Zone</u> The Commercial 2 Zone prohibits new residential uses. Within the Commercial 2 Zone area, a limited number of properties are residential. In most cases, these properties benefit from existing use rights, enabling these properties to continue to be used for residential purposes. <u>Rezoning Enterprise Precinct East to Mixed Use Zone or Commercial 1 Zone</u> Please refer to the following standard responses which explain the importance of the existing Commercial 2 Zone in the Enterprise Precinct East: • <i>Standard Response #1 State Strategic Policy: South Melbourne</i> • <i>Standard Response #3 Retention of C2Z/Employment land</i> • <i>Standard Response #4 Housing capacity</i>	No change recommended – submission noted.
47 <u>427 City Road and 417 City Road, South Melbourne – City Road Industrial Triangle</u> The submitter does not support Amendment C219port. The submitter opposes the proposed rezoning of the City Road Triangle from Industrial 1 Zone to Commercial 2 Zone. The submitter suggests that it acts as a transitional buffer between very different land uses and because of this a zone that contemplates residential uses should be applied instead. Further, the submitter believes applying the C2Z would entrench underutilisation of the space given the current housing shortage and after work hours inactivity. The owners of 427 City Road have experienced limitations of the	<u>Rezoning to Commercial 1 Zone or Mixed Use Zone</u> Rezoning the 'City Road Industrial Triangle' to the Commercial 2 Zone will accurately reflect the land uses already established in this area and its role as part of the broader Enterprise Precinct. Therefore, applying the C2Z to this area will provide greater certainty around the desired development outcomes for this area. The economic analysis that informs the South Melbourne Structure Plan included an assessment of which land use zoning would best support the economic diversity and vitality of land uses within the Enterprise Precinct. This can be found in Chapter 8 of the <i>South Melbourne Employment, Economic and Land Use Study</i>. The assessment of concluded that the land currently in the Industrial 1 Zone should be rezoned to Commercial 2 Zone. It also found the proposed planning controls provide for more capacity than needed to meet residential demand. The C2Z in South Melbourne is amongst CoPPs most economically productive land. The importance of employment-only zones in South	No change recommended – submission noted.



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current approach. Their three-storey building remained vacant from 2020 to 2024.

The submitter considers the *South Melbourne Economic, Employment and Land Use Study* by Urban Enterprise confirms that there is already sufficient employment land in South Melbourne.

The submitter seeks the following changes:

- Rezone the City Road Triangle to Commercial 1 Zone or Mixed Use Zone
- Apply a FAR of 6.5:1 to both sites rather than the proposed 5.0:1 to 427 City Road and 5.5:1 to 417 City Road.

Melbourne is heightened by the lack of such zones elsewhere in the municipality (SEEF), and the land use flexibility enabled by most employment precincts in the municipality, where the C1Z and MUZ permit residential uses. Other enterprise precincts (Collingwood, Cremorne) remain in a C2Z and rely on nearby MUZ and C1Z areas to provide housing opportunities. The South Melbourne Enterprise Precinct is in a similar context in that there are locations within walking distance where significant housing growth is supported.

Increase FAR to 6.5:1

A FARs of 5.0:1 is proposed to apply to 427 City Road and 5.5:1 to 417 City Road. A higher FAR of 5.5:1 has been applied to larger sites at the eastern end of the site with 5.0:1 at the western end, the tip of the triangle.

Amendment C219port proposes mandatory maximum Floor Area Ratios (FARs) based on rigorous built form testing and aligned with Planning Practice Note 59. FARs are tailored to the precinct's future character, supporting medium-density development and providing certainty for stakeholders.

Mandatory controls are essential for effectiveness, as shown in local and international practice.

FARs are calibrated to site size: smaller sites can achieve higher FARs due to reliance on external amenity, while larger sites require lower FARs to allow for internal amenity, building separation, communal spaces, and pedestrian connections.

Please refer to the following standard responses for further information:

- *Standard Response #1 State Strategic Policy: South Melbourne*
- *Standard Response #3 Retention of C2Z/Employment land*
- *Standard Response #4 Housing capacity*
- *Standard Response #5 Accommodating Growth*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #8 Relationship between FAR and site size*
- *Standard Response #11 Planning controls are too*

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48	<u>168-174 Dorcas Street, South Melbourne</u>	<u>Rezone Commercial 2 Zone to allow residential uses</u>	No change recommended – submission noted.
	The submitter does not support Amendment C219port. The submitter suggests the proliferation and retention of the Commercial 2 Zone is a missed opportunity: • The prohibition on residential uses under the C2Z has resulted in inactive or deserted areas after business hours leading to "dead zones" • Incoming workers also increase traffic congestion. • Restricting residential uses in commercial zones limits opportunities to increase housing supply. • The C2Z has the potential to result in vacant or underutilised properties that could otherwise be activated by residential uses. The submitter would support a zoning framework that allows residential uses. The submitter opposes the use of FARs, commenting that a more flexible performance-based approach would be to remove the FAR requirement from the Amendment. The submitter opposes the proposed maximum height of 29.2m / 7 storeys (preferred) and seeks an increased height of 33.2m / 8 storeys (preferred).	The rezoning of Commercial 2 land to allow residential uses is not supported. The economic analysis that informed the <i>South Melbourne Structure Plan</i> included an assessment of which land use zoning would best support the economic diversity and vitality of land uses within the Enterprise Precinct. (See Chapter 8 of the <i>South Melbourne Employment, Economic and Land Use Study</i>). The strategic justification is outlined in <i>Standard Response #3 Retention of Commercial 2 Zone / Employment Land</i>. <u>Remove FAR control from DDO39</u> Amendment C219port proposes mandatory maximum Floor Area Ratios (FARs) based on rigorous built form testing and aligned with Planning Practice Note 59. FARs are tailored to the precinct's future character, supporting medium-density development and providing certainty for stakeholders. Mandatory controls are essential for effectiveness, as shown in local and international practice. FARs are calibrated to site size: smaller sites can achieve higher FARs due to reliance on external amenity, while larger sites require lower FARs to allow for internal amenity, building separation, communal spaces, and pedestrian connections. <u>Increase building height to 33.2m / 8 storeys</u> A maximum height of 29.2m / 7 storeys (preferred) is proposed for the site. The submitter seeks an increased height of 33.2m / 8 storeys. The preferred height requirement provides some flexibility subject to meeting the DDO's objectives and built form outcomes. The building heights proposed by Amendment C219port have been carefully considered following rigorous built form testing as outlined in the <i>South Melbourne Built Form Review</i> (Hodyl & Co, 2024). Preferred maximum building heights of 5 to 12 storeys are proposed for the Enterprise East Precinct. Taller building heights are located along the interface with Kings Way and on larger land parcels. The	



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majority of sites have a preferred maximum building height of 6 or 7 storeys.

Please refer to the following standard responses for further information:

- *Standard Response #1 State Strategic Policy: South Melbourne*
- *Standard Response #3 Retention of C2Z/Employment land*
- *Standard Response #4 Housing capacity*
- *Standard Response #5 Accommodating Growth*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #8 Relationship between FAR and site size*
- *Standard Response #11 Planning controls are too conservative*

50 <u>245-271 Clarendon Street South Melbourne – The Clarendon Centre</u> The submitter does not support Amendment C219port. The submitter considers the preferred heights are conservative and do not reflect the context of the sites to which they apply, nor are they appropriately aligned with State Government planning policy objectives. The submitter suggests the proposed mandatory FAR is unnecessary, onerous and will prevent the delivery of a feasible development outcome on the subject site. They are not persuaded that the use of mandatory provisions has been adequately justified in this circumstance. The submitter considers the proposed preferred height of 8 storeys too low considering the unique scale and context of the subject land. They consider this approach	<u>Strategic context</u> The amendment aligns with State policy and direction. The economic, growth and population assumptions underpinning the amendment and Housing Strategy are appropriate and robust: • The technical work supports the achievement of Port Phillip's housing target of 55,000 additional dwellings by 2051, as reflected in Clause 16.01-1S (Housing Supply) and other state and local policy. • The Housing Strategy identifies there is enough residentially zoned land in Port Phillip to accommodate 59,000 additional dwellings if every site is developed to its full potential (<i>Port Phillip Housing Strategy 2024</i>). • The proposed controls will increase capacity required to meet demand for future residential and commercial floor space in South Melbourne (SMEELUS, 2024) and increase the developable Gross Floor Area in South Melbourne (<i>South Melbourne Built Form Review 2024</i>). <u>Remove mandatory FAR</u> A FAR 5.0:1 is proposed to apply to part of the site and a FAR 3.5:1 is propose to apply to another part of the site.	No change recommended – submission noted.
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contrasts with State Government planning policy.

The submitter seeks a preferred (discretionary) 4-storey / 17.2m maximum street wall height as the subject site should not be considered as a part of the sensitive Clarendon Street streetscape.

The submitter considers the Coles tenancy requires a larger bespoke ceiling height (of up to 6 metres floor to floor height). The current controls would not cater for this flexibility.

The submitter considers the mandatory September overshadowing controls for Dorcas Street within the DDO37, excessive and should be discretionary.

This requirement is at odds with the ambitions of the structure plan to support intensification and new growth opportunities, and do not believe there has been sufficient justification to demonstrate the need for solar protection to the residential sections of Dorcas Street.

The submitter suggests that recent developments in South Melbourne have exceeded proposed preferred heights and mandatory FARs should be acknowledged within Amendment C219port.

Amendment C219port proposes mandatory maximum Floor Area Ratios (FARs) based on rigorous built form testing and aligned with Planning Practice Note 59. FARs are tailored to the precinct's future character, supporting medium-density development and providing certainty for stakeholders.

Mandatory controls are essential for effectiveness, as shown in local and international practice.

FARs are calibrated to site size: smaller sites can achieve higher FARs due to reliance on external amenity, while larger sites require lower FARs to allow for internal amenity, building separation, communal spaces, and pedestrian connections.

Built form controls

The proposed built form controls for this site are a nuanced approach that reflects the unique ownership pattern of leasehold land (Clarendon Street) and freehold land (Coventry Street), and the differing built form outcomes sought for each.

The amendment proposes a 3 storey (11.6m) mandatory street wall and floor to floor heights of 3.2 metres for residential development and 4 metres for non-residential development. This aligns with best practice, provides a high level of internal amenity, and promotes sustainable building design.

Built form controls proposed by Amendment C219port have been carefully considered following rigorous built form testing as outlined in the *South Melbourne Built Form Review* (Hodyl & Co, 2024) and *South Melbourne Heritage Built Form Review* (GJM Heritage, 2023). Where controls are proposed to be mandatory, they have been applied consistent with *Planning Practice Note 59: The role of mandatory provisions in planning schemes* and *Planning Practice Note 60: Height and setback controls for activity centres*.

Remove overshadowing controls on Dorcas Street

Due to limited public open space in the Structure Plan Area, streets must provide high-quality public amenity, including sunlight access to key pedestrian footpaths such as Dorcas Street - a key east-west link.

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Mandatory controls help to preserve solar access and amenity to primary pedestrian streets in South Melbourne, identified in the structure plan and *Built Form Review*.

Amendment C219port proposes replacing winter solstice overshadowing controls with spring equinox controls, which, along with new built form rules, reduce upper-level setback restrictions and allow greater development yield compared to the existing DDO8.

Please refer to the following Standard Responses for further information:

- *Standard Response #1 State Strategic Policy: South Melbourne*
- *Standard Response #2 Council Strategies*
- *Standard Response #5 Accommodating Growth*
- *Standard Response #6 Mandatory envelope controls*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #8 Relationship between FAR and site size*
- *Standard Response #11 Planning controls are too conservative*

51 Six sites within the Structure Plan area – 256 Moray Street, 153-161 Park Street, 206-212 Clarendon Street, 224-232 Clarendon Street, 252-262 Clarendon Street and 299-301 Clarendon Street, South Melbourne

Overall, the submitter expresses concern that the proposed amendment does not support the developability and viability of the Clarendon Street Precinct, especially the use of mandatory controls. They make the following points:

- The use of mandatory controls does not allow for site response and innovative design.
- The mandatory maximum building heights and FARs are conservative and are not aligned with state planning policy, especially policy

Make mandatory building heights preferred (discretionary)

Mandatory height controls are proposed to apply to the following sites due to their location within the Heritage Overlay:

- 256 Moray Street South Melbourne (4 storeys/14.8m)
- 224-232 Clarendon Street South Melbourne (5 storeys/18m)
- 252-262 Clarendon Street South Melbourne (4 storeys/14.8m)
- 229-301 Clarendon Street South Melbourne (5 storeys/18m).

These heights have been carefully considered following rigorous built form testing as outlined in the *South Melbourne Built Form Review* (Hodyl & Co, 2024) and the *South Melbourne Heritage Built Form Review* (GJM Heritage, 2023).

Zoning and building heights on 153-161 Park Street

The site was not included in the zoning anomaly review. A change to the zoning has not been investigated and is not supported at this stage. The current zoning is consistent with the intent to protect the residential

Change recommended:

Update DDO37 to remove the proposed 5 storey height from land in NRZ2 on the southern portion of 153-161 Park Street. (See Attachment 2 for details.)

No further changes recommended.


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- seeking to increase housing supply. Therefore, mandatory building heights and FARs should be discretionary.
- The site at 153-161 Park Street should be rezoned from part Mixed Use Zone and part Neighbourhood Residential Zone 2 to Mixed Use Zone to maintain commercial flexibility. It is noted that a 5 storey mandatory height limit is proposed for the entire site despite the NRZ2's maximum mandatory height of 10 metres/2 storeys.
- Mandatory 6 metre upper level setbacks in DDO37 should be preferred (discretionary) to maximise development potential.

amenity of the abutting properties zoned Neighbourhood Residential and General Residential.

The submission identifies an error in DDO37. The 5 storey height should not apply to the southern portion of the site in the NRZ2 where a 10m mandatory maximum building height applies. Officers recommend the 5 storey height is removed from this portion of the site.

Increase FAR

The sites where FARs are proposed are:

- 153-161 Moray Street South Melbourne - FAR of 6:1
- 206-212 Clarendon Street South Melbourne – FAR 4.5:1

Amendment C219port proposes mandatory maximum Floor Area Ratios (FARs) based on rigorous built form testing and aligned with Planning Practice Note 59. FARs are tailored to the precinct's future character, supporting medium-density development and providing certainty for stakeholders.

Mandatory controls are essential for effectiveness, as shown in local and international practice.

FARs are calibrated to site size: smaller sites can achieve higher FARs due to reliance on external amenity, while larger sites require lower FARs to allow for internal amenity, building separation, communal spaces, and pedestrian connections.

Change upper level setbacks from mandatory to preferred (discretionary)

Mandatory upper level setbacks have been applied in DDO37 to heritage places to a minimum of 6 metres to ensure the visual primacy and legibility of the heritage streetscape.

Built form controls proposed by Amendment C219port have been carefully considered following rigorous built form testing as outlined in the *South Melbourne Built Form Review* (Hodyl & Co, 2024) and *South Melbourne Heritage Built Form Review* (GJM Heritage, 2023).

Where controls are proposed to be mandatory, they have been applied consistent with *Planning Practice Note 59: The role of mandatory*


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provisions in planning schemes and Planning Practice Note 60: Height and setback controls for activity centres.

Please refer to the following for further information:

- *Standard Response #5 Accommodating Growth*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #8 Relationship between FAR and site size*
- *Standard Response #11 Planning controls are too conservative*

52	<u>24 Eastern Road, South Melbourne</u> The submitter is seeking a 5.5:1 FAR / 7 storey height limit instead of the proposed 4.5:1 FAR / 7 storey height limit. The submitter believes the site has a significant urban design presence on the Kings Way corridor and should be considered as part of a 'gateway'. The expansive aspect afforded by Dorcas Street Reserve gives 24 Eastern Road a dominant exposure to Kings Way – supporting a greater FAR. The submitter highlights the surrounding properties as examples to support the greater limits. The adjoining properties on Eastern Road are proposed at 5:1 FAR and across the road on Dorcas Street the FAR is proposed to be 5.5:1. A height of 7 storeys is also proposed for those sites.	<u>Increase the FAR to 5.5:1</u> The proposed FAR for this site is 4.5:1. Amendment C219port proposes mandatory maximum Floor Area Ratios (FARs) based on rigorous built form testing and aligned with Planning Practice Note 59. The identification of gateways was not included in the <i>Built Form Review</i>. Site context was one element that informed the FARs. FARs are tailored to the precinct's future character, supporting medium-density development and providing certainty for stakeholders. Mandatory controls are essential for effectiveness, as shown in local and international practice. FARs are calibrated to site size: smaller sites can achieve higher FARs due to reliance on external amenity, while larger sites require lower FARs to allow for internal amenity, building separation, communal spaces, and pedestrian connections. Please refer to the following for further information: • <i>Standard Response #5 Accommodating Growth</i> • <i>Standard Response #6 Mandatory envelope controls</i> • <i>Standard Response #7 Floor Area Ratio</i> • <i>Standard Response #8 Relationship between FAR and site size</i> • <i>Standard Response #11 Planning controls are too conservative</i>	No change recommended – submission noted.
53	<u>48b Napier Street, South Melbourne</u>	<u>Proposed rezoning of 77 Park Street and 286-294 Kings Way</u>	No change recommended – submission noted.


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The submitter does not support Amendment C219port, in particular, the proposed rezoning of 77 Park Street and 286-294 Kings Way, South Melbourne and the proposed controls of DDO39. They believe Amendment C219port will impact the amenity of their home and neighbourhood.

The submitter raises the following points:

- Permit 239/2017 issued at the direction of VCAT for a seven-storey building proves that a moderate, residentially scaled outcome has been tested and deemed permissible under the current controls.
- The scale of development enabled by DDO39 would be overbearing, causing extensive shadows and reducing natural light. The overlay's limited shadow tests appear to protect footpaths but offer no meaningful protection for existing homes.
- Efforts to retain the former church on 77 Park Street would be tokenistic.

The *South Melbourne Structure Plan: Zoning Anomalies Report* (June 2024) sets out the rationale for rezoning 77 Park Street and 286-294 Kings Way:

- The site currently comprises commercial uses.
- Rezoning the site accords with the intended planning outcomes of Clause 17.02-1L of the Port Phillip Planning Scheme (Mixed Use and Office Areas).
- The land uses outlined in Clause 32.04-2 (Table of uses) of the Mixed Use Zone enable a wider range of uses consistent with expected development outcomes for a consolidated site within the Kings Way Mixed Use Corridor, namely residential, retail and commercial uses.

Reduce building heights

It is proposed to apply a 6 storey / 25.2 metre preferred height to 77 Park Street and 286-294 Kings Way, which is consistent with the previous VCAT approved permit.

DDO39 sets out design outcomes and requirements addressing how new buildings respond to neighbouring properties.

Amendment C219port introduces new built form controls, based on the *South Melbourne Built Form Review*, to improve development quality. The controls aim to deliver:

- Efficient built form
- Sunlight access to streets and parks
- Comfortable, welcoming streets
- Good internal amenity
- Sensitive heritage responses
- Accessible, vibrant buildings and public spaces in flood-prone areas.

Retention of the church at 77 Park Street

The former church at 77 Park Street is already included in a Heritage Overlay (HO504).

For further information, please refer to:

- *Standard Response #6 Mandatory envelope controls*
- *Standard Response #7 Floor Area Ratio*

			
		• <i>Standard Response #10 Building heights should be lower</i>	
54	<u>280-286 Coventry Street, South Melbourne</u> The submitter states that the built form controls proposed by Amendment C219port do not facilitate State Government housing targets for Port Phillip or support the vision of <i>Plan for Victoria</i>. The submitter believes the proposed FAR for the subject site of 4.5:1 is too low to realise meaningful change on the site. This is exacerbated by the mandatory FAR requirement. The submitter seeks discretionary controls. The submitter acknowledges the 'significant heritage place' citation for the subject site, However, they believe the assessment does not consider the alterations to the original fabric to the Myttons Factory. The controls should accommodate additional development with a higher, discretionary FAR. The submitter expresses concern regarding the application of a mandatory street wall requirement for many places in DDO37. The submitter questions the rationale behind the building separation distances. The SMSP and Built Form Review document does not adequately explain the rationale for these metrics.	<u>Achieving Housing Targets</u> The economic, growth and population assumptions underpinning the amendment and Housing Strategy are appropriate and robust: • The technical work supports the achievement of Port Phillip's housing target of 55,000 additional dwellings by 2051, as reflected in Clause 16.01-1S (Housing Supply) and other state and local policy. • The Housing Strategy identifies there is enough residentially zoned land in Port Phillip to accommodate 59,000 additional dwellings if every site is developed to its full potential (<i>Port Phillip Housing Strategy 2024</i>). • The proposed controls will increase capacity required to meet demand for future residential and commercial floor space in South Melbourne (SMEELUS, 2024) and increase the developable Gross Floor Area in South Melbourne (<i>South Melbourne Built Form Review 2024</i>). <u>Increase FAR</u> The proposed FAR for this site is 4.5:1. Amendment C219port proposes mandatory maximum Floor Area Ratios (FARs) based on rigorous built form testing and aligned with Planning Practice Note 59. FARs are tailored to the precinct's future character, supporting medium-density development and providing certainty for stakeholders. Mandatory controls are essential for effectiveness, as shown in local and international practice. FARs are calibrated to site size: smaller sites can achieve higher FARs due to reliance on external amenity, while larger sites require lower FARs to allow for internal amenity, building separation, communal spaces, and pedestrian connections. <u>Application of mandatory controls – street wall heights</u> Built form controls proposed by Amendment C219port have been carefully considered following rigorous built form testing as outlined in	No change recommended – submission noted.


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the *South Melbourne Built Form Review* (Hodyl & Co, 2024) and *South Melbourne Heritage Built Form Review* (GJM Heritage, 2023).

Where controls are proposed to be mandatory, they have been applied consistent with *Planning Practice Note 59: The role of mandatory provisions in planning schemes* and *Planning Practice Note 60: Height and setback controls for activity centres*.

Mandatory street walls are proposed to apply to heritage buildings to ensure the height of new buildings do not visually dominate heritage streetscapes.

Building separation distances

Adequate building separation distances are required to ensure that good levels of daylight and sunlight enter buildings, as well as cross ventilation. Building separation also ensures that outlook is provided from within buildings and privacy between neighbouring buildings is managed.

Building separation distances proposed by the amendment have been tested as part of the package of built form controls.

Please refer to the following Standard Responses for further information:

- *Standard Response #1 State Strategic Policy: South Melbourne*
- *Standard Response #2 Council Strategies*
- *Standard Response #5 Accommodating Growth*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #8 Relationship between FAR and site size*
- *Standard Response #11 Planning controls are too conservative*

55 <u>48b Napier Street, South Melbourne</u> The submitter does not support Amendment C219port, in particular the proposed rezoning of 77 Park Street and 286-294 Kings Way, South Melbourne and the proposed controls of DDO39. They believe Amendment C219port	<u>Proposed rezoning of 77 Park Street and 286-294 Kings Way</u> The <i>South Melbourne Structure Plan: Zoning Anomalies Report</i> (June 2024) sets out the rationale for rezoning 77 Park Street and 286-294 Kings Way from General Residential Zone to Mixed Use Zone: • The site currently comprises commercial uses.	No change recommended – submission noted.
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will impact the amenity of their home and neighbourhood.

The submitter raises the following points:

- Planning permit 239/2017 issued at the direction of VCAT for a seven-storey building proves that a moderate, residentially scaled outcome has been tested and deemed permissible under the current controls.
- The scale of development enabled by DDO39 would be overbearing, causing extensive shadows and reducing natural light. The overlay's limited shadow tests appear to protect footpaths but offer no meaningful protection for existing homes.
- Efforts to retain the former church on 77 Park Street would be tokenistic.

Considering these issues, the submitter suggests the following changes

- Retain the existing zoning for 77 Park Street and 286-294 Kings Way.
- Modify DDO39 to include mandatory lower maximum building heights and stricter upper-level setbacks to protect the amenity of nearby low-rise homes.
- Apply a Heritage Overlay to the Church at 77 Park Street

- Rezoning the site accords with the intended planning outcomes of Clause 17.02-1L of the Port Phillip Planning Scheme (Mixed Use and Office Areas).
- The land uses outlined in Clause 32.04-2 (Table of uses) of the Mixed Use Zone enable a wider range of uses consistent with expected development outcomes for a consolidated site within the Kings Way Mixed Use Corridor, namely residential, retail and commercial uses.

Built form controls

The proposed built form controls have been carefully considered following rigorous built form testing as outlined in the *South Melbourne Built Form Review* (Hodyl & Co, 2024).

These new controls are intended to improve the quality of development in South Melbourne. The controls aim to deliver:

- Efficient built form
- Sunlight access to streets and parks
- Comfortable, welcoming streets
- Good internal amenity
- Sensitive heritage responses
- Accessible, vibrant buildings and public spaces in flood-prone areas.

A 6 storey/25.2 metre preferred height to 77 Park Street and 286-294 Kings Way is proposed to apply - one storey less than the current VCAT approved permit.

DDO39 sets out design outcomes and requirements addressing how new buildings respond to neighbouring properties in the Neighbourhood Residential Zone or General Residential Zone, to protect the amenity of existing residential properties in terms of visual bulk, overshadowing of private open space, overlooking and vehicle access.

Controls of this nature are also applied via ResCode standards, which would apply to any residential development proposed over 5 storeys.

While the specific overshadowing controls in DDO39 only relate to the public realm, residential properties abutting this site would be afforded protecting of the amenity of their property as described above.



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Building heights and setbacks have been applied consistent with *Planning Practice Note 59: The role of mandatory provisions in planning schemes*.

Retention of the church at 77 Park Street

The former church at 77 Park Street is already included in a Heritage Overlay (HO504).

For further information, please refer to:

- *Standard Response #6 Mandatory envelope controls*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #10 Building heights should be lower*

56 139 Park Street, South Melbourne – City Edge Complex

The submitter raises concerns about access and movement in South Melbourne. They note:

- Gridlock in Park Street from Kings Way to Clarendon Street and beyond.
- Emergency vehicles using Park Street against oncoming traffic.
- Reference to the proposed Park Street tram extension should not be included as the stop will no longer be constructed.
- Park Street/Kings Way intersection is increasingly unsafe.
- No plan has been provided to address safe pedestrian access north/south in Eastern Road from Albert Road to Sturt Street towards the Eastern Road and Kings Way tram stops.
- Despite bike lanes between Kings Way and Moray Street, bicycles and scooters etc are still using Park Street footpaths, creating conflicts with pedestrians.

Access and movement

The *South Melbourne Movement and Transport Study* (Ratio, 2023), which underpins the *South Melbourne Structure Plan* (SMSP) and Amendment C219port, included a capacity assessment of the existing road network and identifies opportunities to manage traffic in the area.

Directing trips to more sustainable modes of transport will aid in maintaining intersection capacities within acceptable limits, reducing the need for intersection capacity improvements, as well as allowing these resources to be directed elsewhere.

To support this, the SMSP recommends other transport upgrades including realigning the Route 96 South Melbourne Station tram stop to enhance accessibility to the South Melbourne Market, extending the Route 1 tram along Park Street into South Melbourne, and advocating for increased bus frequency.

Many of the matters raised by the submitter are unable to be addressed by Planning Scheme Amendment C219port or via changes to the structure plan. However, the matters raised were referred to Council's Transport Team for a response:

- The Park Street protected bike lane was installed as part of the *Park Street Streetscape Improvement Project* after community engagement and Council deliberation. It is a temporary measure designed to improve safety and encourage cycling, aligning with best-practice principles. Park Street is a Primary Strategic Cycling Corridor under the State's Strategic Planning

No change recommended –
submission noted.

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- A review is required of the Park Street bike lane's layout, given collisions, speed and sightline issue. Alterations should be urgently undertaken to make this bike path safer.
- There are no dedicated safe areas for the pickup and set down of passengers using taxis or ride share, goods and services delivery and property access, particularly in Park and Clarendon Streets.

The submitter makes the following points about the proposal to include the City Edge development in the Heritage Overlay:

- There is an inconsistency between the address given for City Edge and the area mapped.
- Planning Practice Note 1 states that councils *"should consider the resources required to administer the heritage controls and to provide assistance and advice to affected property owners. This might include providing community access to a heritage adviser or other technical or financial assistance."* Therefore, given the repairs required to City Edge, residents should receive financial support.
- A heritage study should critically assess building condition and carry out an existing and "end of life" assessment of structures proposed to be listed. This point is expressed in light of concerns around building condition.
- It is unclear whether Stage 1 is supposed to be included in the listing,

framework, requiring high service levels and physical protection for cyclists.

- The bike lane will remain until permanent infrastructure is delivered through the State Government's Park Street Tram Link project. While there is no confirmed schedule for these works, planning and investigation are progressing. At its installation in mid-2022, safety audits confirmed compliance with standards, and no bike-related crashes due to poor sightlines have been recorded in this time.
- The current configuration of the Park Street pedestrian crossing is considered temporary. A new priority crossing should instead be considered as part of the State Government's *Park Street Tram Link* project.
- As Kings Way is a State-managed road and Council does not have the authority to make changes, advocacy-focused recommendations are made in the SMSP to improve the functioning, accessibility and amenity of Kings Way.

Application of the Heritage Overlay

The intention is to include the entire City Edge complex in the Heritage Overlay, as shown on the below map, and confirmed by the use of four addresses on the notification material, which relate to stages 1-4 of the development:




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- as the description better aligns with later stages of City Edge.
- Proposed heritage listed trees are imported natives and have no historical or environmental significance to South Melbourne
- Controls addressing solar panels should not apply to encourage uptake of renewable energy.

To clarify this intent, following exhibition an additional letter was sent to City Edge residents and landowners, with additional time provided to make a submission.

Council currently does not offer any heritage grants. Grants are usually provided for restoration of original heritage features, rather than maintenance. However, owners of places in the Heritage Overlay can access the advice of Council's Heritage Advisor.

Buildings are assessed for their local heritage significance using recognised heritage criteria detailed in *Planning Practice Note 01: Applying the Heritage Overlay*. The condition of a building is generally not a consideration in the assessment (except where a place is visibly structurally unsound and cannot be rectified), as it is accepted that rectification works can be undertaken. Moreover, for this reason, heritage citations and statements of significance do not include the condition of the building.

Council's Heritage Policy (Clause 15.03-1L of the Port Phillip Planning Scheme) allows heritage buildings to be demolished if they are confirmed by a structural engineering report to be structurally unsound to the point that rectification is not possible.

Planning Practice Note 01 provides advice on applying tree controls for heritage places. Tree controls are designed to protect trees that contribute to the significance of a heritage place (e.g. original plantings as a design element), as identified in the heritage assessment.

Regarding the proposed tree controls:

- The garden setting of the development was identified as part of the heritage significance.
- Tree controls are intended to protect trees that contribute to the significance of a heritage place (e.g. original plantings as a design element), as identified in the heritage assessment.
- Under Clause 43.01-1 (Heritage Overlay) of the Port Phillip Planning Scheme, a planning permit is required to 'Remove, destroy or lop a tree if the schedule to this overlay specifies the heritage place as one where tree controls apply.' However, if a tree presents an "immediate risk of personal injury or damage to property", this requirement does not apply.



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- Officers note other tree controls already apply to trees on the site under:
 - Council's Community Amenity Local Law – a permit is required to remove a significant tree. A significant tree is defined as a tree with a trunk circumference of 150cm or greater (measured 1m from the ground).
 - Clause 52.37 Canopy trees - a permit is required to remove, destroy or lop a boundary canopy tree in a residential zone (City Edge is in the General Residential Zone). A boundary canopy tree is a tree within 6m of a street frontage or 4.5m of a rear boundary. A canopy tree is defined as a tree that is at least 5m tall, has a trunk circumference of 0.5m and has a canopy diameter of 4m.
 - The planning scheme contains some exemptions for dead trees, lopping and maintenance or emergency works.

An assessment has not been undertaken to understand which trees meet these criteria.

The inclusion of solar panel controls does not prevent a planning permit being granted for installation.

For further information about Kings Way, parking and the Park Street Tram Link, please refer to:

- *Standard Response #12 Kings Way*
- *Standard Response #14 Park Street Tram Link*

57 229-233 Clarendon Street, South Melbourne

The owners of this property express concerns about changes that may increase financial pressure on them. These concerns have been heightened in the last five years since the COVID-19 pandemic, where retail conditions have shifted.

Council's Economic Development Team works closely with Traders and trader groups to promote Port Phillip's retail and services areas with the goal of retaining and attracting new businesses.

However, the planning scheme can only support and encourage various land uses. It cannot influence retail mix or deal with economic issues such as vacancies.

Amendment C219port contains planning policy to:

- Support the provision of retail, employment, housing and community uses, anchored by retail strips along Clarendon Street, Coventry Street and Park Street.

No change recommended – submission noted.



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- Support activities and uses that strengthen retail strips along Clarendon Street, Coventry Street and Park Street.
- Support and grow South Melbourne's economic specialisations and retail opportunities, and accommodate ongoing demand for office space in South Melbourne.

58	<u>144 Clarendon Street, South Melbourne</u>	<u>Built form controls</u>	No change recommended – submission noted.
	The submitter's concerns primarily relate to DDO37 and the Clarendon Street Precinct.	Amendment C219port introduces new built form controls, based on the <i>South Melbourne Built Form Review</i> , to improve development quality.	
	The submitter's concerns include:	The controls aim to deliver:	
	• 144 Clarendon Street already receives minimal sunlight. Should a new, higher apartment block be developed in the immediate vicinity, the courtyards and balconies would be unusable.	• Efficient built form	
	• Lack of green space in the South Melbourne activity centre	• Sunlight access to streets and parks	
	• Increased population has led to Clarendon Street becoming dirty and noisy.	• Comfortable, welcoming streets	
		• Good internal amenity	
		• Sensitive heritage responses	
		• Accessible, vibrant buildings and public spaces in flood-prone areas.	
		<u>Streets and public realm</u>	
		The <i>Places for People: Public Space Strategy 2022-32</i> identifies that there is a shortfall of open space in South Melbourne and recommends for two new open spaces (one in the South Melbourne Activity Centre and one in the South Melbourne Enterprise Precinct).	
	Controls have led to a proliferation of 'low-end' apartment builds, increasing the supply and significantly dropping prices.	To support this, Amendment C219port contains policy supporting the creation of public spaces that are attractive, vibrant, climate-resilient and people-friendly. For further information, please refer to <i>Standard Response #15 Public Realm Improvements</i> .	
59	<u>63-69 Market Street, 162-172, 174 and 176-180 Clarendon Street, South Melbourne</u>	<u>Remove mandatory FAR and other mandatory controls</u>	No change recommended – submission noted.
	The submitter supports the proposed use of September equinox shadow controls and removal of the mandatory winter sunlight controls as they better reflect the role of South Melbourne as a Major Activity Centre.	The proposed FAR for this site is 5.5:1.	
	However, the submitter does not support the application of Floor Area Ratios (FAR) and	Amendment C219port proposes mandatory maximum Floor Area Ratios (FARs) based on rigorous built form testing and aligned with Planning Practice Note 59. FARs are tailored to the precinct's future character, supporting medium-density development and providing certainty for stakeholders.	

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requests the proposed mandatory FAR of 5:1 is removed and the preferred height of the site is increased from 7 storeys to 9 storeys for the following reasons:

- The 'exceptional' circumstances set out in Planning Practice Note 59 (PPN59) for the application of mandatory controls do not apply,
- There is no basis for the introduction of mandatory FARs. The proposed FARs present mandatory figures that restrict development in an area where planning policy overwhelmingly encourages new development to deliver housing, employment space and services. In this way, FARs are considered strictly as a density control which does not protect or manage amenity impacts.
- The proposed FAR / building heights does not align with the existing planning permit 57/2021. This approved development has an approximate FAR of 6.7:1 and height of 29.6m / 9 storeys whereas the Structure Plan contemplates a mandatory FAR of 5:1 and maximum building height of 24.4 / 7 storeys.

Mandatory controls are essential for effectiveness, as shown in local and international practice.

FARs are calibrated to site size: smaller sites can achieve higher FARs due to reliance on external amenity, while larger sites require lower FARs to allow for internal amenity, building separation, communal spaces, and pedestrian connections.

Increase maximum height

The building height proposed by Amendment C219port is 24.4m / 7 storeys (preferred). DDO8 currently allows a height of 23.5m / 6 storeys (preferred). The submitter seeks a 9 storey preferred height limit.

This height has been carefully considered following rigorous built form testing as outlined in the South Melbourne Built Form Review (Hodyl & Co, 2024).

Proposed FAR / building heights do not align with the existing planning permit

Recent approvals in the Structure Plan area show varied FARs and building heights. Analysis for the Built Form Review indicates that projects with higher FARs often exhibit design issues noted in the review - particularly the "Wedding Cake" typology - and are less likely to achieve the good design outcomes outlined in Part 2 of the review.

Please refer to the following Standard Responses for further information:

- *Standard Response #5 Accommodating Growth*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #8 Relationship between FAR and site size*
- *Standard Response #11 Planning controls are too conservative*

60	<u>49-55 York Street, South Melbourne</u>
	The submitters concerns are related to the proposed DDO39 controls for 49-55 York Street.
	The submitter considers the proposed DDO39 controls for the subject site of 29.2m / 7

<u>Increase maximum building height</u>
The maximum building height proposed by Amendment C219port is 29.2m / 7 storeys (preferred). DDO8 currently allows a height of 23.5 metres / 6 storeys (preferred).

No change recommended – submission noted.


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storeys (discretionary) and 5.5:1 FAR (mandatory) does not reflect the emerging building form context.

The submitter is seeking a height of 12 storeys.

Notes 134-138 Moray Street (PDPL/00450/2022) (that adjoins the site to the east) is 7 storeys high and has an approximate FAR of 6.7:1. (The mandatory control is 6:1).

The submitter requests the FAR is removed entirely. The 'exceptional circumstances' which warrant a mandatory control as outlined by Planning Practice Notes 59 and 60 (PPN59 and PPN60) do not apply to this site.

The mandatory overshadowing control over Coventry Street is inappropriate. They seek a discretionary control instead of the proposed mandatory control:

- Coventry Street is a "transitional space" not the SMSP's "key pedestrian route".
- The trees on the southern footpath of Coventry Street, between Crain Street and Moray Street have large spreading crowns which already cast shadows.

The submitter seeks a 3m building separation / side setback provision instead of the proposed 4.4m. The submitter acknowledges these are preferred (discretionary) controls however they desire additional wording to be included within the building separation control to allow proposals to match the building separation of existing developments and permitted schemes.

These heights have been carefully considered following rigorous built form testing as outlined in the *South Melbourne Built Form Review* (Hodyl & Co, 2024).

Remove proposed FAR

Amendment C219port proposes mandatory maximum Floor Area Ratios (FARs) based on rigorous built form testing and aligned with Planning Practice Note 59. FARs are tailored to the precinct's future character, supporting medium-density development and providing certainty for stakeholders.

Mandatory controls are essential for effectiveness, as shown in local and international practice.

FARs are calibrated to site size: smaller sites can achieve higher FARs due to reliance on external amenity, while larger sites require lower FARs to allow for internal amenity, building separation, communal spaces, and pedestrian connections.

Reduce preferred (discretionary) building separation setbacks and remove mandatory overshadowing controls

Built form controls, including setbacks and overshadowing, proposed by Amendment C219port have been carefully considered following rigorous built form testing as outlined in the *South Melbourne Built Form Review* (Hodyl & Co, 2024).

Minimum building separation setbacks have been applied to ensure that good levels of daylight and sunlight enter into buildings, as well as cross ventilation. These controls are preferred, allowing the consideration of context.

Due to limited public open space in the Structure Plan Area, streets must provide high-quality public amenity, including sunlight access to key pedestrian footpaths such as Coventry Street - a key east-west link.

Mandatory controls help to preserve solar access and amenity to primary pedestrian streets in South Melbourne, identified in the structure plan and *Built Form Review*.

Amendment C219port proposes replacing winter solstice overshadowing controls with spring equinox controls, which, along with


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The submitter disagrees with the proposed 'significant' heritage grading for their site. The citation will limit the development potential. Their preference is a 'contributory' grading instead of 'significant'.

new built form rules, reduce upper-level setback restrictions and allow greater development yield compared to the existing DDO8.

Where controls are proposed to be mandatory, they have been applied consistent with *Planning Practice Note 59: The role of mandatory provisions in planning schemes* and *Planning Practice Note 60: Height and setback controls for activity centres*.

The overshadowing requirement in proposed DDO39 takes 'additional shadows' from incidental elements such as canopies, kiosks, artworks or screens into consideration. However, 'additional shadows' specifically exempts overshadowing from trees as these can be deciduous or removed.

Impact of significant heritage grading on development potential

The *South Melbourne Heritage Gaps Analysis report* (Trethowan, 2023) recommends this site is added to the Heritage Overlay. It was found to be of local heritage significance, consistent with the requirements of *Planning Practice Note 1: Applying the Heritage Overlay*. The site is proposed to be listed in an individual Heritage Overlay rather than as part of a precinct.

Heritage considerations have been integrated into the built form controls proposed by Amendment C219port. These considerations are based on the recommendations contained in the *South Melbourne Built Form Review* (Hodyl & Co, 2024) and the *South Melbourne Major Activity Centre and Employment Precincts Heritage Built Form and Analysis Recommendations* (GJM, 2024).

Amendment C219port supports development more effectively than current planning controls, aligning with existing planning policy and controls. For this site, it proposes a preferred maximum height of seven storeys.

Please refer to the following Standard Responses for further information:

- *Standard Response #5 Accommodating Growth*
- *Standard Response #7 Floor Area Ratio*
- *Standard Response #8 Relationship between FAR and site size*


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- *Standard Response #11 Planning controls are too conservative*

61 <u>City Road Industrial Triangle – 423 & 419 City Road, South Melbourne</u> The submitter does not provide comment on the amendment generally, but objects to the proposed zoning of the subject site. The submission calls for the land to be rezoned from Industrial 1 Zone to Commercial 1 Zone or Mixed-Use Zone, rather than Commercial 2 Zone, as proposed by the amendment. The submitter notes that the Industrial Triangle is identified in the <i>South Melbourne Employment, Economic and Land Use Study</i> as being disconnected, and that significant employment land within South Melbourne should be retained for a broader range of new and emerging business types. The submitter contends that the Commercial 2 Zone does not provide for a significant range of uses that would allow sufficient diversity in business types. The small nature of the sites within the triangle and its location are noted as being as being disincentives for the market to provide office offerings on the land, in addition to sufficient office space being available elsewhere. The submission highlights that within MICLUP the Industrial Triangle is not noted as being industrial land with regional or state level significance. Based on State policy, the land should serve as a transitional area that allows for commercial opportunities, housing supply and amenity. The submitter considers that in applying a	<u>Request for City Road Triangle to be rezoned to Commercial 1 Zone or Mixed Use Zone</u> An economic analysis was undertaken to inform the Structure Plan. The <i>South Melbourne Employment, Economic and Land Use Study</i> assessed which land use zoning would best support the economic diversity and vitality of land uses within the Enterprise Precinct (refer Chapter 8). The assessment concluded the 'City Road Industrial Triangle' (shown in green below) should be rezoned from the Industrial 1 Zone to Commercial 2 Zone. The purpose of the C2Z is to support 'offices, appropriate manufacturing and industries, bulky goods retailing, other retail uses, and associated business and commercial services. It does not permit new residential uses. The C2Z in South Melbourne is amongst CoPPs most economically productive land. The importance of employment-only zones in South Melbourne is heightened by the lack of such zones elsewhere in the municipality (SEEF), and the land use flexibility enabled by most employment precincts in the municipality, where the C1Z and MUZ permit residential uses. Other enterprise precincts (Collingwood, Cremorne) remain in a C2Z and rely on nearby MUZ and C1Z areas to provide housing opportunities. The South Melbourne Enterprise Precinct is in a similar context in that there are locations within walking distance where significant housing growth is supported. Rezoning the 'City Road Industrial Triangle' to C2Z would: • better reflect the land uses already established in this area • reinforce its role as part of the broader Enterprise Precinct • provide greater certainty around the desired development outcomes for this area. Residential uses were not supported in this location: • The State Government's <i>Melbourne Industrial and Commercial Land Use Plan, 2020</i> and planning policy in the Planning Scheme specifically identifies the need to support and retain the creative industries in South Melbourne.	No change recommended – submission noted.
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MUZ or C1Z, Council can enable the creation of a vibrant, safe and well integrated precinct that supports the evolution of South Melbourne. In addition, they believe this supports the PPF and *Plan for Victoria*, which has an emphasis on providing affordable housing close to activity centres.

- The State's *Housing Statement* and the *Plan for Victoria* has identified the need for additional housing, however rezoning the 'triangle' is not considered necessary to address housing needs. The Housing Statement does not override the importance of commercial and industrial land or suggest that all land should accommodate housing.
- *Plan for Victoria* sets housing targets for each municipality (reflected in clause 16.01-1S (Housing supply) of all Victorian planning schemes. Port Phillip's target is 55,000 additional dwellings by 2051. The Port Phillip's *Housing Strategy* identifies there is enough residentially zoned land in Port Phillip to accommodate 59,000 additional dwellings if every site is developed to its full potential (Port Phillip Housing Strategy, 2024).

Please refer to the following standard responses for further information:

- *Standard Response #1 State Strategic Policy: South Melbourne*
- *Standard Response #3 Retention of C2Z/Employment land*
- *Standard Response #4 Housing capacity*
- *Standard Response #5 Accommodating Growth*

62	<u>60 - 80 Napier Street and 99 - 111 Eastern Road - City Edge Complex</u>	<u>Application of the Heritage Overlay</u> The complex in its garden setting was constructed in 1971-1975. The City Edge complex is proposed to be included in the Heritage Overlay because it is an outstanding example of a mixed housing development that responded thoughtfully to local context and architecture while meeting demand for higher-density housing in the mid to late 20th century. Adding a Heritage Overlay does not prevent new development, maintenance, or upgrades. This approach is supported by GJM Heritage and outlined in the <i>South Melbourne MAC & Employment Precincts Heritage Analysis & Recommendations</i> (October 2023), Sections 14.1 and 14.3. <u>Building condition</u>	No change recommended – submission noted.
The submitter objects to the inclusion of City Edge in the Heritage Overlay.			
Their objections are:			
• Applying the HO will impose permit requirements on modern safety and sustainability upgrades such as; solar panels, rainwater tanks, electric vehicle charging stations, heating/cooling, security systems, fire safety retrofits, accessibility modifications, improved lighting, structural reinforcements, maintenance such as rendering or			



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painting, upgrades of timberwork, ramps or surfaces and the inclusion of signage.

- The inclusion in the HO will result in financial and administrative burden including hiring of consultants or architects, permit fees, delays, uncertainty and discouraging proactive maintenance and investment. The cumulative cost of compliance is disproportionate to the heritage value.
- The City Edge complex is made up of modern residential buildings that do not possess individual architectural or historical significance. The contribution of the complex is a streetscape contribution and should not be provided with blanket heritage controls without clear differentiation between significant and non-significant elements.

The submission also notes that there is currently significant maintenance work required on City Edge that has a high cost.

The submitter requests Council:

- Reassess the scope and intensity of the overlay as applied to the City Edge complex.
- Introduce clearer exemptions for sustainability, safety, and accessibility upgrades.
- Provide streamlined permit pathways for minor works that do not compromise heritage values.
- Engage with owners to develop practical heritage guidelines that

Buildings are assessed for their local heritage significance using recognised heritage criteria detailed in *Planning Practice Note 1: Applying the Heritage Overlay* (PPN1).

The condition of a building is generally not a consideration in the assessment (except where a place is visibly structurally unsound and cannot be rectified). Heritage citations and statements of significance do not refer to building condition.

Council's Heritage Policy (Clause 15.03-1L of the Port Phillip Planning Scheme) lets heritage buildings be upgraded for safety, sustainability, accessibility, and maintenance. Some work can be done without a planning permit if certain conditions are met.




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balance conservation with contemporary living needs; OR

- Preferably, abandon the pursuit of a Heritage Overlay.

63	<u>60 - 80 Napier Street and 99 - 111 Eastern Road - City Edge Complex</u> Refer to Submission 62.	Refer to response to Submission 62.	No change recommended – submission noted.
64	<u>60 - 80 Napier Street and 99 - 111 Eastern Road - City Edge Complex</u> Refer to Submission 62.	Refer to response to Submission 62.	No change recommended – submission noted.
65	<u>108-110 Park Street, South Melbourne</u> This submission primarily addresses 108-110 Park Street, South Melbourne. The submitter requests rezoning 108-110 Park Street from Neighbourhood Residential Zone to Mixed Use Zone. Suggests it may also be appropriate to rezone additional sites to the west ending at 118 Park Street. Submitters notes the proposal to rezone the neighbouring site at 102-106 Park Street from part Mixed Use Zone and part Neighbourhood Residential Zone to be entirely in the Mixed Use Zone. The submitter provides the following reasons in support of rezoning of additional sites: • The neighbouring site at 102-106 Park Street and adjacent site at 286-294 Kings Way and 77 Park Street are proposed to be rezoned to Mixed Use Zone. • Existing uses between 102 Park Street to 118 Park Street reflect a mix of uses. 116 Park Street comprises an	The rationale to correcting zoning anomalies is contained in the <i>South Melbourne Structure Plan: Zoning Anomalies Report June 2024</i>, one of the technical documents underpinning the <i>South Melbourne Structure Plan</i> and Amendment C219port. Corrections to zoning are recommended where sites are in two zones or to reflect existing uses. The amendment proposes to rezone neighbouring properties at 102-106 Park Street from part Mixed Use Zone and part Neighbourhood Residential Zone to be entirely within the Mixed Use Zone. Rezoning 108-110 Park Street is not recommended for the following reasons: • This site comprises a residential dwelling in the Neighbourhood Residential Zone (NRZ), which accords with the purpose and provisions contained in the NRZ. • The Neighbourhood Residential Zone accommodates range of uses and this existing zone affords an appropriate built form outcome. • The development potential of this site is limited due to its area of 168 square metres and narrow width. • Despite being included in the South Melbourne Structure Plan area, the site is not identified in the Kings Way Mixed Use Corridor, South Melbourne Enterprise Precinct nor the South Melbourne Activity Centre. Extending the Mixed Use Zone along Park Street to 118 Park Street is outside the scope of this amendment and would require further	No change recommended – submission noted.




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office and 118 Park Street comprises a restaurant.

- Applying the Mixed Use Zone to 102-106 Park Street could impact the amenity of 108-110 Park Street.
- The owner has future plans to develop their site consistent, with the Mixed Use Zone.

strategic work to consider the zoning and appropriate built form controls.

66	<u>203 Ferrars Street, South Melbourne – City Road Industrial Triangle</u>	<u>Strategic context</u>	No change recommended – submission noted.
	This submission chiefly addresses the proposed rezoning of the 'City Road Industrial Triangle' from Industrial 1 Zone to Commercial 2 Zone. While this site is outside of this location, it shares an extensive interface with the City Road Industrial Triangle along Ferrars Street. The submitter does not support the proposed rezoning. They suggest the Commercial 1 Zone would be more appropriate because it would alleviate existing social problems in the area, meet state and local housing objectives, and provide additional activation outside of business hours. The submitter raises the following matters: • South Melbourne has an overreliance on economic activity. There is an assumption this would be balanced by providing residential uses elsewhere (such as Fishermans Bend). The exhibited SMSP is a missed opportunity to address the need to provide increased housing in this location, providing a mix of uses that creates activity at all times, not just business hours.	The economic, growth and population assumptions underpinning the amendment are appropriate and robust: • The technical work supports the achievement of Port Phillip's housing target of 55,000 additional dwellings by 2051, as reflected in Clause 16.01-1S (Housing Supply) and other state and local policy. • The Port Phillip Housing Strategy identifies there is enough residentially zoned land in Port Phillip to accommodate 59,000 additional dwellings if every site is developed to its full potential (<i>Port Phillip Housing Strategy 2024</i>). • The proposed planning controls will increase capacity required to meet demand for future residential and commercial floor space in South Melbourne (SMEELUS, 2024) and increase the developable Gross Floor Area in South Melbourne (<i>South Melbourne Built Form Review 2024</i>). <u>Rezone to Commercial 1 Zone, rather than proposed Commercial 2 Zone</u> An economic analysis was undertaken to inform the Structure Plan. The <i>South Melbourne Employment, Economic and Land Use Study</i> assessed which land use zoning would best support the economic diversity and vitality of land uses within the Enterprise Precinct (refer Chapter 8). The assessment concluded the 'City Road Industrial Triangle' should be rezoned from the Industrial 1 Zone to Commercial 2 Zone. The purpose of the CZ2 is to support 'offices, appropriate manufacturing and industries, bulky goods retailing, other retail uses, and associated	


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- The lack of opportunity to increase housing in and around Ferrars and York Streets does not reflect the strategic importance of this area, nor reflect movement patterns and networks.
- The amendment does not provide for urban design or strategic interventions to create and reinforce a link between Fishermans Bend and the South Melbourne Activity Centre.
- Increased passive surveillance is necessary in this part of South Melbourne. Designating the City Road industrial triangle as Commercial 2 Zone will not address this issue outside of business hours.
- A mix of commercial and residential uses will provide a better transition from Montague to surrounding lower scale residential areas.
- Additional housing would support the Victorian Government's Housing Statement, and other state policy.

business and commercial services. It does not permit new residential uses.

Rezoning the 'City Road Industrial Triangle' to C2Z would:

- better reflect the land uses already established in this area
- reinforce its role as part of the broader Enterprise Precinct
- provide greater certainty around the desired development outcomes for this area.

Residential uses were not supported in this location:

- The State Government's *Melbourne Industrial and Commercial Land Use Plan, 2020* and planning policy in the Planning Scheme specifically identifies the need to support and retain the creative industries in South Melbourne.
- The State's *Housing Statement* and the *Plan for Victoria* has identified the need for additional housing, however rezoning the 'triangle' is not considered necessary to address housing needs. The *Housing Statement* does not override the importance of commercial and industrial land or suggest that all land should accommodate housing.
- *Plan for Victoria* sets housing targets for each municipality (reflected in clause 16.01-1S (Housing supply) of all Victorian planning schemes. Port Phillip's target is 55,000 additional dwellings by 2051. The Port Phillip's *Housing Strategy* identifies there is enough residentially zoned land in Port Phillip to accommodate 59,000 additional dwellings if every site is developed to its full potential (*Port Phillip Housing Strategy, 2024*).

Access and movement

The *South Melbourne Movement and Transport Study*, which underpins the South Melbourne Structure Plan and Amendment C219port, identifies opportunities to manage movement networks within the structure plan area.

It includes recommendations to improve pedestrian crossings, cycling infrastructure and manage traffic, along with advocacy actions to support improvements to public transport, enhancements to movement




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networks and connections to neighbouring areas such as Fishermans Bend.

Please refer to the following standard responses for further information:

- *Standard Response #1 State Strategic Policy: South Melbourne*
- *Standard Response #2 Council strategies*
- *Standard Response #5 Accommodating growth*

67	<u>81A Park Street, South Melbourne – City Edge Complex</u>	<u>Application of the Heritage Overlay</u>	No change recommended – submission noted.
	The submitter supports Amendment C219port, however does not support the proposal to include the City Edge complex in the Heritage Overlay. The submitter raises the following matters: • The proposal to include City Edge in the Heritage Overlay belies the need for renovation not preservation. Heritage controls would inhibit any works to renew the site. • The underlying conditions of City Edge’s land has resulted in gradual subsidence and consequential movement across paved and landscaped areas. In turn, maintenance works are required to ensure safety. The need to maintain outdoor areas, would therefore be inconsistent with the intent of the Heritage Overlay. • Materials and construction are outdated and unsustainable. A heritage control would discourage the replacement of these materials with modern materials that are more sustainable and achieve consistency	Buildings are assessed for their local heritage significance using recognised heritage criteria detailed in <i>Planning Practice Note 1: Applying the Heritage Overlay</i>. Elements that contribute to this significance are documented in statement of significance and citations. City Edge has been found to meet the threshold for local heritage significance. Council’s Heritage Policy (Clause 15.03-1L of the Port Phillip Planning Scheme) provides detail on how these features can be managed. The policy lets heritage buildings be upgraded for safety, sustainability, accessibility, and maintenance. Some work can be done without a planning permit if certain conditions are met. <u>Tree controls</u> The garden setting of the development was identified as part of the heritage significance. Tree controls are intended to protect trees that contribute to the significance of a heritage place (e.g. original plantings as a design element), as identified in the heritage assessment. Under Clause 43.01-1 (Heritage Overlay) of the Port Phillip Planning Scheme, a planning permit is required to ‘<i>Remove, destroy or lop a tree if the schedule to this overlay specifies the heritage place as one where tree controls apply.</i>’ However, if a tree presents an “<i>immediate risk of personal injury or damage to property</i>”, this requirement does not apply. Officers note other tree controls already apply to trees on the site under:	

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- with Clause 15.02-1L (Environmental Sustainable Development) in the Port Phillip Planning Scheme.
- Heritage controls could unduly constrain the ability to upgrade building elements, such as balcony railings and balustrades, to contemporary design and safety standards under the Building Code of Australia.
- Heritage listing of trees is inappropriate and impractical. This would prevent necessary arboriculturally management, including replacement with species better suited to environmental conditions.

- Council's Community Amenity Local Law – a permit is required to remove a significant tree. A significant tree is defined as a tree with a trunk circumstances of 150cm or greater (measured 1m from the ground).
- Clause 52.37 Canopy trees - a permit is required to remove, destroy or lop a boundary canopy tree in a residential zone (City Edge is in the General Residential Zone). A boundary canopy tree is a tree within 6m of a street frontage or 4.5m or a rear boundary. A canopy tree is defined as tree that is at least 5m tall, has a trunk circumference of 0.5m and has a canopy diameter of 4m.

The planning scheme contains some exemptions for dead trees, lopping and maintenance or emergency works.

68	<u>111 Eastern Road, South Melbourne – City Edge Complex</u> The submitter does not support the proposal to include the City Edge complex in the Heritage Overlay. They do not consider City Edge meets the threshold of local heritage significance under the cited criteria in <i>Planning Practice Note 1: Applying the Heritage Overlay</i>, specifically: - Criterion A (Historical) - Criterion D (Representativeness) - Criterion E (Aesthetic) - Criterion H (Associative). For each criterion, the submitter provides reasons why City Edge does not meet the threshold. Further, the submitter believes that applying the Heritage Overlay would add further complexity and cost to already challenging	The complex in its garden setting was constructed in 1971-1975. City Edge is proposed to be included in the Heritage Overlay because is an outstanding example of a mixed housing development that sought a more contextually and architecturally sensitive local response to the demand for new and higher density modern housing in the municipality in the mid to late twentieth century. Buildings are assessed for their local heritage significance using recognised heritage criteria detailed in <i>Planning Practice Note 1: Applying the Heritage Overlay</i>. Elements that contribute to this significance are documented in heritage citations and statements of significance. City Edge has been found to meet the threshold for local heritage significance. Council's Heritage Policy (Clause 15.03-1L of the Port Phillip Planning Scheme) provides detail on how these features can be managed. Amendment C219port does not prohibit new development, maintenance or upgrades to occur within the Heritage Overlay. The policy lets heritage buildings be upgraded for safety, sustainability, accessibility, and maintenance. Some work can be done without a planning permit if certain conditions are met.	No change recommended – submission noted.
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upkeep, limiting flexibility for owners to undertake necessary repairs or upgrades. Applying the Heritage Overlay will impose disproportionate constraints on property owners without delivering commensurate public benefit.

In some instances, this work will be able to be completed without the requirement for a planning permit, if certain conditions are met.

69 <u>77 Park Street and 286-294 Kings Way</u> The submission opposes the proposal to rezone 77 Park Street and 286-294 Kings Way from General Residential Zone to Mixed Use Zone for the following reasons: • Increased noise or activity depending on what businesses locate on the site. • Loss of residential character in an area comprising residential uses. • Exacerbated traffic issues due to high competition for parking spaces. • Reduced residential amenity, which is counter to the character of the area. The submitter suggests that rather than correcting an anomaly, that the rezoning will introduce an anomaly to this area. In addition, the submitter notes existing plans and permits for a residential development on the site.	The <i>South Melbourne Structure Plan: Zoning Anomalies Report</i> (June 2024) sets out the rationale for rezoning 77 Park Street and 286-294 Kings Way from General Residential Zone to Mixed Use Zone: • The site currently comprises commercial uses. • Rezoning the site accords with the intended planning outcomes of Clause 17.02-1L of the Port Phillip Planning Scheme (Mixed Use and Office Areas). • The land uses outlined in Clause 32.04-2 (Table of uses) of the Mixed Use Zone enable a wider range of uses consistent with expected development outcomes for a consolidated site within the Kings Way Mixed Use Corridor, namely residential, retail and commercial uses. The built form controls proposed by Amendment C219port, have been carefully considered following rigorous built form testing as outlined in the <i>South Melbourne Built Form Review</i> (Hodyl & Co, 2024). DDO39 sets out design outcomes and requirements addressing how new buildings respond to neighbouring properties. The new controls are intended to improve the quality of development in South Melbourne. The proposed 6 storey / 25.2 metre preferred height that would apply to 77 Park Street and 286-294 Kings Way is consistent with the previous VCAT approved permit. For further information, please refer to: • <i>Standard Response #6 Mandatory envelope controls</i> • <i>Standard Response #7 Floor Area Ratio</i> • <i>Standard Response #10 Building heights should be lower</i>	No change recommended – submission noted.
70 <u>South Melbourne Market</u>	Proposed DDO38 contains guidance to address potential impacts on the South Melbourne Market, including:	Change Recommended:



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This submission suggests that Amendment C219port could be strengthened to include clearer guidance for the South Melbourne Market.

Concerns are expressed around the impact of new development on the amenity of the South Melbourne Market.

Concerns are also expressed that without appropriate planning policy the desired or important aspects of the Market could be lost.

- Building heights that limit impacts on the amenity of York Street and potential future open space on the South Melbourne Market site as a result of overshadowing.
- Street wall heights and setbacks that on the north side of York Street between Cecil Street and the western boundary of South Melbourne Market, provides greater setbacks to protect sunlight to the southern footpath and enable potential future open space on the South Melbourne Market site.

DDO38 also includes the following mandatory requirement to manage overshadowing:

Buildings and works must not overshadow or cast additional shadows over the southern footpaths of the following streets between 10am and 2pm on 22nd June:

- *York Street from Cecil Street to the western boundary of South Melbourne Market.*

The submitter identified an opportunity to better acknowledge the South Melbourne Market, within the amendment, and its important role in South Melbourne.

Minor changes are recommended to DDO38 and the proposed policy in Clause 11.03-6L-08 (South Melbourne) to strengthen policy around the South Melbourne Market, including its important role in South Melbourne and the importance of the public realm and interfaces to the market.

Update Design Objective 5 in DDO38 to highlight the importance of the public realm in and around the market as an important setting and aspect of the market.

Update 'Active street frontages' in DDO38 to enhance the public realm surrounding the Market.

Include a new strategy in Clause 11.03-6L-08 (South Melbourne) that highlights maintaining the market as a retail anchor and precinct that encourages people to spend time in South Melbourne.

(See Attachment 2 for details.)

No further changes recommended.

71 167-173 Coventry Street, South Melbourne

The submitter generally supports Amendment C219port, however opposes the proposed application of the Heritage Overlay to their site at 167-173 Coventry Street:

- The site does not meet the threshold for local heritage significance as outlined in *Planning Practice Note 1: Applying the Heritage Overlay*.
- It is inappropriate to suggest that this small building and a single brake repair use is "indicative of industries

Application of the Heritage Overlay

Buildings are assessed for their local heritage significance using recognised heritage criteria detailed in *Planning Practice Note 1: Applying the Heritage Overlay*. Elements that contribute to this significance are documented in heritage citations and statements of significance.

167-173 Coventry Street meets the threshold for local heritage significance, as it "demonstrates the development of local-enterprise industrial / commercial development in South Melbourne in the post-war period" set out in the citation prepared by Trethowan Architecture (2023).

No change recommended – submission noted.



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related to the growth in manufacturing, including automotive and machinery production, up to the late 1950s', as outlined in Trethowan's report.

- The site has not accommodated any manufacturing.
- The comparative analysis undertaken suggests that the subject building is unremarkable in its design and not typical of post war industrial design for small workshop throughout the municipality. Therefore, it does not demonstrate 'post-war industrial growth within Port Phillip.'
- The building has been significantly altered from the original form.
- The Heritage Overlay will affect the feasibility of future development opportunities due to setback and street wall requirements, as well as the requirement to retain large portions of existing buildings.

The citation notes that "As a workshop and showroom related to automotive parts and repair, the subject site is indicative of industries related to the growth in manufacturing, including automotive and machinery production, up to the late 1950s."

Amendment C219port does not prohibit new development, maintenance or upgrades to occur within the Heritage Overlay. The policy lets heritage buildings be upgraded for safety, sustainability, accessibility, and maintenance. Some work can be done without a planning permit if certain conditions are met.

In some instances, this work will be able to be completed without the requirement for a planning permit, if certain conditions are met.

Protecting heritage and facilitating growth

The amendment seeks to ensure sensitive redevelopment of heritage buildings and their surroundings by retaining their three-dimensional form and ensuring key architectural elements remain clearly legible.

It introduces a density control or Floor Area Ratio (FAR) to achieve higher quality buildings and create greater certainty in planning outcomes, including heritage outcomes.

These recommendations are supported by GJM Heritage and detailed in the *South Melbourne MAC & Employment Precincts Heritage Analysis & Recommendations* (October 2023), specifically Sections 14.1 and 14.3.

For further information, please refer to:

- *Standard Response #9 Impact of proposed Heritage Overlays on development potential*

Attachment 2: Recommended changes to Amendment C219port (South Melbourne Structure Plan)

This document outlines recommended changes to Amendment C219port in response to submissions received on the amendment. The proposed changes would inform Council's advocacy position at the independent planning panel. Changes are generally minor in nature. Insertions are shown in **blue text** and deletions are shown in **red text**.

#	Recommended change and rationale
Proposed changes to the South Melbourne Structure Plan 2024	
1.	Strategic context (p.15) <i>Plan Melbourne 2017-2050</i> was the designated metropolitan planning strategy for Melbourne when the South Melbourne Structure Plan was adopted in 2024. <i>Plan for Victoria</i> now supersedes <i>Plan Melbourne 2017-2050</i> as the metropolitan planning strategy for Victoria. <i>Plan for Victoria</i> also sets housing targets for each municipality. Housing targets are also included in clause 16.01-1S (Housing supply) of all Victorian planning schemes. Port Phillip's target is 55,000 additional dwellings by 2051. The amendment's explanatory report illustrates how the amendment implements the 'five pillars for action' identified in the <i>Plan for Victoria</i>. Given the change in the policy context, it is recommended the reference to <i>Plan Melbourne</i> on page 15 and other relevant pages of the Structure Plan is updated to reference <i>Plan for Victoria</i>. It is also recommended a reference to Clause 16.01-1S (Housing supply), which sets out the municipality's State Government housing target of 55,000, is added. <u>Recommended changes:</u> - Replace the reference to <i>Plan Melbourne</i> on page 15 with the <i>Plan for Victoria</i>. - Add a reference to Clause 16.01-1S (Housing supply) and the State Government's housing target of 55,000. - Make other consequential changes to the document to update where <i>Plan Melbourne</i> is referenced.
2.	Built Form Objective 4: Integrate climate responsive design (p.79) Melbourne Water requested modifications to the South Melbourne Structure Plan to strengthen references to Melbourne Water's sea level rise mapping as the 'best available data'. This change is supported while further mapping is being undertaken by Melbourne Water. <u>Recommended changes:</u> Make the following changes to page 79: Melbourne Water's sea level rise data <i>To assist with the City's consideration of this new benchmark, Melbourne Water has provided the City with flood data and mapping, highlighting areas of Port Phillip, including South Melbourne most susceptible to sea level rise. <u>This data is Melbourne Water's best available data.</u></i> <u><i>This approach has been adopted</i></u> while amendments are prepared to introduce the new controls into the Port Phillip Planning Scheme to identify land subject to future flooding and ensure appropriate referrals are made to Melbourne Water. These amendment/s are scheduled to commence in 2024/25. In January 2024, the Department of Energy, Environment and Climate Action (DEECA) released the Port Phillip Bay Coastal Hazard Assessment (PPBCHA). This project provides additional modelling on coastal erosion, permanent and tidal inundation and groundwater. <i>Until such time as Melbourne Water and the City have reviewed the PPBCHA data, the City will continue to rely on the Melbourne Water Sea Level Rise data as the best available to inform statutory and strategic planning decisions.</i> (NOTE - 'this benchmark' refers for the requirement for councils to plan for a sea level rise of at least 0.8 metres by 2100, as per Clause 13.01-2S (Coastal inundation and erosion) of the Victoria Planning Provisions and Port Phillip Planning Scheme).

3. Activities and Uses Objective 6: Accommodate the housing needs of a welcoming, resilient and future-focused community - Emerald Hill Court Health and Housing Precinct (p.48) and Objective 7: Community infrastructure to enhance social connection (p.52)

Homes Victoria requested changes to text around the proposed redevelopment of Emerald Hill Housing Precinct. It noted:

- Changes to Homes Victoria's master planning process – i.e. that Skinners Adventure Playground and the abutting walk up flats to the north are no longer included in Homes Victoria's master planning for the precinct.
- The proposal to deliver the Emerald Hill Community Hospital at the site of the Emerald Hill Court Estate will no longer be progressed. Instead, the site will prioritise housing, including the construction of 131 new social housing dwellings.

Changes to the text around the removal of references to the community hospital, master planning process and its boundary are supported. However, the action to work with Homes Victoria to improve the layout of Skinners Adventure Playground is an important advocacy position for Council and is recommended to be retained in the South Melbourne Structure Plan.

Recommended changes:

- a. At page 48, replace the text under 'Emerald Hill Court Health and Housing Precinct' with the following text:

Emerald Hill Housing Precinct (182-196 Dorcas Street, South Melbourne)

Homes Victoria is undertaking planning for the redevelopment of the Emerald Hill Housing Precinct. The South Melbourne precinct redevelopment will occur in stages.

The Commonwealth and Victorian Government (through Homes Victoria) are working together through the Big Housing Build and the Housing Australia Future Fund to deliver the first stage of the redevelopment. This includes 131 new social homes on the site of the old walk-ups at 182-196 Dorcas Street in South Melbourne. The old walk-ups have been demolished. It is anticipated construction will begin in mid-2026 and finish by 2029.

To the south of 182-196 Dorcas Street are additional walk up flats. Next door, further south, is Skinners Adventure Playground, which is owned by the City of Port Phillip. While these sites are not included within the current Homes Victoria project, there may be future opportunities to explore how to improve the layout and interface to meet future community needs. The City of Port Phillip is not disposing of Skinners Adventure playground. It will remain accessible to the community. Council's 10-year financial plan allocates funds towards upgrading Skinners Adventure Playground.

In this way, there are opportunities for Council to collaborate with Homes Victoria to seek the best possible outcome for the community.

This Structure Plan confirms the City's support for retaining, upgrading and increasing the provision of social and public housing.

- a. Update the text on page 52:

~~The delivery of the Emerald Hill Health and Housing precinct at the Emerald Hill Court public housing estate will see a community hospital and other new community facilities and ground-floor uses.~~

The delivery of the Emerald Hill Housing precinct at the Emerald Hill Court public housing estate will provide an opportunity to secure new community facilities and ground-floor uses to support the community and improve the site's integration with the broader structure plan area.

- a. Update Actions 1.35 and 1.36 at page 52:

Community infrastructure supporting South Melbourne

~~1.35 Use the City of Port Phillip Guiding Principles for Victorian Government public housing projects, adopted by Council on 19 October 2022, to support the City's collaboration with Homes Victoria the Victorian Health Building Authority to deliver the Emerald Hill Health and Housing precinct master plan, including the integration and improvement of Skinners Adventure Playground and provision of new community infrastructure.~~

1.35 Use the City of Port Phillip Guiding Principles for Victorian Government public housing projects, adopted by Council on 19 October 2022, to support the City's engagement with Homes Victoria to:

- [Deliver the Emerald Hill Housing Precinct](#)
- [Provide new community infrastructure](#)
- [Explore opportunities to integrate and improve Skinners Adventure Playground.](#)

1.36 Advocate to the State Government on behalf of the community for the best service delivery as part of the Emerald Hill ~~Health and~~ Housing precinct.

4. Public Spaces and Places Objective 1: Create cool, green streets for people to improve amenity, comfort and public health (p.123)

The submission from Homes Victoria requested changes seeking more flexibility around the retention of mature trees. This change is not supported (see Attachment 2).

As noted above, Homes Victoria's submission confirms the proposal to deliver the Emerald Hill Community Hospital at Dorcas Street will no longer be progressed. Instead, the site will prioritise housing.

Recommended changes:

- Update Action 4.8 at page 123:

Emerald Hill Health and Housing Precinct

4.8 As part of the delivery of the Emerald Hill ~~Health and~~ Housing Precinct by Homes Victoria ~~and the Victorian Health Building Authority~~, advocate to retain existing mature tree canopies and integrate them with new landscaping.

5. Public Spaces and Places Objective 3: Shape public spaces to support a variety of uses and enterprises (p.129)

Homes Victoria requests Council remove the reference to public open space on the corner of Coventry and Moray Streets. Officers do not support this deletion. The need for additional open space in South Melbourne is a Council advocacy position. However, it is recommended the text is edited to identify the location on the north-east corner of site as preferred. This would allow consideration of other locations and opportunities on the site.

Recommended changes:

- Update Action 4.18:

New open space and parks

4.18 As part of delivering a new Master Plan for the Emerald Hill Court Estate, advocate to Homes Victoria for the creation of a new public open space [with a preferred location](#) on the corner of Coventry Street and Moray Street that is integrated with the broader ~~future~~ Emerald Hill Housing ~~and Health~~ Precinct.

6. Public Spaces and Places Objective 4: Reinforce civic pride and sense of place (p.132)

Homes Victoria highlighted changes to the process to deliver housing at 200 Dorcas Street. A new process to redevelop the site is underway. Development of a master plan is no longer being pursued. Changes to text and maps are proposed to reflect these changes.

Homes Victoria also highlighted the Skinners Adventure Playground and the abutting walk up flats to the north are no longer included in Homes Victoria's master planning for the precinct. (See *Activities and Uses Objectives 6 and 7*).

Recommended changes:

- At page 132, replace the text under 'Emerald Hill Court Health and Housing Precinct' with the following text:

Emerald Hill ~~Health and~~ Housing Precinct

Homes Victoria is preparing a master plan to revitalise the Emerald Hill Court public housing estate bound by Dorcas, Moray, Coventry and St Luke streets (Figure 68)

The master plan will focus on improvements including new housing, ground-floor uses which respond to local needs, improved connections around the site, and better green and shared spaces. Homes Victoria will also deliver Stage 1 of the Emerald Hill Big Housing Build which will integrate new social and affordable housing with a community hospital. Partnering with the Victorian Government will provide opportunities to advocate for a new open space at the corner of Coventry Street and Moray Street, integrated community spaces that accommodate flexible uses and support community needs.

~~and provide parking and end-of-trip facilities for bicycles and other micro-mobility devices such as e-scooters.~~

~~The master plan boundary includes Skinners Adventure Playground, which is owned by the City of Port Phillip. Opportunities to improve the layout and interface to meet future community needs will be explored. The City of Port Phillip is not disposing of Skinners Adventure playground. It will remain accessible to the community. Council's 10-year financial plan allocates funds towards upgrading Skinners Adventure Playground.~~

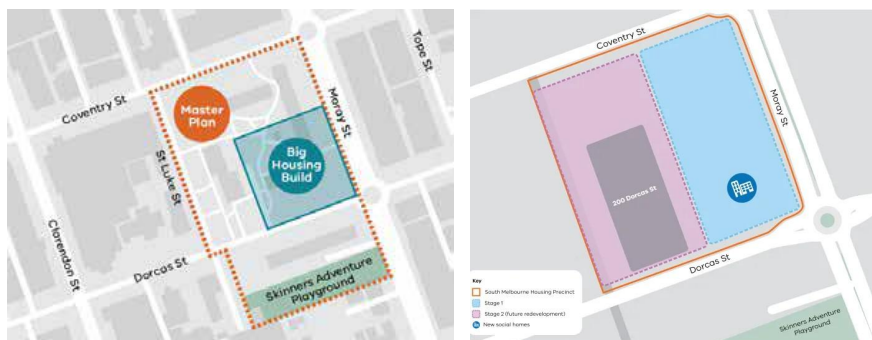
Homes Victoria is undertaking planning for the redevelopment of the Emerald Hill Housing Precinct. The South Melbourne precinct redevelopment will occur in stages. The redevelopment will provide new housing opportunities in South Melbourne, including 131 social homes. It will also provide improved connections around the site, and better green and shared spaces.

Working with the Victorian Government will provide opportunities to advocate for:

- A new open space, with a preferred location at the corner of Coventry Street and Moray Street
- Integrated community spaces that accommodate flexible uses and support community needs
- Parking and end-of-trip facilities for bicycles and other micro-mobility devices such as e-scooters.

There are opportunities to work with the State Government to enhance the Skinners Adventure Playground, owned by the City of Port Phillip and located south of the Housing Precinct. Council's 10-year financial plan allocates funds towards upgrading Skinners Adventure Playground. Opportunities to improve the layout and interface to meet future community needs will be explored.

- b. At page 132, replace Homes Victoria's map (Figure 68, SMSP) shown on the left with the new Homes Victoria map shown on the right:



- c. At page 134, update Actions 4.34 and 4.35:

Emerald Hill ~~Health and~~ Housing precinct (Emerald Hill Court Estate)

4.34 Work with Homes Victoria ~~and the Victorian Health Building Authority~~ to deliver the Emerald Hill ~~Health and~~ Housing precinct ~~master plan~~ and advocate to:

- Create a new public open space with a preferred location of ~~on~~ the corner of Coventry Street and Moray Street that is integrated with the broader future Emerald Hill Housing and Health Precinct
- Deliver an integrated community spaces that accommodate flexible uses and support community needs
- Deliver parking and end-of-trip facilities for bicycles and other micromobility devices such as e-scooters
- Preserve existing mature tree canopies and integrate them with new landscaping, given their contribution to biodiversity and reducing the urban heat island effect.

4.35 Work with Homes Victoria ~~and the Victorian Health Building Authority~~ to improve the layout and interface of Skinners Adventure Playground to meet future community needs.

- d. On pages 121, 143 and 146, remove reference to Emerald Hill Health and Housing Precinct and replace with Emerald Hill Housing Precinct.

7. 228-234 Park Street, South Melbourne

Figure 6 (p.20) of the South Melbourne Structure Plan incorrectly identifies the car park at 228-234 Park Street, South Melbourne as being in the Public Park and Recreation Zone (PPRZ) rather than the correct Commercial 1 Zone. This error has been carried though to other maps in the South Melbourne Structure Plan, where the site is identified as open space.

The South Melbourne Structure Plan does not make any recommendations about the Council car park at 228-234 Park Street. Accordingly, Amendment C219port retains the existing Commercial 1 Zone applying to 228-234 Park Street, as per the amendment explanatory report and maps.

This error should be corrected so the site can be correctly identified as being in the Commercial 1 Zone and not as an open space. This change does not change the intent of the amendment.

Recommended change:

- a. Update the maps in the following figures of the *South Melbourne Structure Plan* to correctly identify 228-234 Park Street as being in the Commercial 1 Zone and delete reference to it as an open space: Maps shown in Figures 6 (p.20), 8 (p.26), 13 (p.33), 27 (p.67), 28 (p.69), 33 (p.83), 53 (p.101), 54 (p.101), 56 (p.103), 58 (p.108), 59 (p.109), 60 (p.112), 62 (p.120), 63 (p.122), 64 (p.124), 66 (p.128), 67 (p.130), 69, (p.132).

Proposed changes to Planning Policy Framework

8. Clause 11.03-6L-08 (South Melbourne)

One submitter identified an opportunity to better acknowledge the South Melbourne Market, within the amendment, and its important role in South Melbourne. An additional strategy is proposed for inclusion in the Planning Policy Framework.

Recommended changes:

- a. At Clause 11.03-6L-08 (South Melbourne) under the strategies for 'Activities and uses' for the South Melbourne Major Activity, insert the following strategy:

Support and grow South Melbourne's economic specialisations and retail opportunities, and accommodate ongoing demand for office space in South Melbourne by:

[...]

- *Maintaining the South Melbourne Market's role as a retail anchor and capitalise on its popularity to create a thriving street-based retail precinct that encourages people to linger throughout the broader South Melbourne area.*

9. Clause 11.03-6L-08 (South Melbourne)

Homes Victoria requested a modification to proposed policy at Clause 11.03-6L-08 (South Melbourne) to specifically identify the Emerald Hill Court Estate as not being a low to medium density site within the policy.

This strategy refers to difference in the pattern of development between South Melbourne and high rise precincts such as the Central City, Southbank, Montague and Kings Way. While a reference to a specific site is not supported, there is an opportunity to revise the policy to better acknowledge South Melbourne's diverse scale.

Recommended change:

- b. Make the following change at Clause 11.03-6L-08 (South Melbourne) under the strategies for 'Activities and uses' for both the South Melbourne Major Activity Centre and South Melbourne Enterprise Precinct:

Support and grow South Melbourne's economic specialisations and retail opportunities, and accommodate ongoing demand for office space in South Melbourne by:

[...]

- *Maintaining a distinction between the generally low to medium rise character of South Melbourne and high rise buildings in the Central City, Southbank, Montague (Fishermans Bend) and along Kings Way.*

10. Clause 11.03-6L-08 (South Melbourne), Clause 17.01-1L (Diversified economy - South Melbourne Enterprise Precinct), Clause 17.01-2L (Innovation and research - South Melbourne Enterprise Precinct)

Map/Plan 1 in each of these Planning Policy Framework clauses incorrectly identifies the car park at 228-234 Park Street, South Melbourne as open space. This error replicates an error in the *South Melbourne Structure Plan*. The Structure Plan does not make any specific recommendations about the car park. The open space should therefore be deleted.

Recommended change:

- b. Update the Map/Plan 1 in the following clauses to remove the reference to the car park at 228-234 Park Street as open space:
- Clause 11.03-6L-08 (South Melbourne)
 - Clause 17.01-1L (Diversified economy - South Melbourne Enterprise Precinct)
 - Clause 17.01-2L (Innovation and research - South Melbourne Enterprise Precinct)

Proposed changes to Schedules to the Design and Development Overlay (DDO37, DDO38, DDO39 and DDO40)**11. Design and Development Overlay schedules (DDO37, DDO38, DDO39 and DDO40) - Street walls and setbacks**

All proposed Design and Development (DDO) schedules (i.e. schedules 37, 38, 39, 40 to clause 43.02) contain the following 'Built Form Requirement' under 'Street wall and setbacks':

Heritage buildings should maintain the existing street wall height.

This requirement is intended to be mandatory, consistent with 'Plan 3: Street wall height' in each schedule. Mandatory requirements use the word 'must' to ensure the requirement is interpreted as mandatory. This error should be corrected to ensure consistency.

Recommended change:

- c. Make the following change to each DDO schedule:

Heritage buildings ~~should~~ must maintain the existing street wall height.

12. Design and Development Overlay Schedule 37 (DDO37) - Interface with residential properties in NRZ or GRZ

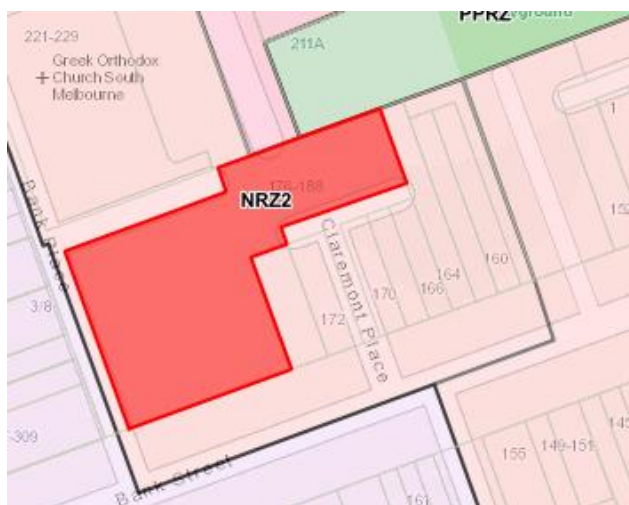
A submission raised concerns about the built form controls proposed for 176-188 Bank Street, South Melbourne and the impacts on neighbouring residential properties – *see map below*. (A preferred maximum building height of 21.2 metres/6 storeys and a floor area ratio FAR of 4:1 is proposed for the site.)

The submitter wished to ensure the development of this site retains solar access and privacy for existing dwellings to the south.

In reviewing this submission, officers became aware that further advice received from Hodyl and Co in response to the submitter's previous submission to the South Melbourne Structure Plan in 2024 had not been translated into proposed DDO37.

It is therefore recommended an additional built form outcome is included in DDO37. The built form outcome would require a transition in the scale of future development on the Melbourne Butter Supply site to the existing nearby terrace houses to ensure they continue to receive solar access and privacy.

176-188 Bank Street shown in red:



Recommended changes:

- d. Insert the following built form outcome under 'Interface with residential properties in NRZ or GRZ':

On the former Melbourne Butter Supply site at 176-188 Bank Street, South Melbourne, development:

- Ensures nearby residential properties continue to receive appropriate solar access and privacy by limiting additional built form above the existing warehouse buildings abutting the northern side of Claremont Place.
- Provides a transition from lower built form above the existing warehouse buildings abutting the northern side of Claremont Place to taller built form above the existing primary buildings fronting Bank Street.

13. Design and Development Overlay Schedule 37 (DDO37) - Plan 2: Building height to Schedule 37 of Clause 43.0

A submission identified an error in Plan 2 in DDO37. An 18m / five storey mandatory maximum building height has been applied to the rear of 153-161 Park Street. This portion of the site is in the Neighbourhood Residential Zone 2 (NRZ) where a 10m mandatory maximum building height applies. A change is proposed to correct this error.

Recommended change:

- a. Remove the mandatory 18m / 5 storey height that applies to the portion of land in the Neighbourhood Residential Zone 2 (NRZ2) the rear of 153-161 Park Street from *Plan 2: Building height to Schedule 37 of Clause 43.0*.

14. Design and Development Overlay Schedule 38 (DDO38) - Design objectives

A submitter commented the objectives for DDO38 – South Melbourne Market Precinct should better acknowledge the market. They highlighted the importance of the public realm in and around the market as an important setting and aspect of the market. A change is proposed to the design objectives to recognise this.

Recommended change:

- a. Modify the design objectives to read:

To ensure that development is of high architectural quality and contributes to the creation of a public realm that preserves sunlight to key parks, ~~and~~ streets and the South Melbourne Market, is attractive, vibrant, safe, engaging and supports active transport, including walking and cycling.

15. Design and Development Overlay Schedule 38 (DDO38) - Active street frontages

A submitter highlighted the importance of active street frontages on properties facing / opposite the South Melbourne Market to enhance the public realm surrounding the Market and ensure it encourages pedestrian activity. Officers support this submission and recommend a proposed change to DDO38 to reflect this.

Recommended change:

- a. Modify the built form requirement under 'active street frontages' to read:

Avoid blank walls, large areas of reflective surfaces, high fences and service areas to key streets, ~~and~~ laneways and the South Melbourne Market.

Proposed changes to maps

16. Heritage Overlay Map and Heritage Policy Map - 120-142 Clarendon Street, Southbank

The amendment proposes to correct the zoning anomaly applying to 120-142 Clarendon Street, Southbank (shown with a blue dash) so it is entirely within the Commercial 1 Zone.

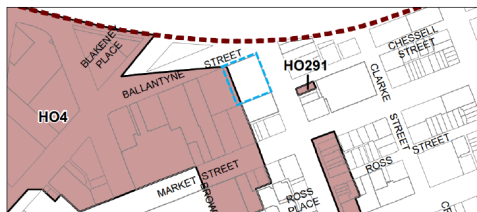
Heritage Overlay Schedule 4 has been unintentionally applied to a small portion of the site along its western boundary – see maps below. The site is not within a Heritage Overlay. The same error is reflected on the Heritage Policy Map. This change does not change the intent of the amendment as it corrects a minor error.

Recommended changes:

- a. Correct the boundary of the Heritage Overlay Schedule 4 to exclude this site and make consequential changes to the City of Port Phillip Heritage Policy Map.

Heritage Overlay map:

City of Port Phillip Heritage Policy map:



17. Neighbourhood Character Map - 111 Cecil Street, South Melbourne (Spotlight site)

111 Cecil Street shown in yellow:

Part of 111 Cecil Street, South Melbourne (Spotlight site) has a 'Contributory Heritage Place – outside HO' grading applied to it in the City of Port Phillip Neighbourhood Character Map – see map. This was inadvertently applied via Amendment C161port Pt 2.

This portion of the site is not a contributory heritage place. This change does not change the intent of the amendment as it corrects a minor error.

Recommended changes:

- a. Remove the 'Contributory Heritage Place – outside HO' grading from 111 Cecil Street, South Melbourne (Spotlight site) in the City of Port Phillip Neighbourhood Character Map.



18. Neighbourhood Character Map

The exhibited City of Port Phillip Neighbourhood Character Map incorrectly identifies sites with the following gradings:

-  Check Statement of Significance for grading
-  No grading

These sites are proposed to be included in the Heritage Overlay and have been appropriately included the City of Port Phillip Heritage Policy Map. They should not be in the City of Port Phillip Neighbourhood Character Map. This is an error. This change does not change the intent of the amendment as it corrects a minor error.

Recommended changes:

- a. Remove the 'Check Statement of Significance for grading' and 'No grading' categories from the City of Port Phillip Neighbourhood Character Map.



11. A VIBRANT AND THRIVING COMMUNITY

Nil

12. AN ENGAGED AND EMPOWERED COMMUNITY

12.1	<i>Council Committee Framework and Committee Model.....</i>	253
12.2	<i>Councillor Expenses Monthly Reporting - October 2025.....</i>	336
12.3	<i>Quarterly reporting of Records of Informal Meetings of Council - 1 April - 30 June 2025</i>	343

MEETING OF THE PORT PHILLIP CITY COUNCIL

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12.1 COUNCIL COMMITTEE FRAMEWORK AND COMMITTEE MODEL

EXECUTIVE MEMBER: ROBYN BORLEY, GENERAL MANAGER, GOVERNANCE AND PERFORMANCE

PREPARED BY: MITCHELL GILLET, COORDINATOR COUNCILLOR AND EXECUTIVE SUPPORT

1. PURPOSE

- 1.1 The City of Port Phillip is reviewing its advisory committee model to ensure it continues to support inclusive engagement, good governance, and alignment with Council's strategic priorities. With a new Council term and Plan in place, this review explores how committees operate, introduces a new committee framework, and compares two committee models to guide future engagement for councillor consideration.

2. EXECUTIVE SUMMARY

- 2.1 Under the Local Government Act 2020 (the Act), councils are only required to establish and maintain an Audit and Risk Committee. All other committees are optional and may be formed at each council's discretion.
- 2.2 The City of Port Phillip has traditionally established advisory committees to engage diverse voices, incorporate lived experience, test ideas, and inform decision-making with subject matter expertise not otherwise represented.
- 2.3 These committees have typically been formed around community cohorts, following individual Council resolutions linked to specific strategies and action plans.
- 2.4 The current cohort-based model includes advisory committees focused on Youth, Older People, Multicultural communities, and LGBTIQ+ inclusion.
- 2.5 Council's advisory committees do not hold delegated authority. As such, they cannot make decisions, direct Council officers, or manage expenditure.

Review of Existing Advisory Committees

- 2.6 With the commencement of a new Council term and the adoption of a new Council Plan, there is an opportunity to review whether the current advisory committee model continues to be fit for purpose and aligned with Council's evolving strategic priorities.
- 2.7 In response, officers conducted a review of the existing advisory committee model. This included analysis of relevant legislation, Council-endorsed strategies and policies, and engagement with committee members, Councillors, and secretariat officers.
- 2.8 The review assessed governance effectiveness, alignment with Council's strategic direction, and identified opportunities to enhance committee operations, engagement, and support.
- 2.9 The review identified inconsistencies across committees in areas such as governance, influence, membership composition, equity, officer resourcing, and member expectations.



Proposed Committee Framework

- 2.10 Based on the findings of the review officers are recommending introducing a new Council Committee Framework to provide clear guidance on the establishment of each type of council committee including their purpose, scope, and objectives.
- 2.11 Until this point, there has been no overarching framework to guide the establishment or operation of Council advisory committees.
- 2.12 The Council Committee Framework provides an opportunity to consolidate and align committee governance with broader strategic documents, including the Plan for Port Phillip 2025–2035.
- 2.13 The framework establishes a set of consistent standards relating to engagement practices, effective contribution to Council’s long-term vision and priorities, committee practices across Council, clarify roles and responsibilities, promote inclusive participation, and align committee activities with Council priorities. It also includes provisions for committee establishment, terms of reference, training, and review.

Advisory Committee Structures

- 2.14 At the request of councillors, officers assessed the opportunity to move to a ‘thematic’ committee model as an alternative model to the current ‘cohort’ based approach.
- 2.15 Council officers have prepared a report of the two models that presents a comparison of the strengths, challenges, risks, and benefits of each model, with a focus on representation, strategic alignment, cultural safety, and operational efficiency.

Reference Groups

- 2.16 The scope of this review has focused on advisory committees. At this point it is recommended that reference groups remain the same. However, noting some confusion regarding inconsistent names, officers are recommending the renaming of some groups to align to a consistent naming convention.
- 2.17 Subject to the Council Committee Framework being endorsed, there may be some minor updates to the way Reference Groups operate, reducing the officer resourcing required to administer them.

Terms of Reference Updates

- 2.18 Officers have prepared examples of updated Terms of Reference documents - one for each potential committee model - to align with the proposed Council Committee Framework and support consistent governance across advisory structures.

Additional Committees

- 2.19 People with disability and First Nations communities have been identified as under-represented in Council engagement activities, highlighting the need for more inclusive mechanisms.
- 2.20 A formal mechanism to more meaningfully engage with Port Phillip’s disability community is recommended to support the Accessibility Action Plan 2026–2030. Depending on the preferred committee model, establishment of a dedicated disability advisory committee or targeted recruitment approach will be developed.
- 2.21 Council’s Reconciliation Action Plan 2025–2027 commits to exploring a First Nations Voice to Council. Council acknowledges that this is a complex and deeply significant undertaking, and that meaningful progress requires careful consideration and genuine



partnership. As such, the detailed exploration of what a First Nations Voice to Council might entail is beyond the scope of this current review. Council remains committed to co-designing this initiative with First Nations communities.

3. RECOMMENDATION

That Council:

- 3.1 Acknowledges and thanks all individuals who have contributed to Council's advisory committees and subject reference groups for their time, expertise, and service.
- 3.2 Endorses the proposed Council Committee Framework, which provides guidance for the establishment, operation, and review of Council advisory committees and reference groups (attachment 1)
- 3.3 Authorises the CEO, or their delegate, to make non-material changes to the Council Committee Framework to ensure its suitability, depending on the option selection in item 3.5.
- 3.4 Endorses the continuation of the following Subject Reference Groups, including the renaming of select groups to align consistent naming conventions:
 - Art Acquisition Reference Group (currently Reference Committee)
 - Business Reference Group (currently Business Advisory Group)
 - Cultural Heritage Reference Group (currently Reference Committee)
 - Esplanade Market Reference Group (currently Reference Committee)
 - Friends of Suai/ Covalima Community Reference Group (currently Reference Committee)
 - Rupert Bunny Foundation Visual Arts Fellowship Reference Group (currently Reference Committee)
- 3.5 Endorses: (Insert Option)

Option 1: the continuation of the current community cohort committee model and re-establishment of the following committees in accordance with Council Committee Framework, and commences recruitment at the earliest opportunity:

- LGBTIQA+ Advisory Committee
- Multicultural Advisory Committee
- Older Persons Advisory Committee
- Youth Advisory Committee; and

Endorses the establishment of a Disability Advisory Committee.

OR

Option 2: the discontinuation of the existing advisory committees and thanks all past members for their contributions to these advisory committees.

Endorses the transition to a thematic advisory committee model and instructs officers to undertake preparatory work to support this transition. Officers are requested to commence recruitment for members of the newly established committees in early 2026, in accordance with the Council Committee Framework:

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- A healthy and connected community advisory committee
 - An environmentally sustainable city advisory committee
 - A safe and liveable city advisory committee
 - A vibrant and thriving community advisory committee
- 3.6 Authorises the CEO or their delegate, to update names of committees, upon establishment, providing their purpose does not materially change from intended alignment with Council Strategic Priorities. Authorises the CEO to update any relevant strategies, policies, or plans to reflect the updated committee names, ensuring consistency across Council documentation.
- 3.7 Endorses the updated Terms of Reference corresponding to the committee model endorsed in item 3.5.
- 3.8 Requests that that all advisory committees and subject reference groups be adjusted, where practicable, to align with the Council Committee Framework Terms of Reference and updated Terms of Reference.
- 3.9 Remains committed to working with First Nations communities and traditional land-owner groups in the establishment of a First Nations Voice to Council as recommended in the CoPP Reconciliation Action Plan.

4. KEY POINTS/ISSUES

Background

- 4.1 Under the Local Government Act 2020 (the Act), councils are only required to establish and maintain an Audit and Risk Committee. All other committees are optional and may be formed at each council's discretion.
- 4.2 The City of Port Phillip has established advisory committees to engage diverse voices, incorporate lived experience, test ideas, and inform decision-making with subject matter expertise not otherwise represented.
- 4.3 In the absence of a formal policy framework, the establishment and scope of Council's advisory committees have varied over time. Each committee was formed in response to specific needs or Council resolutions, resulting in differing purposes and operating models. For example:
- The Older Persons Advisory Committee (OPAC) was established in 2000 as an outcome of the International Year of the Older Person, celebrated in 1999, to provide advice, advocacy, and feedback on issues affecting the health and wellbeing of older residents.
 - The Multicultural Advisory Committee (MAC) was established in 2019 to advise on matters impacting multicultural communities, refugees, and asylum seekers.
 - The LGBTIQA+ Advisory Committee was formed in 2021 to support the development of Council's LGBTIQA+ Action Plan.
 - The Youth Advisory Committee (YAC) was also established in 2021 to empower young people with leadership opportunities and ensure youth representation in Council decision-making.
- 4.4 The above-mentioned advisory committees have played a valuable role over their respective lifespans; providing advice to council, advocating for the needs of their



communities and providing input into various Council strategies, policies and projects as well as helped shaped community engagement approaches.

- 4.5 Further detail on advisory committee achievements can be found in respective advisory committee annual reports, published on Council's website.

Advisory Groups – current active vs inactive

- 4.6 The terms of OPAC, MAC and LGBTIQA+ Advisory Committees were extended by a Notice of Motion from the end of the previous Council term (October 2024) to June 2025 to enable these committees to participate as part of the Plan for Port Phillip and budget development process.
- 4.7 At the 11 December 2024 Council meeting, Councillors endorsed an officer recommendation for a review into Council's committees to ensure the model (community cohort based) were still fit-for-purpose and delivering value for the community.
- 4.8 As a result, recruitment seeking new members for the OPAC, MAC and LGBTIQA+ Advisory Committees was paused from the end of June 2025 pending the findings of the committee review.
- 4.9 The YAC has continued to operate with recruitment for new members taking place throughout early 2025.

Review of Existing Advisory Committees

- 4.10 With the commencement of a new Council term and the adoption of a new Council Plan, Council identified an opportunity to assess whether the current advisory committee model remains fit for purpose and aligned with evolving strategic priorities.
- 4.11 In response, officers undertook a comprehensive review of the existing model, including analysis of relevant legislation, Council-endorsed strategies and policies, and engagement with committee members, Councillors, and secretariat officers.
- 4.12 The review evaluated governance effectiveness, strategic alignment, and identified opportunities to strengthen committee operations, engagement, and support.
- 4.13 It also highlighted inconsistencies across committees in areas such as governance, influence, membership composition, equity, officer resourcing, and member expectations.
- 4.14 To support the review, officers developed a research paper (Attachment 2) assessing the current community cohort-based model through multiple lenses, including:
- Relevant legislation (e.g. Local Government Act 2020, Victorian Disability Act 2006, Victorian Aboriginal and Local Government Strategy 2021–2026)
 - Council policy commitments (e.g. Accessibility Action Plan, Reconciliation Action Plan, LGBTIQA+ Action Plan, Positive Ageing Policy)
 - Community profile and equity gaps
 - Gender Impact Assessment (GIA)
 - Benchmarking with other M9 councils
 - Survey feedback from current advisory committee members
 - SWOT analysis of the existing model



- 4.15 The absence of a clearly defined consistent purpose and scope for advisory committees has led to a fragmented approach, resulting in unintended inequities, such as:
- Inconsistent reporting: While Council officers prepare annual reports for their committees, ongoing reporting relies on the appointed Councillor Delegate, leading to variability in how committee advice is conveyed to Council.
 - Resourcing: Officer resourcing requirements vary significantly across committees, depending on their scope, frequency of meetings, and administrative needs.
 - Limited recognition of intersectionality: The previous “siloes” model asked members to focus on a single aspect of their identity, potentially overlooking the broader lived experiences and intersecting identities that shape community perspectives.
 - Gaps in representation: The current model does not include dedicated advisory committees for First Nations or Disability communities, limiting opportunities for these groups to provide structured input into Council decision-making.

Proposed Committee Framework

- 4.16 Based on the findings of the review Officers recommend introducing a Council Committee Framework to provide clear, consistent guidance on the establishment, purpose, scope, and operation of Council committees.
- 4.17 To date, Council has lacked a unified framework for forming and managing advisory committees, resulting in varied practices and expectations
- 4.18 The proposed framework aligns committee governance with strategic documents such as the Plan for Port Phillip 2025–2035, promoting consistent engagement and positioning committees to contribute meaningfully to Council’s long-term goals.
- 4.19 The framework clarifies roles and responsibilities, promotes inclusive participation, and outlines processes for committee establishment, terms of reference, and review.
- 4.20 The framework is intended to provide clear guidance to councillors, officers, committee members and the community on the purpose, scope, objectives, and roles of Council committees. It supports more consistent and transparent committee operations and aligns with the strategic direction set out in the Plan for Port Phillip 2025–2035.
- 4.21 The Committee Framework defines council’s committees into two groups:
- **Advisory Committees** are formally established by Council resolution in the first year of each Council term to support the delivery of Council Plan priorities. They provide strategic or technical advice that complements staff expertise and operate under adopted Terms of Reference outlining their purpose, scope, objectives, and required skills. Membership includes at least one Councillor and representatives from the Port Phillip community or relevant organisations, appointed by Council.
 - **Reference Groups** are formed to provide subject-specific advice on emerging issues or defined topics. Sponsored by a Councillor, they operate with a more flexible governance model and lighter resourcing. Reporting is informal -typically through verbal briefings or Councillor notes - and their insights help inform policy development and community engagement.

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4.22 A summary table of the key differences between advisory committee and reference groups proposed in the Council Committee Framework:

	Advisory Committees	Reference Groups
Purpose	Strategic input aligned with Council Plan	Subject-specific support for ongoing objectives
Established by	Council resolution	Council resolution
Terms of Reference	Endorsed by Council resolution	Endorsed by Council resolution
Membership	Endorsed by Council resolution	Endorsed by Council resolution
Filling of casual vacancies approved by	Responsible Manager	Responsible Manager
Councillor Involvement	Up to 2 Councillors members	Councillor Sponsor, with optional attendance
Council Officer Support	Formal support (~8 hours/meeting)	Varies; typically less formal support
Duration	Reviewed with Council term (sunset clause)	Reviewed with Council term (sunset clause)
Chair	Committee Member	Reference Group Member
Meeting Frequency	Scheduled (max. 8 times/year)	Flexible, based on subject requirements
Working Group	Yes	No
Reporting to Council	Annual report tabled at Council meeting Reports by Councillor Delegates Informal meetings of Council	Informal updates via Councillor sponsor and officers
Record of Meetings	Formal Minutes	Meeting notes
Engagement Role	Community champions Co-design engagement approach to support broader reach of impacted communities	Technical, subject specific advice as required



- 4.23 Council committees are intended to complement, not replace, broader community engagement processes. They are one of several mechanisms for gathering input and should not substitute for wider consultation with affected individuals or communities.
- 4.24 Council acknowledges that advisory committees are not fully representative engagement tools. Broader engagement must continue in accordance with the Community Engagement Policy.

Options for Committee Structures

- 4.25 In addition to reviewing the current structure, Councillors also requested a comparative analysis between the existing community-cohort-based model and the thematic model used by neighbouring council Glen Eira. The full comparative analysis can be found in attachment 3. A summary of the comparative analysis is outlined below:

Model 1 (current model used at Council): Community-cohort-based committees

- This model focuses on elevating the voices of traditionally under-represented communities by convening cohort-specific committees. It provides a safe and inclusive environment for rich lived-experience insights and fosters strong community trust, though its structure may limit cross-committee collaboration and alignment with broader strategic priorities.
- Under this model, the YAC would continue and the three advisory committees currently on pause, would be reconstituted:
 - o Older Persons Advisory Committee
 - o LGBTIQ+ Advisory Committee
 - o Multicultural Advisory Committee
- Under this model, a Disability Advisory Group will also be established. People living with a disability have been identified as being under-represented in Council engagement activities, highlighting the need for more deliberative engagement.

Model 2: Thematic Committees (model used by Glen Eira Council)

- This model organises committees around key council priorities, drawing on a combination of lived experience and subject-matter expertise to inform policy in areas such as climate change, safety, and social cohesion. It offers clearer alignment with strategic goals and encourages interdisciplinary dialogue but may require additional resourcing and deliberate outreach to ensure inclusive participation.
- Should this model be the preferred option, previous committee members across the community cohort advisory committees would be invited, and encouraged, to apply to be a member of the new thematic committees, supporting knowledge continuity and sharing with the new thematic committees.
- Under this model, four thematic advisory committees would be established based on Council Plan priorities:
 - o A healthy and connected community
 - o An environmentally sustainable city
 - o A safe and liveable city
 - o A vibrant and thriving community

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4.26 A comparative summary table of the two advisory committee models:

Feature	Model 1: Community-cohort-based Committees (current)	Model 2: Thematic Committees
Structure	Separate committees based on cohort/personal identity traits	Committees organised around key council priorities
Core Objective	Elevate voices of traditionally under-represented and hard to reach groups that experience barriers to participation.	Generate expert and lived experience advice on thematic policy areas, and with deliberate recruitment could enable intersectionality
Membership Source	Community members selected for lived-experience credentials	Community members with lived experience/credential plus stakeholders and subject-matter experts recruited for thematic expertise
Plan for Port Phillip Alignment	Committees advise on issues affecting their cohort. Opportunity to better align with Plan for Port Phillip, and council strategies and projects	Mirrors council's strategic plan themes
Current Status	Proposed framework; Established Terms of Reference, active participation and institutional memory	Proposed framework; requires new terms of reference, outreach, and onboarding including ensuring that committees operate in a culturally safe and inclusive manner to ensure diverse representation
Intersectionality Built In	Varied across each cohort; currently minimal crossover reported between cohorts	Depends on outreach; not guaranteed without targeted measures
Resourcing Implication Note: Resourcing considerations would also be subject to number of committees under each model. Both models would benefit on agreed officer resourcing parameters	Lower transition cost All Advisory Committees are currently centred in one division	Higher setup and facilitation costs Could be distributed across divisions, which could distribute workload more evenly



Terms of Reference Updates

- 4.27 Terms of Reference documents for each advisory committee will either be updated or drafted to reflect the new Council Committee Framework based in the preferred committee model. Examples of both are attached:
- LGBTIQA+ Advisory Committee (attachment 4)
 - A Safe and Liveable City Advisory Committee (attachment 5)

Reference Groups

- 4.28 Preliminary findings from the review indicate that reference groups are functioning effectively and continue to provide valuable contributions within their subject-specific areas of focus.
- 4.29 While the scope of this review has focused primarily on advisory committees, officers identified confusion caused by inconsistent naming conventions across reference groups. To address this, group names will be standardised to clearly reflect their purpose and ensure alignment with the proposed Committee Framework.
- 4.30 Under the proposed framework, the requirement for a Councillor delegate has been replaced with a Councillor sponsor model, allowing for more flexible engagement. The framework also clarifies key operational aspects of reference groups, including recruitment processes, officer support, and administrative expectations
- 4.31 Subject to the governing Framework being endorsed, there may some minor updates to the way Reference Groups operate, reducing the officer resourcing required to administer them.

Additional Committees

- 4.32 The research paper identified Port Phillip's disability community as being typically under-represented in community engagement activities. Currently, there is no formal mechanism in place to consistently capture the views and lived experiences of people with disability.
- 4.33 Establishing a more formal mechanism to amplify the voices of people with disability would strengthen Council's engagement with this community and support the development and implementation of the Accessibility Action Plan 2026–2030.
- 4.34 If the community cohort model (Option 1) is adopted as the preferred advisory committee structure, a Disability Advisory Committee will be established in addition to the existing community cohort advisory committees. If the thematic model (Option 2) is preferred, officers will explore approaches to effectively recruit and engage members of Port Phillip's disability community across relevant thematic advisory committees.
- 4.35 The research paper also identified Port Phillip's First Nations community as being typically under-represented in community engagement activities.
- 4.36 The City of Port Phillip's third Reconciliation Action Plan (RAP) 2025–2027 includes a commitment to "explore how a Voice to Council can embed meaningful participation from First Peoples in a local government setting."
- 4.37 Recognising the significance and depth of work required to establish a culturally appropriate and inclusive Voice to Council, this matter sits beyond the scope of the current review.



- 4.38 Council remains committed to working with First Nations communities and traditional land-owner groups in the establishment of a First Nations Voice to Council that supports meaningful and ongoing engagement.

5. CONSULTATION AND STAKEHOLDERS

- 5.1 Former advisory committee members, Council officers, and Councillors have been consulted and have provided input and feedback throughout the review and committee model development process.
- 5.2 The proposed transition to a thematic committee model has been shared with the former Chairs and Deputy Chairs of the LGBTIQA+, Multicultural and Older Persons advisory committees for feedback.
- 5.3 Officers received three pieces of feedback from engagement on thematic models, summarised below:
- Voices of intersectional/underprivileged communities: How can we ensure appropriate representation to ensure these voices are heard?
 - Diversity: How can we ensure that a thematic model comprises enough diverse voices and opinions?
 - Cultural safety: how do you ensure cultural and psychological safety in forums where there might be cultural and socioeconomic imbalances?
- 5.4 Officers also received feedback around the potential disestablishment of the Youth Advisory Committee (YAC) should Council transition to a thematic committee model:
- “YAC offers a unique and valuable structure that goes beyond traditional advisory roles. It functions as a program where young people not only develop skills and engage civically but also lead initiatives and advocate for youth needs within our community. This dual-purpose model has been instrumental in shaping events like the Youth Summit, which was built with direct guidance from our YAC. Transitioning to a thematic model could represent a significant step backwards, potentially undermining the depth of engagement and leadership opportunities that our current structure provides.”

6. LEGAL AND RISK IMPLICATIONS

- 6.1 Under the Local Government Act 2020, Council is only required to establish and maintain an Audit and Risk Committee.
- 6.2 While not mandated by legislation, the development of Terms of Reference for all Council committees reflects Council’s commitment to good governance. These documents provide clear guidance on committee purpose, composition, roles, responsibilities, and operational procedures - ensuring transparency, accountability, and consistency in decision-making and community engagement.
- 6.3 The proposed Council Committee Framework further strengthens Council’s governance practices by introducing consistent standards across all committees. It helps mitigate operational and reputational risks by clarifying expectations, improving oversight, and ensuring committees operate within defined strategic and administrative parameters.

7. FINANCIAL IMPACT

- 7.1 Adoption of the Council Committee Framework is expected to improve clarity around officer resourcing requirements for both advisory committees and reference groups.



- 7.2 If the thematic advisory committee model is endorsed, officer time and resources will be required to establish and support four new committees. Minor funding may be needed to support recruitment activities and promote membership opportunities to ensure inclusive and representative participation.

8. ENVIRONMENTAL IMPACT

- 8.1 There is no environmental impact as a result of this report.

9. COMMUNITY IMPACT

- 9.1 Advisory committees play a valuable role in strengthening community outcomes. They provide a platform for members to contribute their knowledge and lived experience, build networks, and help shape Council decisions that lead to more inclusive, responsive, and informed policies and services.
- 9.2 The proposed models offer different ways to engage with the community, each with distinct impacts:
- A community cohort-based advisory committee model places lived experience at the centre of decision-making. It ensures people from under-represented or hard-to-reach communities - including First Nations people, people with disability, and culturally diverse groups - have a direct and ongoing voice in shaping Council priorities. This supports equity, inclusion, and the right of all people to participate in civic life.
 - A thematic advisory committee model would require more targeted and deliberate engagement to ensure diverse voices are included. This approach relies on tailored outreach and inclusive recruitment strategies, aligned with Council's Community Engagement Policy, to uphold the rights of all residents to be heard.

10. GENDER IMPACT ASSESSMENT

- 10.1 A GIA has been completed as a result of this report with the below high-level findings:
- People with disability face greater barriers when it comes to participating in Council planning and decision-making.
 - There are extra barriers to engagement for migrant women, particularly older women, from religious and culturally diverse backgrounds.
 - Council currently has a Youth Advisory Committee but no specific avenue to engage regularly with people under 25 in Port Phillip.
 - The voices and perspectives of people from lower socio-economic backgrounds or neighbourhoods are less likely to participate in Council planning and decision-making

11. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 11.1 An Engaged and Empowered Community
- 11.2 The development of a new Council Committee Framework provides clear guidance to the establishment, scope and operation of Council's committees.
- 11.3 The review of Council's advisory committee model has been undertaken in to ensure Councillors feel like they have the necessary input from the community to be able to make informed decisions.

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12. IMPLEMENTATION STRATEGY

12.1 TIMELINE

- 12.1.1 Following the endorsement of either Option 1 or Option 2, officers will take the necessary steps to prepare for committee recruitment.
- 12.1.2 Given the time of year, officers will begin the recruitment process for the preferred advisory committee model in early 2026.
- 12.1.3 Committee members must be endorsed by Council prior to the committee commencing operations.
- 12.1.4 If the community cohort model is the preferred committee model, a separate paper exploring the feasibility of establishing Disability Advisory Committee will be presented as soon as practicable following the adoption of this paper.

12.2 COMMUNICATION

- 12.2.1 Previous advisory committee members will be notified by email of whichever advisory committee model is preferred.
- 12.2.2 Council's advisory committee webpage will be updated with instructions on how to apply for membership to Council's various advisory committees.

13. OFFICER MATERIAL OR GENERAL INTEREST

- 13.1 No officers involved in the preparation of this report has declared a material or general interest in the matter.

ATTACHMENTS

- 1. Council Committee Framework  [Download](#)
- 2. Advisory Committee Review Research Report  [Download](#)
- 3. Comparative Analysis of Advisory Committee Models  [Download](#)
- 4. Community Cohort-AC-ToR(sample)  [Download](#)
- 5. Thematic-AC-ToR(sample)  [Download](#)

City of Port Phillip Council Committee Framework



Description	A framework to provide guidance for the establishment and operation of council committees.
Responsible area	Governance
Version	One
Date approved/adopted	November 2025
Planned review date	Full review: 2029

1. Purpose

This framework supports Council in upholding good governance and effectively managing its various committees. It outlines how committees can be formed and defines the limits of their responsibilities and scope.

2. Scope

This framework applies to the operation of committees established by the Council which fall into one of the following categories:

- Advisory Committees
- Reference Groups

For the avoidance of doubt, this policy does not apply to:

- a delegated committee established under section 63 of the Act
- a joint delegated committee established under section 64 of the Act
- an Audit and Risk Committee established under section 53 of the Act
- a CEO Employment Matters Committee established under section 45 of the Act
- an external body or organisation to which Council is entitled or invited to appoint a delegate as its representative (e.g. South Melbourne Market Committee).

3. Definitions

Term	Definition
Act	The Local Government Act 2020
Advisory Committee	Means a group established by Council to provide expert advice and community input that informs strategic priorities under the Council Plan.
Committee Chair	Means the appointed leader of a committee, responsible for facilitating meetings, guiding discussions, and ensuring the committee operates effectively
Committee Administrator	Means the Council officers who provide administrative support, coordinate meetings, prepare agendas and minutes, and assist with reporting.
Committee member	Means an individual appointed to a committee who contributes expertise, insights, or community perspectives to support Council decision-making.

City of Port Phillip Council Committee Framework



Consensus	A general agreement among a group of people or community
Council	Means the City of Port Phillip
Delegated Committee	Means a committee with delegated authority established under section 63 or a Joint Delegated Committee under section 64 of the Act
Reference Group	A subject-specific group established by Council to provide targeted advice on emerging issues, operating under a flexible governance model.
Relevant organisation	An external body, agency, business, or institution with expertise or interest in a committee's focus area, often represented through membership or consultation.

4. Framework

The Local Government Act 2020 requires only an Audit and Risk Committee be established and maintained by local councils. All other committees are at the discretion of each council and are not required under legislation. The City of Port Phillip Council recognises the important role committees can play when it comes to engaging the community in council decision making.

Committees are established at the City of Port Phillip to assist the Council in achieving its community vision and priorities, by providing strategic advice based on their lived-experience insights. Council Committees have no delegated authority; they cannot make decisions or form policy on behalf of Council, cannot direct Council officers in the discharge of their responsibilities and are not responsible for expenditure.

Council's Committees and Reference Groups are to be seen as an adjunct to any community program and should not be interpreted as a sufficiently representative method of engagement for the affected persons or communities.

Committee Types

Advisory Committees and Reference Groups are groups established by the City of Port Phillip to support Council in fulfilling its strategic and engagement objectives. These groups do not hold decision-making authority, cannot form policy on behalf of Council, and do not direct Council officers or manage expenditure. Their role is to provide advice, insight, and community perspectives on matters relevant to Council's priorities.

- *Advisory Committees* are established by Council to provide expert advice and community input that informs the development and implementation of strategic priorities under the Council Plan. Operating within a defined governance framework, they may include appointed Councillors and are supported by Council officers who provide policy guidance and administrative coordination. Committees report to Council through various channels, with the annual report serving as a key tool for transparency and accountability.
- *Reference Groups* are established by Council to offer subject-specific advice on defined topics or emerging issues. Each group is sponsored by a Councillor and operates under a more flexible governance model. With lighter resourcing and informal reporting, such as verbal briefings and councillor notes, Reference Groups contribute targeted insights that inform policy development and community engagement.

City of Port Phillip Council Committee Framework



Summary of Advisory Committee and Reference Groups:

	Advisory Committees	Reference Groups
Purpose	Strategic input aligned with Council Plan	Subject-specific input for ongoing objectives
Established By	Council resolution	Council resolution
Terms of Reference	Endorsed by Council resolution	Endorsed by Council resolution
Membership	Endorsed by Council resolution	Endorsed by Council resolution
Filling of casual vacancies approved by	Responsible Manager	Responsible Manager
Councillor Involvement	Up to 2 Councillors members	Councillor Sponsor, with optional attendance
Council Officer Support	Formal support (8 hours/meeting)	Varies; typically less formal support
Duration	Reviewed with Council term (sunset clause)	Ongoing until dissolved by resolution
Chair	Committee Member	Reference Group Member
Meeting Frequency	Scheduled (max. 8 times/year)	Flexible, based on group needs
Working Group	Yes	No
Reporting to Council	Annual report tabled at Council meeting Reports by Councillor Delegates Informal meetings of Council	Informal updates via Councillor and officers
Record of Meetings	Minutes	Meeting notes

City of Port Phillip Council Committee Framework



Engagement Role	Community champions Co-design engagement approach to support broader reach of impacted communities	Technical, subject specific advice as required
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4.1 Advisory Committees

Advisory Committees are established by Council resolution to support the achievement of strategic priorities outlined in the Council Plan. They offer advice that complements the expertise of Council officers by contributing diverse perspectives and specialised knowledge. These Committees enhance decision-making by drawing on insights that may not otherwise be available through internal channels.

4.1.1 Establishment

Advisory Committees are to be established in the first year of the Council term, following the adoption of the Council Plan. An advisory committee can also be established at any time throughout the Council term. Prior to the establishment of any new Advisory Committee (not the continuation of existing committees), a report shall be prepared setting out the case for its establishment.

At a minimum, the report is to include:

- why it is required, its purpose and objectives
- a terms of reference for the committee
- the membership composition of the committee, including how a diverse range of experiences and views will be achieved
- any training costs (see below)
- consideration of travel reimbursement for members to/from meetings to support equity of participation and in-person attendance
- the resourcing (staffing and budget) implications of the committee's operation

4.1.2 Composition

Membership of Advisory Committees is to include:

- up to 2 Councillors
- 6 (minimum) to 12 (maximum) members of the Port Phillip community; including
 - o representatives of relevant organisations based in Port Phillip or serving the Port Phillip community (where possible)

Committee administrators are responsible for providing any necessary assistance to ensure barriers to participation in Council Committees are reduced.

In particular, the Committee Administrator shall ensure that selection processes and meeting arrangements do not discriminate against participants based on the protected characteristics set out in the Equal Opportunity Act 1994.

Examples of such assistance might include a flexible meeting schedule to suit participants, use of accessible venues, provision of support for languages other than English or assistance with transport to/from meetings.

City of Port Phillip Council Committee Framework



4.1 3 Membership

Role and selection of Councillors

Council will appoint Councillor representation, by resolution, at the beginning of each Council term. By default, Councillors should remain as the Councillor Delegate for the respective Committees for the entirety of the term unless Council resolves to reassign appointments throughout the term.

The role of Councillors is to participate in the meetings and listen to stakeholder and community views (as relevant) and act as the spokesperson for the group when reporting back to Council.

Councillors who have not been appointed to the advisory committee by Council, may attend in an observer role only. An observing Councillor cannot actively participate in any discussion and may only speak if called upon by the Chair to speak.

Role and selection of community members

An Expression of Interest (EOI) process should be used to recruit committee members. Where possible, recruitment of committee membership should ensure diverse community representation. Where possible, recruitment will consider intersectionality by looking to include members with a diverse range of:

- Age
- Cultural identity
- Disability status
- Gender
- Geographic location (from across the municipality)
- Religion
- Sexual orientation
- Socio-economic background (education, employment, family makeup and housing status)

Where an EOI process does not yield the desired diversity of members (or is not suitable due to the purpose and specific membership requirement of the committee), a more targeted recruitment approach may need to be employed (via community specific channels) to ensure greatest community representation.

Representatives from organisations based in Port Phillip or serving the Port Phillip community should also be considered during the recruitment process.

Community members will be recommended by a panel comprising of the relevant level 4 manager and other officers who will assess applicants against selection criteria outlined during recruitment, ensuring consideration for diversity and intersectionality principles during the selection process.

The proposed Committee members will be recommended to Council via a report, with Council to provide final endorsement. Membership will be aligned with the Council term and be dissolved at the end of the term.

In event a committee is reconstituted, members may re-apply for consecutive terms, supporting knowledge continuity and deepening expertise over time. Re-appointments should be balanced with the recruitment of new members, allowing for fresh voices and ideas.

Casual vacancies which occur due to external members being unable to complete the full term of their appointments may be filled by co-opting suitable candidates from a previous selection process or running a new recruitment process for the remainder of the previous incumbents' terms. The relevant GM will have the authority to appoint a recommended candidate from a shortlist for the remainder of the previous incumbent's term.

City of Port Phillip Council Committee Framework



Committee members on the Youth Advisory Committee must hold a valid volunteer Working With Children Check. It is recommended that members on other committees also hold a valid volunteer Working With Children Check.

In the event that any Advisory Committee seeks to appoint Committee members who are under the age of 18, all Committee members must hold a valid volunteer Working With Children Check.

Parent or legal guardian consent must also be received from any committee member who is under the age of 18.

External community representatives unable to attend a committee meeting are not able to nominate a proxy.

Role of Council Officers

Council officers will provide operational support to committees by way of committee administration. Officers will be nominated by the relevant General Manager.

Council officers will only support committees by:

- Administration related to membership recruitment
- Coordinating meetings and venues
- Arranging meeting catering (where approved by relevant GM)
- Compiling and distributing meeting agendas
- Attending meetings and taking notes
- Drafting and distributing meeting minutes
- Support Councillors in reporting back to Council
- Support the production of the committee's annual report

Officer support should not exceed 0.1 FTE or 1 day/ fortnight.

Advisory Committees have no delegated authority. Officers supporting these committees are not to take direction from Councillors or individual committee members.

When there is a Councillor present, a level 3 or 4 Council officer from the respective service areas should be involved to support meeting facilitation and guide discussion.

Role and selection of the Chair and Deputy Chair

The Council officer responsible for the Advisory Committee must facilitate the election of the Chair and Deputy Chair

At the first meeting of the Advisory Committee, the Council officer will invite nominations for the Chair and Deputy Chair positions

Voting must be carried out either by show of hands or via anonymous vote, with a simple majority of votes for each position.

In the interest of managing Councillor workloads and promoting professional development, independent community members should be appointed to the roles of Chair and Deputy Chair. In some instances, there may be the need for joint Chairs, one Councillor and one community member.

In the event independent community members do not want to be appointed to the roles of Chair and Deputy Chair, the Councillor delegate may be appointed to the role.

The positions are to be agreed to by all members and will be for a term of 12 months. The Chair and Deputy Chair positions shall be reviewed annually.

The Chair's responsibilities are to:

City of Port Phillip Council Committee Framework



- Propose the meeting schedule to support forward planning of committee activities.
- Attend and chair all meetings of the committee.
- Ensure the committee's business is conducted in an orderly manner in compliance with its Terms of Reference
- Create a culturally safe environment.
- Encourage participation from all members present at the meeting.
- Direct any person to be excluded from a meeting for any item of business, for example, on grounds of confidentiality.
- Review and approve the committee's minutes.

4.1.4 Committee Operation

At its second meeting, the committee must adopt a Terms of Reference containing a clearly defined purpose and scope. Once endorsed by the committee, the Terms of Reference must then be endorsed by Council. The committee must always operate in accordance with its Terms of Reference. Neither the Committee, nor its members, may speak on behalf of Council.

Meeting Schedule

As a guide, meetings should be held every six weeks to 3 months (a maximum of eight meetings per year). This is aimed at balancing operational resourcing and Councillor time commitments.

The schedule of meetings will be agreed upon at the first meeting of the Committee following the annual appointments of Councillors to Committees. Scheduling must consider the availability of members to enable the majority of committee members to regularly attend. This includes scheduling meetings out-of-business hours if agreed to by the committee.

Committees will hold an annual planning session to develop a work plan for the coming year, that has clear alignment with Plan for Port Phillip and any relevant Strategies and Policies. This planning session may be additional to the permissible maximum of eight meetings per year.

Provisions should also be made to be able to host committee meetings in a 'hybrid' style (via Teams) to enable members to join remotely if they are unable to attend meetings in person.

Extraordinary meetings (outside the agreed schedule of meetings) may be called by the Chair to discuss an item that cannot reasonably be deferred to the next meeting (e.g. pressing deadline).

Meeting Procedure

Meetings will follow standard meeting procedure protocols, which are in summary:

- Commence on time and conclude by the stated completion time
- Be scheduled and confirmed in advance with all relevant papers distributed (as appropriate) to each member
- Encourage fair and reasonable discussion, participation and respect for each other's views
- Focus on the relevant issues at hand, staying within the scope as outlined in the Committee's Terms of Reference; and
- Identification and management of any conflicts
- Provide advice to Council as far as possible on a consensus basis where possible.

Voting and quorum

While recommendations should generally be developed through consensus, there may be times when voting is required to settle on a position relating to a particular recommendation. When this occurs, the differing opinions and votes for and against should be clearly expressed in the minutes of the meeting. All members shall have full and equal voting rights unless a member is unable to vote due to a conflict of interest.

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A quorum of any meeting will be at least three independent members (which may include the Chairperson) and at least one Councillor. If more than 50 percent of active committee members are absent, the Chair or Deputy Chair may elect to reschedule the meeting or conduct the meeting with present members, recording absences in the minutes.

Agendas and Minutes

Compiling the agenda for a meeting of an Advisory Committee will be undertaken by the Council officers providing administrative support to that Committee, with final approval of the agenda by the Chair of the Committee.

- any member of the Committee may submit an item for inclusion on the agenda of a committee meeting through the Council officer providing administrative support to the Committee.
- the item must be submitted in writing (in hard copy or e-mail), at least seven business days prior to the date of the scheduled meeting.
- agendas and supporting documents will be circulated to all Committee members five business days prior to the date of the scheduled meeting.

Minutes of the meetings will be taken by a Council officer. The draft minutes must be:

- submitted to the Chair for confirmation within 10 working days of the meeting;
- distributed to all Committee members following confirmation from the Chair

The minutes must:

- contain details of the proceedings and recommendations made
- be clearly expressed
- be self-explanatory
- incorporate relevant reports or a summary of the relevant reports considered by the committee; and
- minutes of meetings can be tabled at any Council Meeting during agenda item 'Reports by Councillor delegates'

Public Attendance at Meetings

The Advisory Committee is not required to give public notice of its meetings, and its meetings are not open to the public. The Committee may invite observers to meetings from time to time. This is at the discretion of the Chair. Guests with relevant expertise or lived experience may also be invited to attend and participate at meetings; this would generally be for a specific purpose and/or specified period of time. This is at the discretion of the Chair.

4.1 5 Budget and Remuneration

Committee Budgets: Any budgetary allocation is at the absolute discretion of the relevant General Manager who is responsible for the Advisory Committee. This may include budget for venue hire (external) and catering. Budget must not be used for the payment of fees for external members or presenters.

Remuneration: As a general rule, no remuneration will be paid to independent committee members. Council may resolve to remunerate independent committee members via the Council report requesting the establishment of the committee. Councillors appointed to advisory committees are entitled to claim expenses in line with the Councillor Expenses and Support Policy.

Budget submissions:

Advisory committees may provide feedback as part of the annual budget bid process via HaveYourSay. Budget feedback provided by advisory committees will be treated in the same way as any other community budget feedback.

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Conduct and Conflicts

Committee Members are expected to support the objectives of the Committee and participate in meetings in a positive and constructive manner. In performing the role of Advisory Committee member, a person must:

- Act with integrity
- Impartially exercise their responsibilities in the interests of the local community
- Not improperly seek to confer an advantage or disadvantage on any person
- Treat all persons with respect and have due regard to the opinions, beliefs, rights and responsibilities of other persons
- Commit to regular attendance at meetings; and
- Not make improper use of information acquired because of their position or release information that the member knows, or should reasonably know, is confidential information

Committee Members who are repeatedly unable to agree with or support the advice of the Committee are advised to consider their ongoing membership of the Committee. The Chair may also terminate the term of a committee member, in consultation with the relevant Council officer, if a committee member is not complying with expected values and behaviours.

The Councillor Model Code of Conduct and Employee Code of Conduct applies to respective Councillors and council officers.

The conflict of interest and confidentiality provisions in the Local Government Act 2020 apply to all members.

Councillors are required to disclose conflicts of interest in accordance with:

- Part 6, Division 2 of the Local Government Act 2020 (Vic) and
- Chapter 5 of the Governance Rules

Where an external community member has a conflict of interest or perceived conflict of interest in relation to a matter before the committee, the community member must disclose the matter to the group before the matter is considered or discussed. The external community member must then leave the meeting until the matter is dealt with. Disclosure must include the nature of the interest and be recorded in the meeting minutes.

4.1 6 Role in Community Engagement

Council's Committees are to be seen as an adjunct to any community program and should not be interpreted as a sufficiently representative method of engagement for the affected persons or communities.

Advisory Committees can be engaged during the co-design of the engagement approach (where relevant), ensuring the approach reaches the most under-represented people within the community. This is aimed at enabling the advisory committee members to be 'community champions' for the respective policy, project or strategy for which the community is being consulted on.

Advisory committee members will then be invited to engagement activities alongside the broader community, rather than being provided with exclusive opportunities to provide input, supporting equity within the community.

4.1 7 Committee Administration

Governance

Advisory Committees operate under an adopted terms of reference, drafted in accordance with the Council Committee Framework. The Terms of Reference sets out the purpose, scope and

City of Port Phillip Council Committee Framework



objectives of the group's activities as well as any specialist skills, lived experience and knowledge requirements for membership. Membership will be appointed by Council resolution.

Reporting

There are three mechanisms for Advisory Committees to report back to Council:

- Annual Report: Advisory Committees must present an Annual Report to Council which highlights the achievements of the Committee throughout year in line with the Committees objectives outlined in their Terms of Reference. A combined Annual Report is encouraged for advisory committees that sit within the same responsible division.
- Reports by Councillor Delegates: A Councillor may request support from the committee's supporting officer in drafting a report to table at a Council meeting. Such a report should include any notable activities and highlights from recent committee meetings as well as the respective minutes from these meetings.
- Informal meetings of Council: Committees are encouraged to work with their respective Council support officer to present to the Councillor group. This may include:
 - o Inviting all Councillors to a committee meeting or;
 - o A presentation to Councillors on a Council business day

Committee lifecycle

As Advisory Committees exist for the purposes of achieving priorities set out in the Council plan, they have a sunset clause, with membership being dissolved at the end of each council term.

Governance will brief Councillors on Advisory Committees at the start of each new Council term to seek guidance for the advisory committee model for the term.

Council may resolve to dis-establish a committee at any time if it is deemed to no longer serve a relevant function.

4.2 Subject Reference Groups

Subject Reference Groups are established by Council resolution to provide specialised advice aligned with ongoing objectives. Comprised of members with recognised subject matter expertise, typically gained through formal education, professional experience, or technical proficiency. these groups contribute focused insights that enhance Council's understanding of complex or evolving issues.

4.2.1 Establishment

Subject Reference Groups may be established at any time. Prior to the establishment of any new Subject Reference Groups (not the continuation of existing groups), a report shall be prepared setting out the case for its establishment.

At a minimum, the report is to include:

- why it is required, its purpose and objectives;
- a draft terms of reference for the committee;
- the proposed membership composition of the group, including how the membership will help support the groups objectives; and
- the resourcing (staffing and budget) implications of the committee's operation

4.2.2 Composition

Membership of Reference Groups is to include:

- up to 1 Councillor (optional)

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- 6 (minimum) to 12 (maximum) members of the Port Phillip community including:
 - o representatives of relevant organisations based in Port Phillip or serving the Port Phillip community (where possible)

Committee administrators are responsible for providing any necessary assistance to ensure barriers to participation in Council Committees are reduced.

In particular, the Committee Administrator shall ensure that selection processes and meeting arrangements do not discriminate against participants based on the protected characteristics set out in the Equal Opportunity Act 1994.

Examples of such assistance might include a flexible meeting schedule to suit participants, use of accessible venues, provision of support for languages other than English or assistance with transport to/from meetings.

4.2.3 Membership

Role and selection of Councillors

Councillor appointments to reference groups is optional. Instead, Reference Groups will have a nominated Councillor sponsor, by resolution, at the beginning of each Council term. By default, Councillors should remain as the Councillor sponsor for the entirety of the term unless Council resolves to reassign appointments throughout the term.

The role of Councillors is to participate in the meetings and listen to stakeholder and community views (as relevant) and act as the spokesperson for the group if there is a requirement to report back to Council.

Role and selection of community members

Recruitment of Reference Group members will be via a public Expression of Interest process (EOI). Where possible, recruitment should support intersectionality by looking to include members with a diverse range of:

- Age
- Cultural identity
- Disability status
- Gender
- Geographic location (from across the municipality)
- Religion
- Sexual orientation
- Socio-economic background (education, employment, family makeup and housing status)

Representatives from organisations based in Port Phillip or serving the Port Phillip community should also be considered during the recruitment process.

Community members will be recommended by a panel comprising of the relevant level 4 manager and other officers who will assess applicants against selection criteria outlined in the recruitment, ensuring consideration for diversity and intersectionality principles during the selection process.

The proposed group members will be recommended to Council via a report, with Council to provide final endorsement.

Members may nominate for successive terms without restriction, supporting knowledge continuity and deepening expertise over time.

Casual vacancies which occur due to external members being unable to complete the full term of their appointments may be filled by co-opting suitable candidates from a previous selection process or by conducting a new process for the remainder of the previous incumbents' terms. The relevant

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GM will have the authority to appoint a recommended candidate from a shortlist for the remainder of the previous incumbent's term.

In the event that any Reference Group seeks to appoint group members who are under the age of 18, all Committee members must hold a valid volunteer Working With Children Check.

External community representatives unable to attend a committee meeting are not able to nominate a proxy.

Role of Council officers

Council officers will provide operational support to groups by way of committee administration. Officers will be nominated by the relevant General Manager.

Council officers will only support committees by:

- Administration related to membership recruitment
- Coordinating meetings and venues
- Arranging meeting catering (where approved by relevant GM)
- Compiling and distributing meeting agendas
- Attending meetings and taking notes
- Drafting and distributing meeting minutes
- Support Councillors in reporting back to Council (if required)

Officer support should not exceed 0.05 FTE or 1 day/ month.

Reference Groups have no delegated authority. Officers supporting these committees are not to take direction from Councillors or individual committee members.

When there is a Councillor present, a level 4 Council officer from the respective service areas should be involved to support meeting facilitation and guide discussion.

Role and selection of the Chair and Deputy Chair

As per the process for Advisory Committees. See above.

4.2.4 Committee Operation

At its second meeting, the group must adopt a Terms of Reference containing a clearly defined purpose and scope. Once endorsed by the committee, the Terms of Reference must then be endorsed by Council. The committee must always operate in accordance with its Terms of Reference. Neither the Committee, nor its members, may speak on behalf of Council.

Meeting Schedule

Reference Group meetings will be held as required. This may be as few as two meetings per year, not exceeding eight meetings per year. Scheduling must consider the availability of members to enable the majority of committee members to regularly attend. This includes scheduling meetings out-of-business hours if agreed to by the committee.

Provisions should also be made to be able to host committee meetings in a 'hybrid' style (via Teams) to enable members to join remotely if they are unable to attend meetings in person.

4.2.5 Meeting Procedure

As per the process for Advisory Committees. See above.

4.2.6 Agendas and Minutes

As per the process for Advisory Committees. See above.

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4.2.7 Public Attendance at Meetings

As per the process for Advisory Committees. See above.

4.2.8 Budget and Remuneration

As per the process for Advisory Committees. See above.

4.2.9 Conduct and Conflicts

As per the process for Advisory Committees. See above.

4.2.10 Role in Community Engagement

As per the process for Advisory Committees. See above.

4.2.11 Committee Administration

Governance

Reference Groups operate under an adopted terms of reference, drafted in accordance with the Council Committee Framework. The Terms of Reference sets out the purpose, scope and objectives of the group's activities as well as any specialist skills, lived experience and knowledge requirements for membership. Membership will be appointed by Council resolution.

Reporting

Formal reporting for Reference Groups is not required. Officers supporting reference groups are encouraged to submit Councillor Notes to make Councillors aware of any group activities or highlights. Reference Groups may also invite their nominated Councillor sponsor to a group meeting to present on a particular topic, or to report back to council.

Committee lifecycle

Reference Groups exist for the purposes of achieving ongoing objectives as set out in the groups Terms of Reference. As such there is no sunset clause.

Council may resolve to dis-establish a committee at any time if it is deemed to no longer have a relevant function.



5 Responsibilities

Party	Roles and Responsibilities
Council	- Approval of the establishment of Advisory and Reference Groups - Appointment of members to Advisory and Reference Groups - Consideration of continuation of established Advisory Committees - Consideration of establishment of new Advisory Committees - Recission of Reference Groups
Individual Councillors	- Attend meetings in a listening capacity - Support meaningful engagement of the group - Bring committee/ group advice, insights and feedback to the broader Council
CEO or relevant General Manager	Appointment of members to advisory committees in event of a casual vacancy
Level 3/4 Council Officer	Support admin officers and help guide discussion at meetings when Councillor present
Committee Administrators	Administrative support to the group
Governance Team	- Annual desktop review of existing groups/committees - Committee structure recommendation at the commencement of each Council term
Committee Members	Adherence to the respective committee/group terms of reference
Chair	Attend and chair all meetings of the committee or group

6 Relevant Documents

Legislation - Local Government Act 2020 - Equal Opportunity Act 1994 - Royal Commission into Victoria's Mental Health System
Council Documents - Plan for Port Phillip 2024 - 2025 - Community Engagement Policy - Committee/Group Terms of Reference

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Advisory Committee Review Research Report



Executive Summary

Introduction

This research paper has been prepared to inform Council's Advisory Committee Review and provide the evidence base for considering a new, fit-for-purpose advisory committee model.

Research methods

Various research methods were used to gather and analyse information. These included a review of the legislative context, Council's policy commitments, changes to City of Port Phillip's community profile, gaps in community representation and stakeholder engagement, benchmarking with other Melbourne councils, and feedback from incumbent advisory committee members. Key findings from this body of research were then used to formulate recommendations to inform development of a new advisory committee model.

Key findings

Legislative review

A review of relevant legislation, including the Local Government Act 2020, Gender Equality Act 2020, Disability Discrimination Act 1992, Victorian Disability Act 2006, Victorian Aboriginal and Local Government Strategy 2021 – 2026, Victorian Charter of Human Rights, and Royal Commission into Mental Health, identified several key priorities and requirements for Council. These include the importance of meaningfully engaging diverse communities, as well as promoting inclusive decision-making by the people who may be affected by a decision ('nothing about us, without us'), involving people with lived experience of inequality and disadvantage, and applying an intersectional approach.

Policy commitments

In reviewing Council's policy commitments, including the Accessibility Action Plan (AAP), Reconciliation Action Plan (RAP), LGBTIQ+ Action Plan and Positive Ageing Policy, a common theme is the commitment to increase representation and full and direct participation of those with lived experience in Council decision-making and advisory groups. Notably, in the RAP, Council has made a commitment to deepen our understanding of self-determination and embed meaningful participation of First Peoples in our practice. Beyond existing action plans, the review highlighted the need to support new Council Plan commitments on social cohesion, community safety and development of a multicultural strategy. The review found that advisory committee members are not managed within the scope of Council's Volunteer Management Framework.

Community profile, equity and gaps in representation

Our current advisory committee model provides a voice and opportunity for participation in decision-making to representatives of LGBTIQ+, older persons, young people and multicultural communities, but there are gaps in engagement and advisory mechanisms to hear from other disadvantaged cohorts, notably First Peoples, and people with disability.

While the size of a population cohort is important - 33% of CoPP's residents are born overseas, 24.9% aged over 55 years and a higher than average proportion of our community identify as LGBTIQ+, numbers alone do not speak to experiences of discrimination and disadvantage.

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Benchmarking with other M9 Councils

In comparison with other M9 Councils, COPP has many of the same advisory committees. However, CoPP is the only Council (aside from Hobson's Bay) not to have a Disability Advisory Committee and the only Council (aside from Hobson's Bay and Moonee Valley) not to have a First Nations / Reconciliation Advisory Committee. Of note, City of Yarra has a Committees Policy that outlines the distinction between Advisory Committees (Council-appointed) and Community Reference Groups (CEO/GM-appointed), a model that is also being implemented by City of Stonnington.

Survey of existing advisory committee members

As part of the review, 17 responses were received to a survey of advisory committee members representing older persons, youth, multicultural and LGBTIQ+ committees. Multiple respondents commented that membership should be more representative and reflective of diversity within their communities. There was recognition that current committee membership tends to reflect individuals who are from more advantaged backgrounds, well-educated, and often single, highlighting a gap in representation from people with diverse and intersectional lived experiences. Suggested improvements included fostering greater collaboration and supported interactions across committees, hosting joint events, enhancing communications and officer support, and strengthening feedback loops. Additional ideas included improving recruitment, induction and training processes, acknowledging the voluntary nature of member contributions, and ensuring committees are clearly aligned with Council policies, strategies, or plans.

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Legislative review

Council's approach to inclusive and meaningful engagement is guided by a range of legislative and policy frameworks. These include

- Local Government Act 2020
- Gender Equality Act 2020
- Disability Discrimination Act 1992
- Victorian Disability Act 2006
- Royal Commission into Victoria's Mental Health System
- Victorian Charter of Human Rights
- Victorian Aboriginal and Local Government Strategy 2021–2026

Together, these frameworks establish a foundation for human-rights-based, intersectional, and community-led engagement practices. They reinforce the importance of self-determination, cultural safety, and genuine participation, ensuring decisions are informed by those most affected and that engagement is respectful, inclusive, and effective.

Local Government Act 2020 and meaningful engagement

Victoria's Local Government Act 2020 (Sections 55 & 56) requires local governments to engage with their communities and stakeholders on a range of Council policies, plans and projects (Section 56). The Local Government Act (2020) requires Councils in Victoria to have a Community Engagement Policy to guide their approach to community engagement.

Gender Equality Act 2020

The Gender Equality Act 2020 (the Act) requires Victorian public sector organisations to progress gender equality in the workplace and in the community.

Section 6(8) of the Act outlines that "gender inequality may be compounded by other forms of disadvantage or discrimination that a person may experience based on Aboriginality, age, disability, ethnicity, gender identity, race, religion, sexual orientation and other attributes." The Commission refers to this concept as "intersectional gender inequality" or "intersectionality".

Intersectionality recognises that the causes of disadvantage or discrimination do not exist independently, but intersect and overlap with gender inequality, magnifying the severity and frequency of the impacts while also raising barriers to support.

Organisations are required to apply an intersectional gender lens to their duty to promote gender equality by strengthening intersectional community and stakeholder engagement. For example:

- Organisations should conduct meaningful consultation that obtains intersectional perspectives from within the community. Identify the groups of people with similar intersectional attributes in your gender equality stakeholder map, such as community groups representing different intersectional attributes (Aboriginality, age, disability, ethnicity, gender identity, race, religion, sexual orientation, and other attributes). [Duty to promote gender equality | genderequalitycommission.vic.gov.au](https://www.genderequalitycommission.vic.gov.au/duty-to-promote-gender-equality)

Disability Discrimination Act 1992 and Victorian Disability Act 2006

The [Disability Discrimination Act 1992](#) makes it a legal requirement for local government to provide equal access to employment, public buildings and spaces (such as parks, footpaths etc.), goods, services and facilities. Under the Victorian [Disability Act 2006](#), Council is required

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to prepare a disability action plan (ours is called an Accessibility Action Plan). A disability action plan must identify actions to remove physical barriers for people with a disability and is also designed to increase employment, tangibly change community attitudes and promote inclusion and participation of people with disability in the community.

Royal Commission into Mental Health

Recommendation 15 of the Royal Commission into Victoria's Mental Health System (final report delivered in February 2021) recognised that communities are best placed to understand and drive local social inclusion and connection efforts to support mental health and wellbeing. It recommended the Victorian Government establish and recurrently resource 'community collectives' (now known as Social Inclusion Action Groups) in each of Victoria's 79 local government areas. The rollout of these will be phased. CoPP has not been listed as one of the first 15 LGAs. We do not currently have a timeline for roll out in CoPP as it is dependent on State Government funding.

Social Inclusion Action Groups

Social Inclusion Action Groups are community led groups that make decisions and develop solutions at a local level to support social connection and inclusion.

Each group is intended to:

- identify local needs, existing initiatives and gaps related to social connection and social inclusion.
- test, develop and support a range of funded initiatives that prevent social exclusion and support community participation, inclusion and connection.
- promote mental health and wellbeing through place-based coordination and activities/initiatives addressing social inclusion and connection.

Each Social Inclusion Action Group (SIAG) will be supported by a local government coordinator and a Local Social Inclusion Investment Fund. The coordinator works with community members and leaders to deliver community-led initiatives that foster local participation, inclusion and connection.

SIAGs should reflect the communities in which they operate, including:

- people from a broad and diverse range of community members and local leaders of all ages and backgrounds, Aboriginal and Torres Strait Islander people and those from LGBTIQ+, disability and culturally diverse communities.
- people with a variety of lived and living experiences including experience of mental illness, psychological distress, addiction and/or social exclusion, isolation and discrimination.

Priority groups within the community include those who may be more likely to experience social exclusion. These include:

- young people
- single parents
- people who are not in education, training or employment
- people from Culturally and Linguistically Diverse Communities (especially refugees)
- Aboriginal and Torres Strait Islander people
- people with a disability
- LGBTIQ+ communities
- older people.

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A stand-alone SIAG will bring together community members and leaders into a new group that will work to understand social inclusion and connection needs. The group will also make decisions about and fund initiatives in the local community. Each LGA should work to identify suitable Aboriginal partners to determine the best use of the Aboriginal Social Inclusion Investment stream, supporting the principles of self-determination.

The Royal Commission states that community members should be remunerated for their time and the contribution they make to SIAGs.

Human-rights-based approach and the Victorian Charter of Human Rights

The Charter is a Victorian law that sets out the basic rights and responsibilities of all people in Victoria. The Charter is about the relationship between the government and the people it serves. Twenty fundamental human rights are protected in the Charter.

Public authorities must act compatibly with the human rights in the Charter. This is known as the 'substantive' obligation for a public authority and applies to actions that we must undertake day-to-day in our work.

'Nothing about us, without us'

The motto "nothing about us without us" originated with disability rights advocates and has been strongly tied to the disability rights movement for decades. Founded in human rights, it encourages participation in decision-making by the people who may be affected by a decision. This helps ensure that decisions are based on evidence rather than assumptions. Genuine participation in decision-making and the development of government action – as opposed to a 'top down' approach – helps ensure that decisions and actions can be successfully implemented on the ground and deliver meaningful outcomes. As best human rights practice, where possible and appropriate, people who may be affected by the decisions and actions of public authorities should have the opportunity to participate in the process. This should include the people who may directly benefit or be affected by a decision or action, and the people who will be responsible for implementing it. See page 17 of [Resource-Charter guide for VPS-Jan 2024.pdf](#)

For more information visit: [The Charter of Human Rights and Responsibilities: A guide for Victorian Public Sector Workers](#)

Victorian Aboriginal and Local Government Strategy 2021 – 2026

The Victorian Aboriginal Local Government Strategy (the Strategy) is a roadmap towards self-determination for Aboriginal Victorians, local councils, and the Victorian Government. The United Nations Declaration on the Rights of Indigenous Peoples defines self-determination as "the ability for Indigenous people to freely determine their political status and pursue their economic, social, and cultural development".

The Strategy's main aim is to help local councils recognise and enable Aboriginal self-determination. It acknowledges the four enablers needed to achieve self-determination, set out in the Victorian Aboriginal Affairs Framework 2018- 2023 (VAAF) and the Self-Determination Reform Framework:

- Prioritise culture;
- Address trauma and support healing;
- Address racism and promote cultural safety; and
- Transfer power and resources to communities.

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Aboriginal Victorians still face many barriers to self-determination. Reconciliation can't be achieved until shared history is understood, barriers to self-determination are identified and removed, and Aboriginal people have control of decisions that affect their lives.

Relationships are strengthened when the Victorian Government and local councils genuinely and respectfully engage with and listen to Aboriginal Victorians, and when Aboriginal Victorians have leadership opportunities and pathways to self-determination.

For more information: [Victorian Aboriginal Local Government Strategy 2021-26](#)

The Municipal Association of Victoria is in the process of establishing a First Peoples Expert Advisory Panel. The Panel will provide cultural leadership, guide decision-making, and embed First Peoples' perspectives in MAV's work. It will also contribute to the development of policies, advocacy and initiatives that support and guide local government.

Council's Policy Commitments

The City of Port Phillip is committed to fostering inclusive, equitable, and community-led engagement across all areas of civic life. This commitment is reflected in a range of strategic plans and frameworks that guide how we engage with diverse communities, including people with disability, LGBTIQ+ communities, First Peoples, older adults, multicultural communities, and volunteers. These include the

- Accessibility Action Plan 2023–2025
- LGBTIQ+ Action Plan 2023–2026
- Reconciliation Action Plan 2025–2027
- Positive Ageing Policy 2023–2027
- Our Statement of Commitment to Multiculturalism

Each plan is aligned with broader state and national strategies - such as *Inclusive Victoria*, *Pride in Our Future*, and the *Victorian Aboriginal and Local Government Strategy 2021–2026* - and is underpinned by principles of self-determination, intersectionality, cultural safety, and the human rights-based approach of “nothing about us without us.” Together, these frameworks ensure that lived experience informs Council decision-making, and that all community members have equitable opportunities to participate in shaping the future of our city.

Accessibility Action Plan (AAP) 2023 to 2025

In the AAP, under Focus Area 3: Council as an ally, Outcome ‘an engaged and empowered disability community’, there is a strategy to “Ensure equitable opportunities to participate in the engagement and civic decision-making processes of Council.” There are two relevant actions:

- Action 3.1 Enhance support for community members with disability to participate in council meetings and in community engagement processes.
- Action 3.2 Investigate options for Council to establish a forum for effective, on-going participation of community and disability sector representatives, to inform Council decisions on policy and services.

Our AAP is aligned with *Inclusive Victoria - State Disability Plan 2022 to 2026*. The State Government's Plan as well as our AAP are both required under the Disability Act 2006 (Vic).

The State Plan acknowledges people with disability are often excluded. They experience segregation and ableism in all areas of community life. They face multiple barriers to inclusion and full and equal participation. These barriers affect all parts of a person's daily life.

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Page 24 of the State Plan: Building genuine inclusion means changing the way we do things. It means having people with disability at the table when we design policies, programs and services. It means working with Aboriginal people with disability and listening to what works best for them and their communities. It means recognising the way ableism intersects with other forms of structural discrimination and understanding what that means for the way we design and deliver services.

In keeping with the principle of nothing about us without us, partnering with people with disability in policy, program and service design and delivery will support increased inclusion and more informed decision making and investment.

This should include:

- Increasing representation of people with disability across government boards and advisory groups – this will include a focus on increasing the diversity of representation of people with disability.

LGBTIQA+ Action Plan 2023 to 2026

City of Port Phillip's first LGBTIQA+ Action Plan 2023 to 2026 was developed in partnership with our LGBTIQA+ Advisory Committee and sets out how we will work toward creating an inclusive city that is responsive to the diverse needs of LGBTIQA+ people.

Principles in the Plan include:

Diversity and intersectionality: Ensuring the diversity of identities, attributes, experiences and abilities are valued and included in the design, implementation and evaluation stages of Council activities.

Nothing for us or about us without us: Advancing the paramount importance of the full and direct participation of those with lived experience, while recognising the value of active allyship. Acknowledging and building on LGBTIQA+ communities' capabilities, supporting leadership and connection, and providing safe spaces to share lived experience.

- Action 1.2: Engage the LGBTIQA+ Advisory Committee in the planning of key mainstream festivals and events, to ensure such events are safe, welcoming and inclusive, including through promotion and programming (ongoing).
- Action 1.8: Enable the voice of LGBTIQA+ communities in engagement on planning and reviews of Council services, including through the LGBTIQA+ Advisory Committee (ongoing).
- Action 3.1: Support Council's LGBTIQA+ Advisory Committee to identify and respond to issues and opportunities related to LGBTIQA+ inclusion and collaborate with other advisory committees to support intersectionality (ongoing).

Our Action Plan is aligned with *Pride in our future, Victoria's LGBTIQA+ Strategy 2022 to 2032*: [Pride in our future - Victoria's LGBTIQA+ strategy 2022-32 summary](#)

Reconciliation Action Plan (RAP) 2025 to 2027

Our Vision for reconciliation is a City of Port Phillip that prioritises the voice of First Peoples, enables self-determination, and ensures equity, cultural inclusiveness, and culturally safety.

Underpinning our actions in our *Innovate Reconciliation Action Plan* are:

- Improving the accessibility, cultural safety, and responsiveness of Council services for First Peoples living in the City of Port Phillip.

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- Putting the voices of First Peoples at the heart of our future service design and performance and embedding lived experiences and expertise in our work.
- Deepening our understanding of self-determination and embedding it in our everyday practice – a process that will be led by Aboriginal and Torres Strait Islander staff and community members.
- Action 1.5 is to Explore how a Voice to Council can embed meaningful participation from First Peoples in a local government setting.

Positive Ageing Policy 2023 to 2027

Goal 3 of the policy: The contribution of older people from all genders, backgrounds, identities and abilities is respected and valued across our community.

“An inclusive and caring society values the contribution and upholds the rights of older people and fosters their continued engagement in the community. This can be done by providing opportunities to participate in decision-making, and challenging ageism, elder abuse, and inequality in all its forms. Ageism is a key driver of elder abuse and the intersection of ageism with other forms of inequalities and prejudices have a compounding impact.”

Council's commitment in the policy:

3.1 Provide opportunities for older people to participate in civic decision-making and ensure their diverse lived experiences are considered in the development of Council policies, programs and services.

Young people

Council does not currently have a policy or strategy for young people.

Statement of Commitment to Multiculturalism

In 2006, Council endorsed the Statement of Commitment to Multiculturalism, and it was updated in 2011.

In 2022, the City of Port Phillip joined the [Welcoming Cities](#) network and signed a commitment to the Welcoming Cities Standard. Welcoming Cities, an initiative of [Welcoming Australia](#), is a national network of municipalities committed to an Australia where everyone can participate in social, cultural, economic and civic life. Welcoming Cities sets a national standard for cultural diversity, inclusion policy and practice in local government, helping to create communities where everyone can belong.

Social Cohesion, Community Safety and Multicultural Strategy

In response to the Community Panel recommendations and reflecting on updated Council priorities and the Municipal Public Health and Wellbeing Plan, Council's budget for 2025/26 includes additional funding for:

- activities addressing loneliness and isolation, social connection and combating discrimination and racism and antisemitism including fast tracking the delivery of a Multicultural Strategy.
- new actions emanating from the Community Safety Roundtable and the Community Safety Plan.

These are key priorities in the new Plan for Port Phillip 2025-2035 impacting many of our diverse communities.

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Volunteer Management Framework

Council's Volunteer Management Framework aims to ensure that Council volunteers are managed consistently across the organisation and in line with legislative requirements and best practice principles. The Framework includes:

- Volunteer Management Policy
- Volunteer Accountability Structure
- Volunteer Management Procedure
- Volunteer Induction and Safety Handbook

To date, advisory committee members have not been managed under the scope of the Volunteer Management Framework, meaning they are not subject to the same processes of recruitment, screening, induction, training or ongoing management (including recognition) as other volunteers.

For more information, visit the Engaging Volunteers intranet page: [Engaging volunteers - Council Intranet](#)



Our Community profile



Table from the Plan for Port Phillip 2025 to 2035

First Nations

According to the 2021 Census, the Aboriginal and Torres Strait Islander population of CoPP is recorded at 514 people (about 0.5% of the population), with many Aboriginal and Torres Strait Islander people living in St Kilda, South Melbourne and Port Melbourne.

Through our new Reconciliation Action Plan (RAP), Council is committed to:

- Improving the accessibility, cultural safety, and responsiveness of Council services for First Peoples living in the City of Port Phillip.
- Putting the voices of First Peoples at the heart of our future service design and performance and embedding lived experiences and expertise in our work.
- Deepening our understanding of self-determination and embedding it in our everyday practice – a process that will be led by Aboriginal and Torres Strait Islander staff and community members.

Gender

The gender composition of residents in the City of Port Phillip (CoPP) is:

- 51.2% female, 48.8% male
- This is actually 'sex' data not 'gender' data (gender identity data is not collected in the Census, so the number of gender diverse people who live in CoPP is unknown).

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Multicultural

Our cultural diversity is high and increasing. A third of our residents (33%) were born overseas; over half (56%) have at least one parent born overseas. The largest non-English country of birth is India. Our residents come from 164 different birthplaces speaking 126 different languages and dialects. The top five languages spoken at home other than English are Greek, Mandarin, Spanish, Italian and Russian.

2.5% of female residents, compared to 1.8% of male residents, have low English proficiency. This means there are more women in the community with low English proficiency creating additional barriers to accessing information and services for multicultural women.

Our proud history of valuing diversity can't be taken for granted. Some groups experience significant discrimination and barriers to inclusion. The abhorrent terrorist attack in December 2024 on the Adass Israel Synagogue in Ripponlea highlights this fragility.

The City of Glen Eira is home to one of the largest Jewish communities in Victoria with 25,585 people. The City of Stonnington is next with 4,523 people, followed by Port Phillip (3,408). A large percentage of the Jewish community infrastructure is in Port Phillip.

LGBTIQA+

It is difficult to estimate the exact number of LGBTIQA+ people in Port Phillip, as this data is not collected in the ABS Census. However, data from the 2023 Victorian Population Health Survey indicates that a higher proportion of our community (20% of adults) identify as LGBTIQA+ than the Victorian average (11%).

While the recognition and rights of the LGBTIQA+ community have improved significantly, this community still experiences discrimination, harassment, poorer mental health and wellbeing and challenges in accessing appropriate services.

Disability

Compared to the broader Victorian population, our community is physically healthy on some health measures but far worse on mental health and wellbeing measures. According to data from the 2023 Victorian Population Health Survey, 13.1% of people in City of Port Phillip reported living with disability. This is lower than the Victorian average (19.9%) and still equates to over 13,000 people living with disability in our City. People with disability can be excluded from various facets of society such as employment, education, community access and cultural activities. In Australia, one in 10 people with disability (aged 15 years+) report having experienced disability discrimination in the preceding 12 months. There is an approximate 30% employment gap for people with disability in comparison to people without disability of working age. More than a quarter of people with a disability don't leave home as often as they would like to.

Ageing

Our population is ageing with a growing proportion of people aged 55 and over. According to the 2021 Census, 24.9% of our population is aged 55 years and older. Older people are more likely to volunteer and participate actively in the community. However, 34% of people aged 60 and over live alone, higher than the Greater Melbourne average of 24%. Also, while not all people with disabilities are older, disability increases as people age, impacting social inclusion. 2.5% of female residents are aged 75+ and living alone, compared to 1.4% of male residents.

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44% of residents aged 60 years and older were born overseas. Excluding English, the most common languages spoken at home were Greek, Russian, Italian and Polish. The older multicultural community has limited digital and English literacy (some are also illiterate in their own language) so targeted engagement is particularly important. Older multicultural residents require extensive additional efforts due to multiple barriers.

Young people

According to the 2021 Census, 8.6% of the population in Port Phillip is aged 15 to 24. This is lower than the Victorian average of 11.9%. However, the number of young people living in Port Phillip is expected to rise to around 10,000 by 2041, with the expected influx of young people to Fisherman's Bend. Increasingly, young people are residing in high density housing. Young people report significant concerns with mental health, isolation, inequality and discrimination, economic pressures (cost of living, employment, housing) and climate anxiety.

Housing status

According to CoPP's Housing Strategy, 44% of our population is renting with a further 4.7% renting social housing. These are much higher than the figures for Greater Melbourne where 26.8% of the population is renting with a further 2.3% renting social housing.

Family and household type

Our average household size is 1.88 people, which is low compared to the Greater Melbourne average of 2.58 people. This reflects a declining trend.

Our most common household type is Lone persons (41%), and the number is growing, followed by Couples without children (24.7%). These are both higher than the Greater Melbourne averages at 23.7% and 23.5% respectively. However, the proportion of families (both couples and one parent) with children has grown steadily from 17.3% in 2006 to 20.6% in 2021 but remains low in comparison to the rest of Greater Melbourne (43% in 2021).

While living alone is enjoyed by many, it can be an indicator for loneliness and social isolation. Social isolation and loneliness put a person at risk of developing serious mental and physical health conditions. Conversely, poor mental and physical health can contribute to social isolation and loneliness.

Among lone parent households (which are 6% of all households) in Port Phillip, approx. 80% are women-led and 20% are men-led. Single parent families in Australia have on average 47% less disposable income than coupled families.

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Change in household type

Change in household type from
2006 to 2021, City of Port Phillip

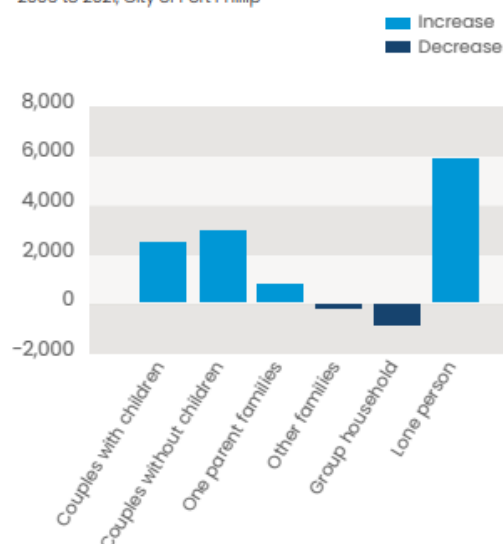


Table from City of Port Phillip's Housing Strategy 2024 to 2039

Numbers versus Equity

There can be different approaches to the identification of priority population cohorts. One approach may be to look at the number and proportion of that population cohort in the community. For example, 33% of CoPP's residents being born overseas, 24.9% being aged over 55 years and 20% identifying as LGBTIQ+ provides a sound rationale for having advisory committees based around multicultural, older persons and LGBTIQ+ communities. However, numbers alone do not speak to levels and experiences of discrimination and disadvantage. Applying an equity^ approach means to consider that people have different needs, and some groups of people may require additional effort and resources to level the field. This is particularly relevant for people with disability, whose voices and experiences are not yet consistently reflected in Council's engagement processes. In the case of First Nations people, the population size is small (less than 0.5% of residents) but due to historical and ongoing impacts of colonisation and intergenerational trauma, First Nations people may experience high levels of disadvantage and have particular unmet needs that warrant an equity-based response by Council.

^Equity: is the absence of unfair and preventable differences between groups of people, whether on the basis of social, economic, geographical or other attributes (for example, gender, ethnicity or disability). Equity recognises that everyone has different needs and interactions of power, which should be identified and addressed to allow everyone to experience their full potential for wellbeing.

World Health Organisation, *Health Promotion Glossary of Terms* 2021, 2021
<https://www.who.int/publications/i/item/9789240038349>

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Stakeholder engagement report

This evidence is taken from a report to Executive Leadership Team (ELT) by the Stakeholder Engagement team in August 2024. This was to report on engagement activities implemented in 2023/24.

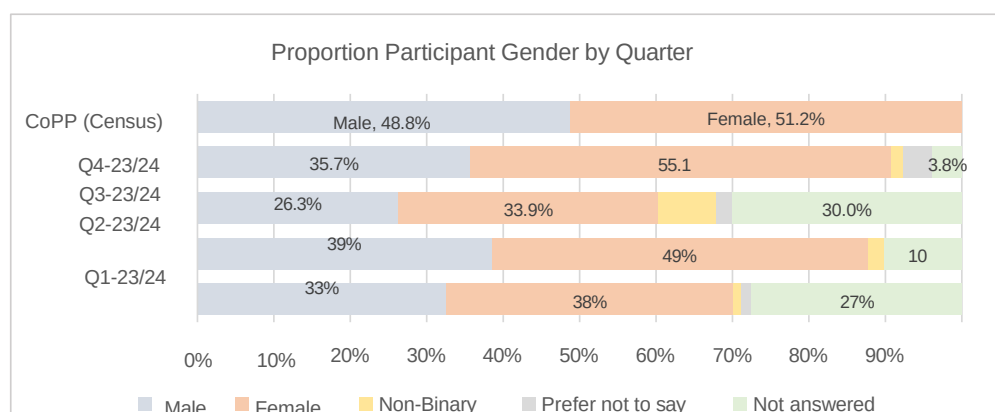
The Stakeholder Engagement Team supported engagement programs for 40 projects /initiatives across Council in 2023-24. Approximately, 8,787 people participated in those 40 engagement programs.

Participant demographics

2023/24 was the first year the Engagement Team has collected comprehensive demographics to understand who is participating in the engagement programs. Having this data helps to assess what work needs to be done to better target the members of the community that we might not so frequently hear from.

Gender

Females (the term used in the report) consistently participate more in Council's engagement programs than males. This is consistent with known broader information regarding higher rates of female participation in civic life. While Census data provides an indication of the spread of gender across the municipality, it does not currently collect information around those identifying as non-binary.



Further, in recent Plan for Port Phillip engagement, 61% of respondents were female, 36% male, 1% non-binary.

Age

The table below shows the age range of engagement participants by quarter, as a percentage of the total participants, in comparison to the Census data collected for the City of Port Phillip.

Across all quarters, people aged between 35 and 49 years old participated the most in engagement activities, followed by those between the ages of 50 and 59.

People aged under 34 years, as well as those over the age of 85 are generally under-represented in our engagement activities and therefore require a more active approach to reaching out directly to ensure they have opportunities to participate.

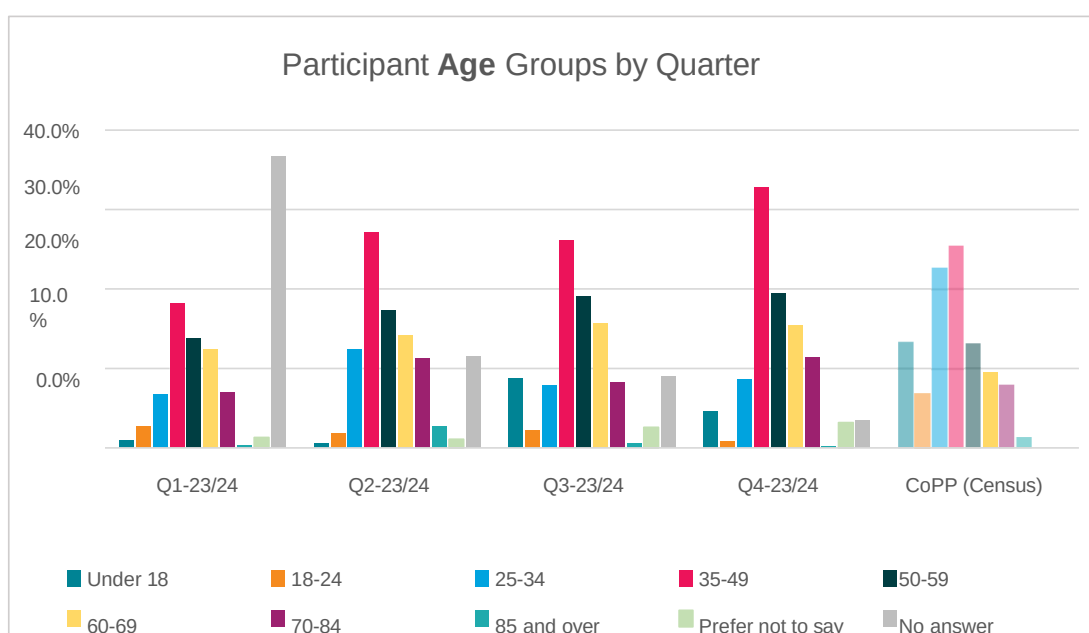
Programs that have successfully engaged various age groups have included targeted approaches to reaching those most impacted and are reflected in participation numbers for

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that quarter. For instance, older people (aged 70 years and older) had a higher rate of participation than usual during Quarter 2 due to the targeted approaches used during the Aged Care Reform engagement program (hardcopy letters, drop-in sessions at the library, visits to seniors' groups, materials translated into 11 languages). Similarly, young people (aged under 18 years) were well represented during Quarter 3 and Quarter 4 because of the targeted approach (facilitated sessions at schools and on-site) used during the consultation period for the redevelopment of the St Kilda Adventure Playground.

While targeted programs yield positive results, ensuring the voices of those most impacted are captured and decisions are reflective of community need, approaches such as these require a considerable amount more resources and time.



Diverse participants

Since the start of Q1 2023/24, a standard question has been asked to better understand the diversity of participants. The question encourages participants to mark if they identify with one or more of the following attributes: speaking a language other than English at home (LOTE), living with a disability, LGBTIQ+, experiencing financial disadvantage or of Aboriginal/Torres Strait Islander background.

People living with disability, LGBTIQ+, financial disadvantage and speaking a LOTE at home had the highest rates of representation during Quarter 2, largely due to the targeted engagement programs for the following initiatives:

Aged Care Reform: Targeted engagement to older people, many living with a disability. Additionally, materials were translated into 11 community languages, reaching more people that speak LOTE.

Inkerman St Safety Project: Targeted engagement to those that speak a LOTE and live close to the area, including translated materials and employing interpreters.

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More work can be done to reach those that speak a LOTE at home, as well as those identifying as experiencing financial disadvantage and those with disability. It should be acknowledged that specifically targeting these groups who might otherwise not engage with Council is often labour intensive and costly, likely requiring additional investment.

The Engagement Team recognise the importance of ACs in providing a platform for quick and effective engagement with pre-established groups to consult with. The Engagement Team estimate that if there were no advisory committees, it would take one week of officer time to engage with hard to reach and missed cohorts. However, with increased commitment to meaningful engagement under the Local Government Act, and with over 40 engagements a year, there is a risk of over burden and burn out of our advisory committees and the risk of hearing from the same people over and over again.

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Benchmarking with M9 councils

In terms of comparison with other M9 Councils, City of Port Phillip is the only Council (aside from Hobson's Bay) not to have a Disability Advisory Committee and the only Council (aside from Hobson's Bay and Moonee Valley) not to have a First Nations / Reconciliation Advisory Committee.

Please refer to the table on the following page which shows the various advisory committees and reference groups that are in place for the M9 Councils:

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	Ageing / Older persons	Young people / children	First Nations / Reconciliation	Gender equality	Disability	Multicultural / Multifaith	LGBTIQA+	Other
City of Darebin*	Active and Healthy Ageing Advisory Committee	Darebin Young Citizen's Jury	Darebin Aboriginal Advisory Committee	Darebin Gender Equity Advisory Committee	Darebin Disability Advisory Committee	Darebin Welcoming Cities Community Reference Group Darebin Interfaith Council	Darebin LGBTIQA+ Advisory Committee	
City of Yarra^	Active Ageing Advisory Committee	X	Yana Ngargna Advisory Committee	X	Disability Advisory Committee	Multicultural Advisory Committee	Rainbow Advisory Committee	Families and Children's Advisory Committee Public and Community Housing Advisory Committee
Merri-bek City Council	Age Friendly Reference Group	Children's Reference Group Youth Facility and Services Steering Committee	First Nations Advisory Committee	Gender Equality Reference Group	Disability Reference Group	X	LGBTIQA+ Reference Group	Human Rights and Inclusion Advisory Committee Affordable Housing Reference Group

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Maribyrnong City Council	Active and Healthy Ageing Community Advisory Committee	Maribyrnong Youth Advisory Committee	Maribyrnong Reconciliation Action Plan Advisory Committee	X	Disability Advisory Committee	X	LGBTIQA+ Community Advisory Group	
City of Moonee Valley	Active Ageing Reference Group	Young People's Committee	X	X	Disability Advisory Committee	Multilingual Reference Group (not a broad multicultural committee)	Pride Reference Group	
City of Melbourne	X	X	First Nations Committee	X	Disability Advisory Committee	X	X	Homelessness Advisory Committee
Hobson's Bay City Council								
City of Stonnington+	X	X	Reconciliation Action Plan Advisory Committee	X	Disability and Access Advisory Committee	X	LGBTIQA+ Advisory Committee	Community Safety Taskforce Economic and Place Development Committee
City of Port Phillip	Older Persons Advisory Committee	Youth Advisory Committee	X	X	X	Multicultural Advisory Committee Multifaith Network	LGBTIQA+ Advisory Committee	

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* City of Darebin has established a number of Community Advisory Committees to facilitate community participation and input into policy and service development, or to assist with facility, project and event management. Community Advisory Committees typically are made up of Councillors (each committee has a Chair and a Proxy), Council Officers and a number of community representatives. The community representatives may be local residents appointed in their own right, or representatives of service authorities, support agencies or community organisations.

^ City of Yarra has a Council Committees Policy: [council committees policy 13052025.pdf](#) It differentiates between:

- **Advisory Committee** (established by Council, includes two Councillors)): means a committee established by Council to enable stakeholder engagement that provides input and guidance to support Council decision-making in accordance with the Council Plan; and a
- **Community Reference Group** (established by Council or CEO/GM, not required to appoint a Councillor): means a committee established by Council to provide advice and facilitate consultation in the delivery of a specific project, policy development or other time limited project in a set period and provide a mechanism to engage with the community to achieve specific pre-determined objectives.

There is no information available on Hobson's Bay City Council's website.

+ A review of City of Stonnington's committee structure was conducted recently (see Council Report on 28 April 2025), with a view to aligning a new structure with their new Committees Policy and establishing an effective mechanism for members of the community to provide advice and feedback to Councillors (via Advisory Committees) and to Council officers (via Working Groups). Some existing committees have been re-established as a working group and others have been discontinued altogether. The Committee review process recommended that the future of five Advisory Committees (shown in table above) be determined at a later date, as these are to be the subject of separate processes.

Advisory Committee Review Research Report



Current Committee Feedback

As part of this review, incumbent City of Port Phillip Advisory Committee members were invited to provide their feedback via an anonymous online survey.

17 individual responses were received, six from Older Persons Advisory Committee (OPAC), five from Multicultural Advisory Committee (MAC), four from Youth Advisory Committee (YAC) and two from LGBTIQA+ Advisory Committee.

When asked to select the most important function / purpose of their advisory committee, the highest response was:

“to advocate to Council on behalf of this sector of the community” (8 responses), followed by “to support the design and delivery of Council services to this sector of the community” (5 responses).

The highest response to the second most important function / purpose of their advisory committee was “to provide specific engagement feedback on Council projects and strategies” (7 responses).

In terms of what respondents enjoy most about being a member of this advisory committee, the highest response was “Being able to be a voice for this sector of the community” (7 responses), followed by “Playing an active and meaningful role in the delivery of services to this sector of the community” (5 responses).

In terms of improvements, multiple respondents commented that membership of committees should be more representative and reflective of the diversity within the community, to address the gaps and missing voices. There was an acknowledgment that current membership is biased towards more advantaged and well-educated people and single people (as opposed to people with families), with a gap around intersectional lived experience. One respondent specifically highlighted the need to focus on equity more than representation.

Other suggested improvements included more collaboration and supported interactions with other committees (to break down silos), joint annual and deeper events, improved communications and support from Council officers and, in particular, closing feedback loops (informing them what was done with their feedback), better recruitment, induction and training for members, greater consideration and recognition of the voluntary commitment, and alignment of committees to a Council policy, strategy or plan. Other suggestions included the need to do benchmarking with other councils (as opposed to just internal review), deciding not just what to change but what important elements to keep (keep what is working well) and the need to update Committee Terms of Reference as part of the review and new model.

In the last open-ended question (other comments), several members reaffirmed their desire for Council to continue with Advisory Committees but to strengthen and expand them (to address gaps). Respondents re-iterated the need to enhance diversity and lived experience representation on the committees, and for Council to adequately recognise volunteer efforts. Several respondents mentioned that members do a lot of work (unpaid) which is quite invisible and goes unrecognised and that Council should do more to inform the community of their important work.

Comparative Analysis of Advisory Committee Models



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Comparative Analysis of Advisory Committee Models



Executive Summary:

Council is currently undertaking a review of its advisory committee framework to strengthen alignment with strategic documents including the Plan for Port Phillip 2025–2035.

This comparative report is intended as an addendum to the formal review process currently underway. It has been prepared in response to Councillor interest in exploring alternative advisory models - specifically, the thematic structure adopted by Glen Eira City Council.

This report assesses two distinct models of advisory committee:

- Model 1: Priority-community-based committees (current model at CoPP) convenes cohort-specific groups to elevate lived-experience insights and ensure representation of traditionally under-represented voices across a range of strategic council priorities and projects. It also provides an opportunity to hear feedback on matters impacting these communities. While this model fosters strong community trust and authenticity, it presents challenges in strategic alignment, intersectional representation, resourcing and cross-committee coordination. There are also number of community group which do not currently have advisory committees (e.g. First Nations and Disability)
- Model 2: Thematic Committees (model used by Glen Eira) organises advisory groups around council priorities such as climate change, safety, and social cohesion. This model offers clearer alignment with strategic goals and encourages interdisciplinary dialogue. However, could require officer resourcing to establish new thematic committees delaying committee re-establishment, and may risk excluding hard-to-reach voices, which is currently unbudgeted. Notably, the thematic committee provides the opportunity to reconsider the spread of committees across the organisation,

The report presents a comparison of the strengths, challenges, risks, and benefits of each model, with a focus on representation, strategic alignment, cultural safety, and operational efficiency.

The key consideration for councillors is balancing factors between authenticity and alignment, the feasibility of resourcing, and the potential risks and benefits of each model.

Comparative Analysis of Advisory Committee Models



Background:

Council officers are currently undertaking a review of advisory committee governance, with the aim of consolidating and aligning committee structures with key strategic documents-including the Plan for Port Phillip 2025-2035 - "Creating opportunities for underrepresented groups, who face barriers to participation and engagement, to inform Council's decision making through our community advisory committees" (p.36).) This alignment seeks to strengthen governance consistency and engagement practices, ensuring committees continue to contribute meaningfully to Council's long-term vision and community priorities.

As part of the review, officers have assessed the current priority-community-based advisory model through the following lenses:

- Relevant legislation (e.g. Local Government Act 2020, Victorian Disability Act 2006, Victorian Aboriginal and Local Government Strategy 2021–2026)
- Council policy commitments (e.g. Accessibility Action Plan, Reconciliation Action Plan, LGBTIQA+ Action Plan, Positive Ageing Policy)
- Community profile and equity gaps
- Gender Impact Assessment (GIA)
- Benchmarking with other M9 councils
- Survey feedback from current advisory committee members
- SWOT analysis of the existing model

In addition to reviewing the current structure, Councillors have requested a comparative analysis between the existing priority-community-based committee model and the thematic advisory committee model used by neighbouring council Glen Eira.

Purpose:

This report presents a side-by-side assessment of two distinct advisory committee structures-Model 1: Priority-community-based Committees (current) and Model 2: Thematic Committees. It is designed to support informed decision-making by providing clarity on how each model:

- Delivers actionable advice aligned with Council priorities
- Shapes representation and intersectionality among community advisers
- Impacts staff resourcing and operational feasibility
- Influences recruitment strategy and member retention

Summary of Models:

The two models under consideration offer contrasting approaches to community engagement and strategic alignment-one grounded in cohort-specific lived experience, the other in thematic policy expertise.

Model 1: Priority-community-based Committees

This model focuses on elevating the voices of traditionally under-represented communities by convening cohort-specific committees. It provides a safe and inclusive environment for rich lived-experience insights and fosters strong community trust, though its structure may limit cross-committee collaboration and alignment with broader strategic priorities.

The City of Port Phillip's current advisory committees are

Comparative Analysis of Advisory Committee Models



- Older Persons Advisory Committee
- Youth Advisory Committee
- LGBTIQ+ Advisory Committee
- Multicultural Advisory Committee

Model 2: Thematic Committees

This model organises committees around key council priorities, drawing on a combination of lived experience and subject-matter expertise to inform policy in areas such as climate change, safety, and social cohesion. It offers clearer alignment with strategic goals and encourages interdisciplinary dialogue but may require additional resourcing and deliberate outreach to ensure inclusive participation.

Desktop review of other councils:

As part of the advisory committee review, officers conducted a desktop scan of governance models across Melbourne's metropolitan councils. This benchmarking exercise aimed to identify prevailing practices across the sector.

Glen Eira City Council stands out as the only metropolitan council (that officers could identify) operating its entire advisory program exclusively through thematic committees.

In contrast, all M9 councils continue to use priority-community-based advisory models. These typically include committees focused on specific cohorts such as youth, older adults, people with disabilities, multicultural communities, LGBTIQ+ groups, and Aboriginal and Torres Strait Islander peoples.

Metropolitan Council	Advisory Committee Model
City of Darebin	Priority-community-based
City of Yarra	
Merri-bek City Council	
Maribyrnong City Council	
City of Moonee Valley	
City of Melbourne	
City of Stonnington	
City of Port Phillip	
Glen Eira City Council	Thematic

Comparative Analysis of Advisory Committee Models



Comparative of Models

Feature Summary Table

Feature	Model 1: Priority-community-based Committees (current)	Model 2: Thematic Committees
Structure	Separate committees based on cohort/identity traits	Committees organised around key council priorities
Core Objective	Elevate voices of traditionally under-represented and hard to reach groups that experience barriers to participation.	Generate expert and lived experience advice on thematic policy areas, and if representative could enable intersectionality
Membership Source	Community members selected for lived-experience credentials	Community members with lived experience/credential plus stakeholders and subject-matter experts recruited for thematic expertise
Plan for Port Phillip Alignment	Committees advise on issues affecting their cohort. Opportunity to better align with Plan for Port Phillip, and council strategies and projects	Mirrors council's strategic plan themes
Current Status	Proposed framework; Established Terms of Reference, active participation and institutional memory	Proposed framework; requires new terms of reference, outreach, and onboarding including ensuring that committees operate in a culturally safe and inclusive manner to ensure diverse representation
Intersectionality Built In	Varied across each cohort; minimal crossover reported between cohorts	Depends on outreach; not guaranteed without targeted measures
Resourcing Implication Note: Resourcing considerations would also be subject to number of committees under each model. Both models would benefit on agreed officer resourcing parameters	Lower transition cost All Advisory Committees are currently centred in one division	Higher setup and facilitation costs Could be distributed across divisions, which could distribute workload more evenly

Comparative Analysis of Advisory Committee Models



Cost/Time Summary Table of secretariat support (estimation only)

Task	Model 1: Community Cohort Committees (current)	Model 2: Thematic Committees
Establishment costs		
Terms of Reference refinement/ development	7.6 officer hours (1 workday)	15.2 officer hours (2 work days)
Committee Framework refinement	N/A (drafted using community cohort model)	7.6 officer hours (1 workday) to update to reflect thematic model
Support transition of responsibility of advisory committees	7.6 officer hours (1 work day) to support officer training for establishment of new Disability AC	45.6 officer hours (8 works days) for materials development and training to support new responsible officers
Recruitment and selection	152 officer hours for a panel to conduct EOI for each community cohort advisory committee	304 officer hours for a panel to develop EOI + targeted recruitment strategy and more rigorous selection process to ensure adequate diversity and intersectionality of membership
Cultural Safety Training	N/A (cultural safety can be presumed given the cohort commonality of committee members)	76 officer hours required to create cultural safe environments for all members, including relevant collateral and training for advisory committee members
Establishment Cost	=167.2 officer hours \$9,363	=448.4 officer hours \$25,110
Ongoing costs		
Annualised Committee administration	7.6 Officer hours (1 workday per meeting) x 8 meetings/ year x 5 advisory committees = 304 officer hours \$17,024	7.6 Officer hours (1 workday per meeting) x 8 meetings/ year x 4 advisory committees = 243 officer hours \$13,619
Total costs		
2026 cost (establishment plus 1 year of operation)	Establishment plus 1x annualised administration cost = 471 officer hours \$26,387	Establishment plus 1x annualised administration cost = 691 officer hours \$38,729
Cost for remainder of Council term until end 2028	Establishment cost plus 3x annualised administration cost = 1079 officer hours – \$60,435	Establishment cost plus 3x annualised administration cost = 1177.4 officer hours – \$65,934

* Costs are based on the Fair Work Pay Guide – Local Government Industry Award (MA000112), using the Level 6 hourly rate for full-time council officers of \$56 per hour. Full-Time Equivalent (FTE) is calculated based on a standard Australian work week of 38 hours, where 1 FTE = 38 hours (7.6 hours equates to 1 workday)

** Secretariat hours are estimated in accordance with the proposed Council Committee Framework, reflecting the maximum number of meetings and anticipated secretariat support requirements.

*** Cost estimates exclude the preparation of annual reports, expenses related to recruitment platforms (e.g., Seek, Ethical Jobs), and General Manager/Manager time to support officers. These costs are expected to be consistent across both models.

Comparative Analysis of Advisory Committee Models



Structure

- Model 1 convenes distinct committees, each composed of members with lived-experience credentials. This model encourages deep, cohort-specific insights but can limit cross-committee collaboration and risks fragmenting intersectional perspectives. This could be mitigated by establishing a once or twice a year meeting of the Chairs of each committee on a Council Plan / thematic basis.

Model 2 establishes advisory committees aligned with strategic themes (e.g., Safety & Social Cohesion, Open Space, Climate Change), recruiting stakeholders based on a blend of lived experience and policy expertise. This thematic structure enables direct alignment with council priorities and fosters interdisciplinary dialogue. However, without deliberate safeguards, it risks diluting distinct cohort voices and may rely heavily on securing a balanced mix of participants.

Core Objective

- Model 1 embeds lived experience into policy discussions by elevating voices from older people and other under-represented or hard-to-reach communities. This ensures Council hears from a wide diversity of perspectives, grounding decisions in real community experiences and strengthening equity in engagement.
- Model 2 focuses on generating expert, strategy-driven recommendations by drawing on a combination of subject-matter specialists and people with lived experience. These insights are designed to align with Council Plan objectives and support targeted policy development.

Membership Source

- Model 1 recruits community members based on lived-experience credentials, which brings authenticity and grassroots relevance. However, technical capacity among members may vary, depending on background and access. To mitigate this, targeted capacity-building support could be provided to ensure all members can contribute effectively regardless of technical background.

Model 2 brings together community members, stakeholders and subject-matter experts based on their lived experience and/or knowledge of key themes. This mix can improve policy outcomes and help align advice with council priorities. However, it may unintentionally leave out people without formal credentials or strong networks, and can reduce visibility of under-represented voices unless clear inclusion strategies are built in. To mitigate this, inclusive recruitment and engagement strategies should be embedded to promote participation from under-represented and less-connected voices. Considerations could also give given to prioritise previous committee members.

Alignment with the Plan for Port Phillip

- Model 1 generates rich, cohort-specific feedback that must be interpreted and mapped onto the broader Plan for Port Phillip. This can create challenges in aligning advice with overarching strategic goals. However, the model can provide project specific guidance and input on the experiences of priority communities, and with some additional governance can more closely align annual plan with council's strategic priorities and the work of other committees.
- Model 2 mirrors council themes from the outset, allowing for more immediate integration of advice into strategic projects. While efficient, this may overlook nuanced concerns unique to specific community cohorts.

Comparative Analysis of Advisory Committee Models



Current Status

- Model 1 is currently operational (albeit on pause whilst review is conducted), supported by defined Terms of Reference, active participation, and institutional memory. It benefits from an existing secretariat model and established engagement pathways. Governance will be further enhanced through the adoption of a Committee Framework. The current model does not include key priority cohorts, such as Aboriginal communities and people with disabilities. Addressing these gaps would require expanded engagement and additional resourcing.
- Model 2 would require new governance structures, including the establishment and embedding of mechanisms that amplify under-heard perspectives and ensure their psychological and cultural safety in participation (e.g. training, embedded equity roles, participation guidelines etc.) and comprehensive onboarding. Setup timelines and initial engagement levels are yet to be tested, and recruitment may prove challenging-particularly in attracting diverse or time-constrained participants.

Intersectionality

- Model 1 supports high intersectionality within each cohort through the recruitment of diverse experiences but offers limited crossover between committees. This can leave intersecting identities / lived experience- such as older, multicultural, LGBTIQ+ individuals-without a clear platform. To mitigate this, cross-committee collaboration mechanisms could be introduced, (e.g. joint forums, sharing of meeting minutes/agendas etc.)
- Model 2 depends on deliberate recruitment strategies to capture multiple lived-experience narratives. Without targeted measures, participation may skew toward more advantaged or professionally connected stakeholders. To mitigate this, inclusive outreach approaches should be embedded from the outset, such as partnering with grassroots organisations, offering flexible participation formats, and removing barriers to entry (e.g. digital access, language support).

Resourcing Implications

- Model 1 is a familiar structure with low transition costs, supported by ongoing secretariat resourcing within a single division. All advisory committees are currently managed under the Community, Wellbeing and Inclusion Division, allowing for some consolidation and streamlining. However, the efficiency of the model is variable in practice. Resourcing across committees is not consistently equitable and is often driven by individual committee dynamics with limited oversight or alignment with broader Council priorities. Clarification and standardisation of resourcing and governance mechanisms would be required to ensure more inclusive and accountable operations.
- Model 2 requires a more substantial upfront investment, including the development of new charters, Terms of Reference, tailored training materials, and mechanisms that amplify under-heard perspectives and ensure psychological and cultural safety in participation (e.g. training, embedded equity roles, participation guidelines). Its establishment will take time and depend heavily on officer resourcing to support recruitment, onboarding, and early-stage management of the new committee structures. Over time, the extent of this investment could be offset by a more streamlined structure, if Model 2 were to propose fewer committees than the existing model. This could reduce duplication and allow internal experts to engage with a single committee on relevant topics, rather than multiple cohort-specific groups.

Comparative Analysis of Advisory Committee Models



Strengths and Challenges Assessment.

Model 1: Priority-community-based Committees

Key strengths	- Ensures descriptive representation by prioritising cohorts often excluded (or hard to reach) from mainstream engagement. - Leverages lived-experience insights to contextualise policy impacts on specific communities. - Existing members exhibit strong commitment, reducing the need for continuous recruitment drives. - Minimal structural change-council staff can continue existing support mechanisms. - Promotes cultural safety through familiar environments and established relationships, helping participants feel respected, valued, and secure in sharing their perspectives.
Potential Challenges	- Risks siloed advice where committees focus on demographic-specific issues rather than cross-cutting policy themes. - Councillors may need to synthesise overlapping recommendations from multiple cohorts. - Limited direct alignment with the council's strategic plan themes, potentially diluting focus on priority areas. - Some advisory committees have experienced ongoing recruitment challenges. - Intersectional voices (e.g., young, multicultural, LGBTQIA+ persons) may struggle to find an appropriate forum. - Requires multiple committees to ensure broad representation, which can be resource intensive. Key cohorts, such as Aboriginal communities and people with disabilities, are currently missing and must be included to achieve true representativeness.
Benefits of staying	- Maintains continuity and trust with existing cohort representatives - Builds on established relationships and lived-experience credibility - Risks can be addressed through additional controls
Risks of staying	- May perpetuate fragmented advice and dilute strategic focus - Strategic priorities may be sidelined in favour of cohort-specific concerns without robust alignment to strategic frameworks - More committees required to meet true representation

Model 2: Thematic Committees

The following strengths, weaknesses, and opportunities analysis highlights how thematic committees deliver targeted, priority-aligned recommendations and foster cross-stakeholder collaboration, yet require significant resourcing and may marginalise hard-to-reach voices.

Key strengths	Aligns advisory input explicitly with council priorities, enhancing the relevance and immediacy of recommendations.
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Comparative Analysis of Advisory Committee Models



	• Potential to draw expertise from diverse backgrounds into a single conversation on a policy theme. • Simplifies reporting by consolidating advice streams under thematic umbrellas. • Encourages collaboration across stakeholder groups invested in a given theme. • Allows officers to present to a single, thematically aligned committee rather than multiple advisory groups, streamlining consultation and reducing duplication. • Potentially minimises the number of committees required if you link it just to strategic directions
Potential Challenges	• May marginalise individuals lacking professional credentials or discretionary time, cutting off hard-to-reach voices. • transition effort will be required, including drafting foundational documents, recruiting new members, and building cross-divisional buy-in. • Uncertain uptake in recruitment of thematic committees - council may struggle without clear personal or community “ownership.” • Paid participation often required to attract suitable members, which is currently unbudgeted •
Benefits of transitioning	• Enables sharper focus on strategic priorities and policy outcomes • Encourages broader collaboration and innovation across themes • May reduce the number of advisory committees
Risks of Transitioning	• Loss of cohort-specific insights and lived-experience representation • Risk of disengagement from existing committee members, and general community backlash • Council has a requirement under its Reconciliation Action Plan (RAP) to consider an Aboriginal Advisory Committee. If Council adopts a thematic advisory model, it will need to determine whether this dedicated committee continues or if First Nations representation is instead embedded within each thematic group. This shift would require careful management to ensure cultural safety, continuity of engagement, and that First Nations voices remain central and not diluted across broader themes. • Transitioning to Model 2 may present a cultural safety risk, as shifting away from cohort-specific committees may dilute safe spaces for under-represented groups unless inclusive practices are intentionally embedded.

Comparative Analysis of Advisory Committee Models



Shared challenges/considerations:

Both priority-community-based and thematic advisory committees face common challenges around governance, resourcing, inclusivity, and impact. Shared considerations include:

- Improved governance is essential for the success of both models. A clear Committee Framework and robust Terms of Reference, including a well-defined scope are needed to prevent committees from drifting off-track and ensure effectiveness.
- Both approaches require dedicated officer time and budget for member recruitment, meeting preparation, minutes, capping committee numbers, setting realistic meeting cadences; and tracking costs keep operations sustainable.
- Both models should seek to embed intersectionality in recruitment and offering flexible participation options ensures that overlapping identities and hard-to-reach voices are included in any advisory model.
- Tailored outreach strategies, flexible schedules, and recognition incentives may be required to attracting and retaining a diverse, engaged committee membership.
- Regular monitoring and evaluation-using attendance rates, diversity metrics, and policy impact KPIs-helps measure effectiveness and guides timely improvements.
- Clear feedback loops between committees, councillors, and the broader community should be built in to ensure that advice is communicated, acted upon, and reported back.
- Both models are at risk of over-reliance, being used as the 'go-to' source of feedback. Advice and input sought of advisory committees should be considered alongside other stakeholder engagement channels.

Councillor Considerations:

As Council evaluates its preferred model for advisory committees, the following questions may assist in guiding decision-making:

- Representation & Inclusion: Does the current priority-community-based model adequately capture the voices of intersectional and emerging communities, or are some identities still under-represented? What are the risks of changing this?
- Strategic Alignment: How effectively is committee advice being integrated into Council's strategic priorities, and would a thematic structure improve this alignment without compromising lived-experience input?
- Resourcing & Feasibility: Is Council prepared to allocate the officer time and budget required to establish, recruit for, and manage thematic committees-including the potential need for paid participation?
- Community Trust & Continuity: What are the risks of disengagement or dissent if existing committees are disbanded or significantly restructured, and how might Council mitigate these risks?
- Timelines & Transition: Given the setup demands of Model 2, would Council be comfortable with a delayed re-establishment of advisory groups and the uncertainty around initial engagement levels?



LGBTIQA+ Advisory Committee

Terms of Reference
Version 1, 2025



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Responsible Service / Department: [Insert text]

Council Contact: [Position Title]

Date of Council adoption:

[Insert Text]

Date Advisory Committee established:

[Insert Text]

Document Set ID (ECM):

[Insert Text]

Review date:

Every four years in line with council term.

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Name	Document Set ID (ECM)	Date	Description of Edits
Name of document	#	DD/MM/YYYY	Description of changes

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1. Purpose, scope and objectives

The LGBTIQ+ Advisory Committee will provide advice to Council, offering additional perspectives, to help guide the achievement of Council's strategic priorities as identified in the Plan for Port Phillip 2025 – 29. It will use the lived experience, expertise and knowledge of Port Phillip's gender and sexuality diverse communities, Council staff, local organisations and networks of LGBTIQ+ identifying members to:

- Provide advice and feedback on relevant Council policies, plans, programs and services that impact or that may potentially impact LGBTIQ+ identifying people.
- Provide LGBTIQ+ identifying people and allies with a forum to voice their concerns, needs, and ideas to Council.
- Provide Council and other local community-based service providers with an effective channel of communication to reach LGBTIQ+ identifying communities.
- Support the effective co-design of communication, engagement and consultation with LGBTIQ+ identifying communities.
- Act as community advocates and champions, strengthening the awareness of Council services that support the community and encouraging LGBTIQ+ identifying individuals to be more involved with local issues.

2. Composition

The Advisory Committee shall comprise:

- *Up to two* Port Phillip Councillors
- *Two Council* officers, including:
 - Coordinator Diversity, Equity and Inclusion
 - Social Policy and Gender Equity Advisor
- *Up to 12 community* representatives

Additional Council staff from across the organization may be involved in the Committee as required to ensure a whole-of-organisation approach.

The Committee will be convened for an initial term of 3 years.

Committee members may resign at any time. Notice of resignation is to be provided in writing to Council staff representatives and the Chair.

The Committee may determine to remove a member who has failed to attend four meetings without having submitted an apology OR has failed to attend 50% of meetings over the course of a year, even if an apology is provided.

2.1 Role and selection of Councillor/s

Council will appoint Councillor representation, by resolution, at the beginning of each Council term. By default, Councillors should remain as the Councillor Delegate for the respective Committees for the entirety of the term unless Council resolves to reassign appointments.

The role of Councillors is to participate in the meetings and listen to stakeholder and community views (as relevant).

Councillors who have not been appointed to the Advisory Committee by Council, may attend in an observer role only. An observing Councillor cannot actively participate in any discussion and may only speak if called upon by the Chair to speak.

2.2 Role and selection of Council officer/s

The Community Wellbeing division will have the responsibility for the LGBTIQA+ Advisory Committee.

Council officers will provide administrative support and advice to the Committee. Officers will be nominated by the relevant General Manager as required to provide advice and administrative support to the Committee.

Where a meeting of the Advisory Committee is considered an 'informal meeting of councillors' under Council's Governance Rules (Chapter 6 (1)), the relevant General Manager is responsible for ensuring a Council officer submits the Informal Meeting of Councillors Form to the Governance Department as soon as practicable, so a record of the meeting can be included in the upcoming Council agenda.

2.3 Role and selection of external members

Eligible external community representatives will:

- Identify as a member of the LGBTIQA+ community
- Involvement in the wider community with strong community networks and connections.
- Demonstrated ability to participate constructively in an advisory role.
- Good knowledge and understanding of local issues relevant to the Committee's focus.
- *Add as many lines as needed to build criteria for membership*

As well as representatives from:

- Relevant local organisations (E.g. Vic Pride Centre)

Eligible external community representatives will live, work and/or study in Port Phillip and have work, personal or volunteer experience across a range of relevant areas. The approach and method for appointing external representatives will include the following:

- An EOI advertised through print, online and social media.
- Applicants must make application using either an online or hard-copy form.
- Where possible, recruitment of committee membership should ensure diverse community representation, in accordance with Council's Committee Framework.
- Community members will be recommended by a panel comprising of Manager Safety and Amenity and other Council Officers who will assess applicants against selection criteria outlined during recruitment ensuring consideration for diversity and intersectionality principles during the selection process.
- The proposed Committee members will be recommended to Council via a report, with Council to provide final endorsement.
- Casual vacancies which occur due to external members being unable to complete the full term of their appointments may be filled by co-opting suitable candidates from a previous selection process for the remainder of the previous incumbents' terms. The responsible General Manager will have the authority to appoint the recommended candidate to the committee for the remainder of the previous incumbent's term.
- In the event that any Advisory Committee seeks to appoint Committee members who are under the age of 18, all Committee members must hold a valid volunteer Working With Children Check.
- External community representatives unable to attend a committee meeting are not able to nominate a proxy.

2.4 Role and selection of the Chairperson and Deputy Chairperson

- The Council officer responsible for the Advisory Committee must facilitate the election of the Chair and Deputy Chair
- At the first meeting of the Advisory Committee, the Council officer will invite nominations for the Chair and Deputy Chair positions
- Voting must be carried out by show of hands with a simple majority of votes for each position.
- In the interest of managing Councillor workloads and promoting inclusivity, independent community members should be appointed to the roles of Chair and Deputy Chair by default.
- In the event independent community members do not want to be appointed to the roles of Chair and Deputy Chair, the Councillor delegate may be appointed to the role.
- The positions are to be agreed to by all members and will be for a term of 12 months.

In the event the Chair is not present at the commencement of the meeting, the Deputy Chair will assume the responsibility for chairing that meeting. If the Chair and Deputy Chair are both not present for the commencement of the meeting, a Councillor or the most senior Council officer will assume the responsibilities of the chair.

3. Committee Operation

At the start of a new term, committees will be briefed by the relevant GM or department manager on the expected range of work to be undertaken, including discussion of how the committee relates to the work of Council, the roles of all parties, and any relevant policy or legislative framework impacting the work.

The Committee is to always operate in accordance with this Terms of Reference. The Committee has no delegated powers but may provide advice in line with the Terms of Reference. Neither the Committee, nor its members, may speak on behalf of Council.

The Committee may develop its own meeting protocols and operating practices to deal with any matters in an efficient, effective and collaborative manner.

4. Meetings

4.1 Meeting schedule

Meetings will be held quarterly, and an annual schedule of meetings will be agreed upon at the first meeting of the Advisory Committee. Meetings may be held online or in person, or a combination of both. Additional, extraordinary meetings may be scheduled to deal with matters that arise outside of the regular meeting schedule.

4.2 Meeting procedure

Meetings will follow standard meeting procedure protocols, which are in summary:

- Commence on time and conclude by the stated completion time
- Be scheduled and confirmed in advance with all relevant papers distributed (as appropriate) to each member
- Encourage fair and reasonable discussion, participation and respect for each other's views
- Focus on the relevant issues at hand; and
- Provide advice to Council as far as possible on a consensus basis.

4.3 Voting and quorum

While any recommendations should generally be developed through consensus, there may be times when voting is required to settle on a position relating to a particular recommendation. When this occurs, the differing opinions and votes for and against should be clearly expressed in the minutes of the meeting. All members shall have full and equal voting rights unless a member is unable to vote due to a conflict of interest.

A quorum of any meeting will be at least two independent members (which may include the Chairperson) and at least one Councillor. If more than 50 percent of active committee members are

absent, the Chair or Deputy Chair may elect to reschedule the meeting or conduct the meeting with present members, recording absences in the minutes.

4.4 Agendas and minutes

Compiling the agenda for a meeting of an Advisory Committee will be undertaken by the Council officers providing administrative support to that Committee, with final approval of the agenda by the Chairperson of the Committee.

- Any member of the Committee may submit an item for inclusion on the agenda of a committee meeting through the Council officer providing administrative support to the Committee.
- The item must be submitted in writing (in hard copy or e-mail), at least seven business days prior to the date of the scheduled meeting.
- Advisory Committee agendas and supporting documents will be circulated to all Committee members at least five business days prior to the date of the scheduled meeting.

Minutes of the meetings will be taken by a Council officer. The draft minutes must be:

- Submitted to the Chairperson for confirmation within 10 working days of the meeting;
- Distributed to all Committee members following confirmation from the Chair

The minutes must:

- Contain details of the proceedings and recommendations made
- Be clearly expressed
- Be self-explanatory
- Incorporate relevant reports or a summary of the relevant reports considered by the committee; and
- Be provided to Committee members as soon as practicable after the meeting.
- Minutes of Advisory Committee meeting can be tabled at any Council Meeting during agenda item 'Reports by Councillor delegates'

The minutes will be endorsed by the Advisory Committee at the subsequent meeting or by email in the event the minutes are to be tabled at a Council meeting prior to the next scheduled Advisory committee meeting.

4.5 Public attendance at meetings

The Advisory Committee is not required to give public notice of its meetings and its meetings are not open to the public. The Committee may invite observers to meetings from time to time. This is at the discretion of the Chairperson. Guests may also be invited to attend and participate at meetings; this would generally be for a specific purpose and/or specified period of time. This is at the discretion of the Chair.

5. Budget and Remuneration

Committee Budgets: Any budgetary allocation is at the absolute discretion of the relevant General Manager who is responsible for the Advisory Committee. This may include budget for venue hire (external) and catering. Budget must not be used for the payment of fees for external members or presenters.

Remuneration: No remuneration will be paid to Committee members. Councillors appointed to Advisory Committees are entitled to claim expenses in line with the Councillor Expenses and Support Policy.

6. Conduct of Members

In performing the role of Advisory Committee member, a person must:

- Act with integrity
- Impartially exercise their responsibilities in the interests of the local community
- Not improperly seek to confer an advantage or disadvantage on any person
- Treat all persons with respect and have due regard to the opinions, beliefs, rights and responsibilities of other persons
- Commit to regular attendance at meetings; and
- Not make improper use of information acquired because of their position or release information that the member knows, or should reasonably know, is confidential information
- The Model Councillor Code of Conduct and Employee Code of Conduct applies to respective Councillor and Council Staff Committee members.
- The conflict of interest and confidentiality provisions in the Local Government Act 2020 apply to all members.

6.1 Conflicts of Interest

Councillors and Council officers are required to disclose conflicts of interest in accordance with Part 6, Division 2 of the Local Government Act 2020 (Vic) and Chapter 5 of the Governance Rules. Where an external community member has a conflict of interest or perceived conflict of interest in relation to a matter before the committee, the community member must disclose the matter to the group before the matter is considered or discussed. The external community member must then leave the meeting until the matter is dealt with. Disclosure must include the nature of the interest and be recorded in the meeting minutes.

7. Committee Administration

7.1 Reporting to Council

Advisory Committees must report back to Council in accordance with Council's Committee Framework.

7.2 Committee lifecycle

A review of each of Council's advisory committees will take place at the start of each new Council term to determine its relevance for the proceeding term.

Councillors will be appointed as Councillor Delegates to advisory committees soon as practicable following the review of advisory committees.

Council may resolve to dis-establish a committee at any time during the term if it is deemed to no longer has a relevant function.

7.3 Administrative updates

From time to time, circumstances may change leading to the need for minor administrative changes to this Terms of Reference. Where an update does not materially alter this Terms of Reference, such a change may be made administratively. Examples of minor administrative changes include changes to names of departments or a Council Officer's position title. Where any change or update may materially change the intent of this Terms of Reference, it must be considered by Council.



Safe and Liveable City Advisory Committee

Terms of Reference
Version 1, 2025



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Council Contact: [Position Title]

Date of Council adoption:

[Insert Text]

Date Advisory Committee established:

[Insert Text]

Document Set ID (ECM):

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Every four years in line with council term.

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Name	Document Set ID (ECM)	Date	Description of Edits
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1. Purpose, scope and objectives

The Safe and Liveable Advisory Committee, one of four advisory committees based on Council's strategic directions, will provide advice to Council to help guide the achievement of Council's strategic priority of being a safe and liveable City. The Committee will:

- Advise on the implementation and review of the **Community Safety Plan**
- Support initiatives that promote **crime prevention through environmental design**
- Provide input on **public space upgrades**, including lighting, CCTV, and graffiti management
- Recommend strategies to improve **urban amenity**, including cleanliness, maintenance, and public toilets
- Contribute to planning for **open space creation and renewal**
- Advise on **transport and mobility improvements**, including pedestrian, cycling, and public transport infrastructure
- Support Council's efforts in **emergency preparedness and resilience**
- Promote the protection and enhancement of **neighbourhood character and heritage**
- Ensure alignment with Council's **health and wellbeing priorities**, including reducing isolation, promoting active living, and preventing violence

2. Composition

The Advisory Committee shall comprise:

- *Up to two Port Phillip Councillors*
- *Two Council officers, including:*
 - *Manger Safety and Amenity*
 - *Coordinator Partnerships - Housing, Safety and Reconciliation*
- *Up to 12 community representatives*

Additional Council staff from across the organization may be involved in the Committee as required to ensure a whole-of-organisation approach.

The Committee will be convened for an initial term of 3 years.

Committee members may resign at any time. Notice of resignation is to be provided in writing to Council staff representatives and the Chair.

The Committee may determine to remove a member who has failed to attend four meetings without having submitted an apology OR has failed to attend 50% of meetings over the course of a year, even if an apology is provided.

2.1 Role and selection of Councillor/s

Council will appoint Councillor representation, by resolution, at the beginning of each Council term. By default, Councillors should remain as the Councillor Delegate for the respective Committees for the entirety of the term unless Council resolves to reassign appointments.

The role of Councillors is to participate in the meetings and listen to stakeholder and community views (as relevant).

Councillors who have not been appointed to the Advisory Committee by Council, may attend in an observer role only. An observing Councillor cannot actively participate in any discussion and may only speak if called upon by the Chair to speak.

2.2 Role and selection of Council officer/s

The City Development division will have the responsibility for the Safe and Liveable Advisory Committee.

Council officers will provide administrative support and advice to the Committee. Officers will be nominated by the relevant General Manager as required to provide advice and administrative support to the Committee.

Where a meeting of the Advisory Committee is considered an 'informal meeting of councillors' under Council's Governance Rules (Chapter 6 (1)), the relevant General Manager is responsible for ensuring a Council officer submits the Informal Meeting of Councillors Form to the Governance Department as soon as practicable, so a record of the meeting can be included in the upcoming Council agenda.

2.3 Role and selection of external members

Eligible external community representatives will have:

- *Involvement* in the wider community with strong community networks and connections.
- *Demonstrated* ability to participate constructively in an advisory role.
- Good knowledge and understanding of local issues relevant to the Committee's focus.
- *Add as many lines as needed to build criteria for membership*

As well as representatives from:

- *Relevant* local organisations
- *Victoria* Police

Eligible external community representatives will live, work and/or study in Port Phillip and have work, personal or volunteer experience across a range of relevant areas. The approach and method for appointing external representatives will include the following:

- *An EOI advertised* through print, online and social media.

- Applicants must make application using either an online or hard-copy form.
- Where possible, recruitment of committee membership should ensure diverse community *representation*, in accordance with Council's Committee Framework.
- *Community* members will be recommended by a panel comprising of Manager Safety and Amenity and other Council Officers who will assess applicants against selection criteria outlined during recruitment ensuring consideration for diversity and intersectionality principles during the selection process.
- The proposed Committee members will be recommended to Council via a report, with Council to provide final endorsement (is this required?)
- *Casual* vacancies which occur due to external members being unable to complete the full term of their appointments may be filled by co-opting suitable candidates from a previous selection process for the remainder of the previous incumbents' terms. The responsible General Manager will have the authority to appoint the recommended candidate to the committee for the remainder of the previous incumbent's term.
- In the event that any Advisory Committee seeks to appoint Committee members who are under the age of 18, all Committee members must hold a valid volunteer Working With Children Check.
- *External* community representatives unable to attend a committee meeting are not able to nominate a proxy.

2.4 Role and selection of the Chairperson and Deputy Chairperson

- The Council officer responsible for the Advisory Committee must facilitate the election of the Chair and Deputy Chair
- At the first meeting of the Advisory Committee, the Council officer will invite nominations for the Chair and Deputy Chair positions
- Voting must be carried out by show of hands with a simple majority of votes for each position.
- In the interest of managing Councillor workloads and promoting inclusivity, independent community members should be appointed to the roles of Chair and Deputy Chair by default.
- In the event independent community members do not want to be appointed to the roles of Chair and Deputy Chair, the Councillor delegate may be appointed to the role.
- The positions are to be agreed to by all members and will be for a term of 12 months.

In the event the Chair is not present at the commencement of the meeting, the Deputy Chair will assume the responsibility for chairing that meeting. If the Chair and Deputy Chair are both not present for the commencement of the meeting, a Councillor or the most senior Council officer will assume the responsibilities of the chair.

3. Committee Operation

At the start of a new term, committees will be briefed by the relevant GM or department manager on the expected range of work to be undertaken, including discussion of how the committee relates to

the work of Council, the roles of all parties, and any relevant policy or legislative framework impacting the work.

The Committee is to always operate in accordance with this Terms of Reference. The Committee has no delegated powers but may provide advice in line with the Terms of Reference. Neither the Committee, nor its members, may speak on behalf of Council.

The Committee may develop its own meeting protocols and operating practices to deal with any matters in an efficient, effective and collaborative manner.

4. Meetings

4.1 Meeting schedule

Meetings will be held quarterly, and an annual schedule of meetings will be agreed upon at the first meeting of the Advisory Committee. Meetings may be held online or in person, or a combination of both. Additional, extraordinary meetings may be scheduled to deal with matters that arise outside of the regular meeting schedule.

4.2 Meeting procedure

Meetings will follow standard meeting procedure protocols, which are in summary:

- Commence on time and conclude by the stated completion time
- Be scheduled and confirmed in advance with all relevant papers distributed (as appropriate) to each member
- Encourage fair and reasonable discussion, participation and respect for each other's views
- Focus on the relevant issues at hand; and
- Provide advice to Council as far as possible on a consensus basis.

4.3 Voting and quorum

While any recommendations should generally be developed through consensus, there may be times when voting is required to settle on a position relating to a particular recommendation. When this occurs, the differing opinions and votes for and against should be clearly expressed in the minutes of the meeting. All members shall have full and equal voting rights unless a member is unable to vote due to a conflict of interest.

A quorum of any meeting will be at least two independent members (which may include the Chairperson) and at least one Councillor. If more than 50 percent of active committee members are absent, the Chair or Deputy Chair may elect to reschedule the meeting or conduct the meeting with present members, recording absences in the minutes.

4.4 Agendas and minutes

Compiling the agenda for a meeting of an Advisory Committee will be undertaken by the Council officers providing administrative support to that Committee, with final approval of the agenda by the Chairperson of the Committee.

- Any member of the Committee may submit an item for inclusion on the agenda of a committee meeting through the Council officer providing administrative support to the Committee.
- The item must be submitted in writing (in hard copy or e-mail), at least seven business days prior to the date of the scheduled meeting.
- Advisory Committee agendas and supporting documents will be circulated to all Committee members at least five business days prior to the date of the scheduled meeting.

Minutes of the meetings will be taken by a Council officer. The draft minutes must be:

- Submitted to the Chairperson for confirmation within 10 working days of the meeting;
- Distributed to all Committee members following confirmation from the Chair

The minutes must:

- Contain details of the proceedings and recommendations made
- Be clearly expressed
- Be self-explanatory
- Incorporate relevant reports or a summary of the relevant reports considered by the committee; and
- Be provided to Committee members as soon as practicable after the meeting.
- Minutes of Advisory Committee meeting can be tabled at any Council Meeting during agenda item 'Reports by Councillor delegates'

The minutes will be endorsed by the Advisory Committee at the subsequent meeting or by email in the event the minutes are to be tabled at a Council meeting prior to the next scheduled Advisory committee meeting.

4.5 Public attendance at meetings

The Advisory Committee is not required to give public notice of its meetings and its meetings are not open to the public. The Committee may invite observers to meetings from time to time. This is at the discretion of the Chairperson. Guests may also be invited to attend and participate at meetings; this would generally be for a specific purpose and/or specified period of time. This is at the discretion of the Chair.

5. Budget and Remuneration

Committee Budgets: Any budgetary allocation is at the absolute discretion of the relevant General Manager who is responsible for the Advisory Committee. This may include budget for venue hire

(external) and catering. Budget must not be used for the payment of fees for external members or presenters.

Remuneration: No remuneration will be paid to Committee members. Councillors appointed to Advisory Committees are entitled to claim expenses in line with the Councillor Expenses and Support Policy.

6. Conduct of Members

In performing the role of Advisory Committee member, a person must:

- Act with integrity
- Impartially exercise their responsibilities in the interests of the local community
- Not improperly seek to confer an advantage or disadvantage on any person
- Treat all persons with respect and have due regard to the opinions, beliefs, rights and responsibilities of other persons
- Commit to regular attendance at meetings; and
- Not make improper use of information acquired because of their position or release information that the member knows, or should reasonably know, is confidential information
- The Model Councillor Code of Conduct and Employee Code of Conduct applies to respective Councillor and Council Staff Committee members.
- The conflict of interest and confidentiality provisions in the Local Government Act 2020 apply to all members.

6.1 Conflicts of Interest

Councillors and Council officers are required to disclose conflicts of interest in accordance with Part 6, Division 2 of the Local Government Act 2020 (Vic) and Chapter 5 of the Governance Rules. Where an external community member has a conflict of interest or perceived conflict of interest in relation to a matter before the committee, the community member must disclose the matter to the group before the matter is considered or discussed. The external community member must then leave the meeting until the matter is dealt with. Disclosure must include the nature of the interest and be recorded in the meeting minutes.

7. Committee Administration

7.1 Reporting to Council

Advisory Committees must report back to Council in accordance with Council's Committee Framework.

7.2 Committee lifecycle

A review of each of Council's advisory committees will take place at the start of each new Council term to determine its relevance for the proceeding term.

Councillors will be appointed as Councillor Delegates to advisory committees soon as practicable following the review of advisory committees.

Council may resolve to dis-establish a committee at any time during the term if it is deemed to no longer has a relevant function.

7.3 Administrative updates

From time to time, circumstances may change leading to the need for minor administrative changes to this Terms of Reference. Where an update does not materially alter this Terms of Reference, such a change may be made administratively. Examples of minor administrative changes include changes to names of departments or a Council Officer's position title. Where any change or update may materially change the intent of this Terms of Reference, it must be considered by Council.

MEETING OF THE PORT PHILLIP CITY COUNCIL

19 NOVEMBER 2025



12.2 COUNCILLOR EXPENSES MONTHLY REPORTING - OCTOBER 2025

EXECUTIVE MEMBER: ROBYN BORLEY, GENERAL MANAGER, GOVERNANCE AND PERFORMANCE

PREPARED BY: MITCHELL GILLET, COORDINATOR COUNCILLOR AND EXECUTIVE SUPPORT

1. PURPOSE

- 1.1 To report on the expenses incurred by Councillors during October 2025 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 19 June 2024.
- 2.2 The policy requires a monthly report on Councillor allowances and expenses to be tabled at a Council meeting in addition to publishing the monthly report on 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 October 2025 (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 19 June 2024.
- 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.

MEETING OF THE PORT PHILLIP CITY COUNCIL

19 NOVEMBER 2025



- 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.
- 4.6 Notes the variations in *Information and Communication Technology* charges are due to the number of devices requested by those Councillors, such as the use of an iPad as well as a mobile phone and additional data packages.
- 4.7 Notes the overall cost reduction in *Information and Communication Technology* charges across all Councillor's communication services is due to a contract renegotiation with Council's communications service provider which came into effect in October.
- 4.8 Notes the higher *Information and Communication Technology* charges attributed to Cr Crawford are due to the inclusion of a renewal of an annual subscription to the Australian Local Government Women's Association (ALGWA).
- 4.9 Notes the higher *Information and Communication Technology* charges attributed to Cr Hardy are due to International Roaming being enabled on Cr Hardy's Council issued devices to allow him to participate in official Council business while overseas.

5. CONSULTATION AND STAKEHOLDERS

- 5.1 No community consultation is required for the purposes of this report.
- 5.2 A copy of Councillor expense reports 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 on Strategic Direction 5 – An Engaged and Empowered Community.

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.

MEETING OF THE PORT PHILLIP CITY COUNCIL 19 NOVEMBER 2025



12. OFFICER MATERIAL OR GENERAL INTEREST

12.1 No officers involved in the preparation of this report has declared a material or general interest in the matter.

ATTACHMENTS 1. Declaration of Councillor Expenses - October  [Download](#)

Declaration of Councillor Expenses – October 2025

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.

Cr Libby Buckingham

incurred the following expenses during the month October:

Expense	Value
Councillor Allowance	\$3,230.16
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$30.80
TOTAL	\$3,260.96

Cr Louise Crawford (Mayor)

incurred the following expenses during the month October:

Expense	Value
Councillor Allowance	\$10,973.92
Conferences and Training	\$50.00
Travel <i>(including provision of a Mayoral vehicle charged at \$11,500 per annum pro rata to cover operating costs)</i>	\$1180.09
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$123.23
TOTAL	\$12,327.24

Cr Heather Cunsolo

incurred the following expenses during the month October:

Expense	Value
Councillor Allowance	\$3,230.16
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$30.80
TOTAL	\$3,260.96

Cr Justin Halliday

incurred the following expenses during the month October:

Expense	Value
Councillor Allowance	\$3,230.16
Conferences and Training	\$800.00
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$23.23
TOTAL	\$4,053.39

Cr Rod Hardy

incurred the following expenses during the month October:

Expense	Value
Councillor Allowance	\$3,230.16
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$569.04
TOTAL	\$3,799.20

Cr Beti Jay

incurred the following expenses during the month October:

Expense	Value
Councillor Allowance	\$3,230.16
Conferences and Training	\$3,750.00
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$23.23
TOTAL	\$7,003.39

Cr Alex Makin

incurred the following expenses during the month October:

Expense	Value
Councillor Allowance	\$3,230.16
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$30.80
TOTAL	\$3,260.96

Cr Bryan Mears (Deputy Mayor)

incurred the following expenses during the month October:

Expense	Value
Councillor Allowance	\$5,486.84
Conferences and Training	
Travel	\$364.06
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$30.80
TOTAL	\$5,881.70

Cr Serge Thomann

incurred the following expenses during the month October:

Expense	Value
Councillor Allowance	\$3,230.16
Conferences and Training	
Travel	
Car Mileage	
Child and Family Care	
Information and Communication Technology	\$40.81
TOTAL	\$3,270.97

MEETING OF THE PORT PHILLIP CITY COUNCIL

19 NOVEMBER 2025



12.3 QUARTERLY REPORTING OF RECORDS OF INFORMAL MEETINGS OF COUNCIL - 1 APRIL - 30 JUNE 2025

EXECUTIVE MEMBER: ROBYN BORLEY, DIRECTOR, GOVERNANCE AND PERFORMANCE

PREPARED BY: EMILY WILLIAMS, SENIOR COUNCIL BUSINESS ADVISOR

1. PURPOSE

- 1.1 This report presents the quarterly Records of Informal Meetings of Councillors held between 1 April and 30 June 2025 in accordance with chapter 6 of the City of Port Phillip Governance Rules.

2. EXECUTIVE SUMMARY

- 2.1 An Informal meeting of Council record is required by chapter 6.1 of the Governance Rules if there is a meeting of Council that, is,
- 2.1.1 scheduled or planned for the purpose of discussing the business of Council or briefing Councillors;
 - 2.1.2 is attended by at least one member of Council staff; and
 - 2.1.3 is not a Council meeting, Delegated Committee meeting or Community Asset Committee meeting.

3. RECOMMENDATION

That Council:

- 3.1 Receives and notes the Records of Informal Meetings of Council held from 1 April to 30 June 2025:
- 3.1.1 Records of Informal meetings of Council April 2025 (**Attachment 1**)
 - 3.1.2 Records of Informal meetings of Council May 2025 (**Attachment 2**)
 - 3.1.3 Records of Informal meetings of Council June 2025 (**Attachment 3**)

4. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 4.1 Reporting on the Informal Meetings of Council records delivers on Strategic Direction 5 of the Plan for Port Phillip 2025-35 (An engaged and Empowered Community)

5. OFFICER MATERIAL OR GENERAL INTEREST

- 5.1 No officers involved in the preparation of this report has declared a material or general interest in the matter.

ATTACHMENTS

- 1. Informal Meetings of Council Records - April 2025  
- 2. Informal Meetings of Council Records - May 2025  
- 3. Informal Meetings of Council Records - June 2025  

 Informal Meetings of Council April 2025						
Date and Time	Meeting Title	Meeting format	Councillors in attendance	Officers in attendance	Matters Considered	Conflicts of Interest
2/04/2025 5:00 PM	Draft Agenda Review Briefing - Council Meeting 16 April 2025	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Absent Cr Jay: Absent Cr Makin: In person Cr Mears: In person Cr Thomann: In person		Draft reports ahead of the Council meeting 16 April 2025	No
2/04/2025 12:00 PM	Councillor and ELT only time	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Absent Cr Jay: Absent Cr Makin: In person Cr Mears: In person Cr Thomann: In person	0Chris Carroll, Brian Tee, Claire Stevens, Kylie Bennetts, Lachlan Johnson, Robyn Borley	Community Safety Update Briefing Requests Tree Policy Communication query Container deposit scheme Don't Waste it engagement St Kilda Marina Multicultural Senior Services Transition. Confidential Child Safety Update	No
2/04/2025 1:00 PM	Draft Agenda Review Briefing - Council Meeting 16 April 2025	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Absent Cr Jay: Absent Cr Makin: In person Cr Mears: In person Cr Thomann: In person		Draft reports ahead of the Council meeting 16 April 2025	No
9/04/2025 5:00 PM	Sandridge Recreation Precinct Masterplan	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: Online Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Dana Pritchard, Daniel Boden	• Background, context and nexus of the Sandridge Recreation Precinct project, including the proposed recreation focus identified through Fishermans Bend planning and the draft DCP. • The scope and phasing of the masterplan and subsequent redevelopment of the Australia Post site. • Approach and timing of finding suitable alternative premises for the current tenancies on North Port Oval • Proposed engagement strategy with community and Council.	No
2/04/2025 1:30 PM	Confidential: Balaclava Sale of land update and Engagement approach	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Absent Cr Jay: Absent Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Brian Tee Lachlan Johnson Vicki Tuchtan James Ackroyd Mai Luu	<i>Confidential</i>	No

16/04/2025 5:30 PM	VicPol quarterly Councillor briefing	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: Absent Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Nellie Montague Sandra Khazam Inspector Brett Coloe, Victoria Police	Overview of crime statistics High impact of event period in the last quarter on Police resources Recent outcomes from Operation Lion Roundtable feedback	No
2/04/2025 2:00 PM	Diversity Equity & Inclusion (DE&I) Framework - Councillor Briefing	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Absent Cr Jay: Absent Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Kylie Bennetts Christine Denning	Discussion focussed on the DE&I framework and 6 monthly reporting	No
23/04/2025 5:00 PM	External presentation on Port Phillip Zero	Hybrid (In person and MS Teams)	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: Online Cr Makin: In person Cr Mears: In person Cr Thomann: Absent	Dana Pritchard Bridget Monro-Hobbs George Hatvani (Launch Housing) Tanya Cale Gary Spivak	Presentation of the Port Phillip Zero program	No
2/04/2025 2:15 PM	Plan for Port Phillip (including Budget) Workshop #7	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: Absent Cr Makin: In person Cr Mears: In person Cr Thomann: In person		Update to budget based off feedback from councillors in workshop 6 Finalising actions for all councillor priorities Materiality - what changes are able to be made after draft budget Rating - preliminary valuation data, differential rates, private waste charge rebate Property Leasing Program Measurement framework for Plan for Port Phillip	No
30/04/2025 12:00 AM	Argyle Street Site Visit	In person	Cr Buckingham: Absent Cr Cunsolo: Absent Cr Crawford: Absent Cr Halliday: In person Cr Hardy: Absent Cr Jay: Absent Cr Makin: Absent Cr Mears: Absent Cr Thomann: Absent	Craig McLean, Karen Roach, Chris Tsiafidis, Marcus Warren	Capturing Councillor feedback on draft Argyle Streetscape Plan including	No
9/04/2025 3:30 PM	Digital Parking Permits Implementation Update	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Absent Cr Jay: Absent Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Ben Sylvan and Karen Roache	Overview and Background on Digital Parking Permits, including categories of Residential and Foreshore, previous decisions of Council and community engagement. Current progress on Implementation and associated risks. Discussion included: the process for accessing permits and what is changing, process of reporting illegally parked vehicles and considerations for communication and privacy.	No

2/04/2025 5:00 PM	Draft Agenda Review Briefing - Council Meeting 16 April 2025	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Absent Cr Jay: Absent Cr Makin: In person Cr Mears: In person Cr Thomann: In person		Draft reports ahead of the Council meeting 16 April 2025 Conservation Management Plan: Port Melbourne Town Hall - Endorsement Proposed Discontinuance and Sale of Part Laneway R1229 Merton Place, Albert Park Confidential: CEO Declaration of extraordinary circumstance and approval of new contract/service	No
23/04/2025 3:30 PM	Councillor Briefing - Shared Escooters and Ebike schemes update	Hybrid (In person and MS Teams)	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: Online Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Mike Fisher, Manager City Planning and Sustainability Karen Roache, Acting Head of Transport	Update on e-scooter trial and options for the future of shared escooters and ebikes in Port Phillip	No
9/04/2025 12:00 AM	Council Briefing	Hybrid (In person and MS Teams)	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Absent Cr Jay: Absent Cr Makin: In person Cr Mears: In person Cr Thomann: In person		The Draft Urban Forest Precinct Plan for Balaclava and St Kilda East	No
23/04/2025 1:00 PM	Councillor Briefing	Hybrid (In person and MS Teams)	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: Online Cr Makin: In person Cr Mears: In person Cr Thomann: In person		Pre-briefing of Planning Committee Meeting items to be considered at the 23/04/2025 meeting, including: 6.1106 Barkly Street, St Kilda - 757/2018 6.263 Bay Street, Port Melbourne - 1324/2006/D 6.331 Tribe Street, South Melbourne - PDPL/00565/2024 6.449a Pakington Street, St Kilda - PDPL/00073/2025 6.551-59 Thistlethwaite Street and 476-484 City Road, South Melbourne - 39/2015/D	Yes Name: Cr Cunsolo, Subjectmatter: 63 Bay Street Port Melbourne , Left The Meeting: Yes Cr Cunsolo 63 Bay Street Port Melbourne
9/04/2025 12:00 PM	Councillor and ELT Meeting	Hybrid (In person and MS Teams)	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Absent Cr Jay: Online Cr Makin: In person Cr Mears: In person Cr Thomann: In person		South Melbourne Market. Community Safety update. Update on Bay Street building concerns Council Plan and Budget Advisory Committee Review. Positive community feedback	No
23/04/2025 12:00 PM	Councillor and ELT Meeting	Hybrid (In person and MS Teams)	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: Online Cr Makin: In person Cr Mears: In person Cr Thomann: In person		Planning Committee preparation Governance advice on invitation Community Safety Update Council Briefings and agenda papers	No

16/04/2025 9:30 AM	Community housing providers presentation to Councillors	Hybrid (In person and MS Teams)	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: Online Cr Makin: In person Cr Mears: In person Cr Thomann: In person		Three separate presentations based on PowerPoint by the three local community housing organisations: 1. Jan Berriman, CEO, HousingFirst 2. Charlie Beckley, CEO and Liz Johnstone 3. Liz Johnstone, Chair and Andrew D'Arcy, CEO, St Kilda Community Housing.	No
9/04/2025 3:30 PM	Councillor Briefing	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Absent Cr Jay: Absent Cr Makin: In person Cr Mears: In person Cr Thomann: In person		SMM 6 month performance update SMM Strategic Plan - Community Consultation program	No
9/04/2025 3:30 PM	Digital Parking Permits Implementation Update	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Absent Cr Jay: Absent Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Ben Sylvan and Karen Roache	Overview and Background on Digital Parking Permits, including categories of Residential and Foreshore, previous decisions of Council and community engagement. Current progress on Implementation and associated risks. Discussion included: the process for accessing permits and what is changing, process of reporting illegally parked vehicles and considerations for communication	No
9/04/2025 3:30 PM	Councillor Briefing	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Absent Cr Jay: Absent Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Sophie McCarthy - Executive Director SMM	To note SMM 6 month performance update To seek feedback on SMM Strategic Plan - Community Consultation program	No
9/04/2025 3:30 PM	Councillor Briefing	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Absent Cr Jay: Absent Cr Makin: In person Cr Mears: In person Cr Thomann: In person		SMM 6 month performance update SMM Strategic Plan - Community Consultation program	No
9/04/2025 12:00 PM	Councillor and ELT Meeting	Hybrid (In person and MS Teams)	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Absent Cr Jay: Online Cr Makin: In person Cr Mears: In person Cr Thomann: In person		South Melbourne Market. Community Safety update. Update on Bay Street building concerns Council Plan and Budget Advisory Committee Review. Positive community feedback	No

9/04/2025 4:00 PM	Councillor briefing - Community Safety Plan engagement	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: Absent Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Nellie Montague Sandra Khazam	Local Laws review timing and reporting Roundtable submissions and reporting Scope of community safety plan engagement approach	No
2/04/2025 1:30 PM	Balacava Sale of land update and Engagement approach	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Absent Cr Jay: Absent Cr Makin: In person Cr Mears: In person Cr Thomann: In person		Update on potential sale of land and Officer negotiations based on previous Cr feedback 12 February. Community engagement approach to Balacava projects	No
9/04/2025 4:30 PM	Review of CDF	Hybrid (In person and MS Teams)	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Absent Cr Jay: Absent Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Lauren Bialkower Diane Sneddon Gavin Murphy	An update and recommendations regarding the 3 streams of the Cultural Development Fund	No
2/04/2025 2:00 PM	Councillor Briefing: DE&I Framework 6 month report	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Absent Cr Jay: Absent Cr Makin: In person Cr Mears: In person Cr Thomann: In person		DE&I Framework 6 monthly reporting	No

 Informal Meetings of Council May 2025						
Date and Time	Meeting Title	Meeting format	Councillors in attendance	Officers in attendance	Matters Considered	Conflicts of Interest
7/05/2025 12:00 PM	Planning fortnightly briefing	Hybrid (In person and MS Teams)	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: Online Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Paul Wood Patricia Stewart Darren Camilleri Matthew Schreuder James McInnes Sam Laing Connor Buckley Anita Rozenkovic-Stevens	Overview of planning applications at: 180 St Kilda Road, St Kilda 190 St Kilda Road, St Kilda Overview of recent VCAT decisions at: 427 City Road, South Melbourne 1-7 Waterfront Place, Port Melbourne Overview of new Section 87A application to VCAT at: 146-150 Bridport Street, Albert Park Overview of pre-application advice for a development that will be made direct to Department of Transport and Planning at: 2-8 Carlisle Street, 3 Albert Street and 3-9 Havelock Street, St Kilda (the Cosmopolitan Hotel) Overview of planning decision timeframes. Overview of a building matter at: 11 Carlisle Avenue, Balaclava	No
7/05/2025 1:00 PM	Councillor and ELT time	Hybrid (In person and MS Teams)	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Not present Cr Jay: Online Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Brian Tee Claire Stevens Kylie Bennetts Lachlan Johnson Robyn Borley	Community Safety Sth Melbourne basketball courts Grants Assessment Reference Committee Infrastructure Victoria Submission Smith Street options Bubup Nairn update St Kilda Police Citizens Youth Club (confidential) Annual leave Planning committee	No
7/05/2025 5:00 PM	Confidential Community Safety Roundtable Report - Briefing with Ian Grey	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Anika Dell - external Roundtable facilitator Lauren Bialkower Nellie Montague Christine Denning Sandra Khazam	Confidential	No
13/05/2025 5:15 PM	Community Safety Response (Local Law) briefing	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Robyn Borleyx Lauren Bialkower Nellie Montague Sandra Khazam	Briefing on outcomes of investigation of Local Law amendments following Notice of Motion on 19 February 2025	Yes - Councillor Hardy Subject: Police protocols as part of Roundtable recommendation implementation Left the meeting: No

13/05/2025 6:00 PM	Special Council Meeting pre brief (hearing of feedback on the Plan for Port Phillip including budget 2025-23)	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Brian Tee Claire Stevens Kylie Bennetts Lachlan Johnson Robyn Borley Brendan Ng	Preparation for the Special Meeting of Council session following this briefing, which was to receive and hear community feedback on the draft Plan for Port Phillip (including budget) 2025-35.	No
14/05/2025 9:00 AM	Balaclava Engagement event	In person	Cr Buckingham: In person Cr Cunsolo: Not present Cr Crawford: Not present Cr Halliday: Not present Cr Hardy: Not present Cr Jay: Not present Cr Makin: Not present Cr Mears: Not present Cr Thomann: Not present	Mike Fisher Craig McLean Monique Cosgrove Mai Luu	Run through of Balaclava engagement event happening on evening of May 29th	No
14/05/2025 12:00 PM	Councillor and ELT Time	Hybrid (In person and MS Teams)	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: Online Cr Hardy: Not present Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Claire Stevens Kylie Bennetts Lachlan Johnson Robyn Borley Lauren Bialkower	MAV State Council Councillor Only Time Structure Pink Slip Condolence Motion	No
14/05/2025 1:00 PM	Captain Cook Statue Protection - Councillor Briefing	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Not present Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Lauren Bialkower Adele Denison	Ongoing security measures to protect the Captain Cook statue in St Kilda.	No
14/05/2025 1:30 PM	Community Electric Vehicle Program Update	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Not present Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Lauren Bialkower Mike Fisher Craig McLean, Viv Heslop Renae Walton Sowmya Nagaraj	Electric Vehicle Charging report scheduled to be tabled at the 18 June 2025 Council meeting	No
14/05/2025 2:00 PM	St Kilda Adventure Playground - Options	Hybrid (In person and MS Teams)	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Glen Hickey - Manager, Portfolio Projects Sarah Buffon - Coordinator Open Space Portfolio Karla Coombes - Executive Manager, Family Youth & Children and Divisional Performance	St Kilda Adventure Playground - Design options and budget	No

14/05/2025 2:25 PM	St Kilda Promenade Project	Hybrid (In person and MS Teams)	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll - Chief Executive Officer Kylie Bennetts - General Manager Community Wellbeing and Inclusion David Hehir - Coordinator Foreshore Jessica Gigliotti - Senior Project Manager Sarah Bufton - Coordinator Open Space Portfolio.	Design Options for St Kilda Promenade	No
14/05/2025 3:00 PM	Enterprise Agreement Update (Councillor Briefing)	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Not present Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Daniel Lew - Chief People Officer Tony Duras - Head of Workplace relations & HR	Update on the current status of Council's Enterprise Agreement negotiations	No
14/05/2025 3:15 PM	Don't Waste It! Waste and Recycling Engagement Summary	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Not present Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Lachlan Johnson Stephanie Lai	Officers discussed the Key takeaways from the Don't Waste It! Waste and Recycling Engagement Summary with Councillors	No
14/05/2025 3:35 PM	Third Quarter Financial Review	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Not present Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Kylie Bennetts Lachlan Johnson Spyros Karamesinis Ange Dooley Peter Liu	• Third Quarter Financial Update • Priority Project Updates • Update on Emergency Services and Volunteers Fund / Fire Services Property Levy (FSL) advocacy	No
14/05/2025 5:00 PM	Development of the Community Engagement Policy	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Not present Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Robyn Borley Monique Cosgrove Mia Cox	• A proposed approach and timeline for updating the Community Engagement Policy and developing a Community Engagement Strategy. • Councillor priorities for community engagement over the current term.	No
21/05/2025 10:30 AM	Confidential: St Kilda Police & Citizens Youth Club	Hybrid (In person and MS Teams)	Cr Buckingham: Online Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Kylie Bennetts Chris Potaris CEO St Kilda PCYC	Confidential	No

21/05/2025 9:30 AM	Informal session on the Draft Port of Melbourne Strategy	Hybrid (In person and MS Teams)	Cr Buckingham: Not present Cr Cunsolo: In person Cr Crawford: Not present Cr Halliday: In person Cr Hardy: Not present Cr Jay: Online Cr Makin: In person Cr Mears: Not present Cr Thomann: In person	Mike Fisher Felicity Symons Matthew Budahazy Luke Rogers Jonathan McNair Thomas Mason	- Concerns and impacts associated with proposed long-term infrastructure and asset upgrades at Port of Melbourne to inform officer submission on Draft 2055 Port Development Strategy. - Identification of what further information could be provided by Port of Melbourne to better inform officer and Councillor position on proposed long-term infrastructure and asset upgrades at Port of Melbourne documented in Draft 2055 Port Development Strategy. - The need for an integrated approach to developing and managing the Port of Melbourne in light of anticipated growth and development in Fishermans Bend. - The need for and importance of continued engagement with the Port of Melbourne.	No
21/05/2025 9:30 AM	Councillor and ELT time	Hybrid (In person and MS Teams)	Cr Buckingham: Online Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Claire Stevens Kylie Bennetts Lachlan Johnson Robyn Borley Lauren Bialkower	- Enterprise Agreement - Grant Application query 21 May Council Meeting,	No
21/05/2025 2:00 PM	Planning fortnightly briefing	In person	Cr Buckingham: Not present Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Paul Wood Michael Mowbray Grace Brooks	Overview of planning applications at: 12 Docker Street Elwood 80 Wright Street Middle Park Update on planning application at: 190 St Kilda Road St Kilda	No
21/05/2025 5:00 PM	Dog off-leash restriction community engagement feedback	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: Not present	Kylie Bennetts Dana Pritchard Claire Ulcoq	- Community feedback on the proposed changes to dog off-leash restrictions - Proposed recommendations in response to community engagement findings and application of the Dog Off-Leash Guideline. - Fenced dog off-leash area in Elwood. 'lock open' gates at Eastern Reserve North.	No
21/05/2025 5:30 PM	Reconciliation Action Plan Update	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: Not present	Kylie Bennetts Christine Dening Teneille Summers	- An update on the RAP 2025-2027, including the upcoming launch, details of the implementation priorities. - Update on Reconciliation Week activities and how to get involved. - Details of the traditional owner groups in Port Phillip	No

22/05/2025 12:00 PM	Domain Precinct Site Walk	In person	Cr Buckingham: Not present Cr Cunsolo: Not present Cr Crawford: Not present Cr Halliday: Not present Cr Hardy: Not present Cr Jay: In person Cr Makin: Not present Cr Mears: Not present Cr Thomann: Not present	Mike Fisher Craig McLean Mai Luu	- Impact of construction, poor coordination across agencies, and road safety issues in the Domain Precinct - Ideas and opportunities for improvements.	No
28/05/2025 12:00 PM	Councillor and ELT time	Hybrid (In person and MS Teams)	Cr Buckingham: In person Cr Cunsolo: Online Cr Crawford: In person Cr Halliday: In person Cr Hardy: Not present Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Claire Stevens Kylie Bennetts Lachlan Johnson Robyn Borley Lauren Bialkower	Port Melbourne Bowls Club Community Engagement Councillor Briefings South Melbourne community	No
28/05/2025 1:00 PM	Plan for Port Phillip (including Budget) Workshop #8	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Lauren Bialkower Peter Liu Spyros Karamesinis Angeline Dooley Dana Pritchard Jacky Bailey Brendan Ng	- Financial updates since workshop #7 - Recommended funding allocations from community safety, social cohesion and St Kilda Festival redistributions 2025/26 Service agreements - Update on community engagement findings and officer recommendations to community requests - Updated portfolio position (for noting) - Rates brochure design for 2025/26 - Valuation Update (for noting) - Emergency Services Volunteer Fund Update	Chris Carroll, Chief Executive Officer declared a Potential/Perceived conflict of interest in relation to Albert Park Sports Club due to a close relationship with a president of a football club at Albert Park Left The Meeting: Yes
28/05/2025 4:15 PM	Civic and Community Flag Protocol	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll James Gullan	- Displacing the Australian National Flag to fly the Pride flag and Aboriginal flag on certain dates throughout the year. - Endorsement of the community flagpole and illumination annual schedules at the 2 July 2025 Council meeting - Creation of a council webpage to display community flagpole and illumination annual schedules	No
28/05/2025 4:35 PM	Customer Experience and Service Performance	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Claire Stevens Tarnya McKenzie Sam Price Nellie Montague Dirk Cummins Simon Jaggard Simon Hill Elizabeth Skinner.	- Customer Experience improvements over the last quarter, and improvement focus for next quarter. - Quarterly Service Performance - including Community and Councillor Requests, and Service Complaints. - Service Deep Dive: Local Laws - Service Deep Dive: Waste Operations	No
28/05/2025 5:30 PM	ISKCON Temple - 197 Danks Street	Hybrid (In person and MS Teams)	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Paul Wood Grace Brooks Lauren Bialkower Nellie Montague Michael Mowbray	Briefing on the process for decision making for the Certificate of Compliance at the ISKCON temple at 197-205 Danks Street Albert Park	No

 Informal Meetings of Council June 2025						
Date and Time	Meeting Title	Meeting format	Councillors in attendance	Officers in attendance	Matters Considered	Conflicts of Interest
3/06/2025 6:00 PM	Planning Consultation Meeting	Online (MS Teams)	Cr Buckingham: Not present Cr Cunsolo: Not present Cr Crawford: Online Cr Halliday: Online Cr Hardy: Not present Cr Jay: Not present Cr Makin: Not present Cr Mears: Not present Cr Thomann: Not present	Darren Camilleri (Coordinator Planning) Matthew Schrueder (Planner)	Planning application 190 St kida rd App no. 715/2016/B	No
4/06/2025 1:00 PM	Councillor and ELT Time	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Not present Cr Jay: In person Cr Makin: In person Cr Mears: Not present Cr Thomann: In person	Chris Carroll Claire Stevens Kylie Bennetts Lachlan Johnson Robyn Borley Lauren Bialkower Mark Patterson	Carlisle Street Staffing Update Community Safety Engagement Update Draft Budget	No
4/06/2025 1:00 PM	Draft Agenda Review Briefing - Council Meeting 18 June 2025	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: Not present Cr Thomann: In person	Chris Carroll Kylie Bennetts Lachlan Johnson Lauren Bialkower James Gullan Emily Williams	Draft reports ahead of the 18 June Council meeting: - Proposed Discontinuance and Sale of Laneways R3317 and R3319, 60-66 Clarke Street, Southbank - <i>Confidential</i> : Delivered Meals Contract Extension Report	No
4/06/2025 6:00 PM	Councillor Gifts, Hospitality and Benefits Policy	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: Not present Cr Thomann: In person	Robyn Borley James Gullan Katrina Collins	Contents of the proposed Councillor Gifts, Hospitality and Benefits Policy	No
4/06/2025 6:45 PM	Flood Modelling Technical Updates	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Lauren Bialkower Viv Heslop	Discussed proposed parameter changes to flood model Proposed recommendation to refer this back to Melbourne Water for a decision	No

4/06/2025 7:30 PM	Edwards Park Public Amenities Location Options/St Kilda Botanical Garden Public Toilets	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: Not present Cr Hardy: Not present Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Lachlan Johnson Vicki Tuchtan Golpooneh Zadeh	Proposed locations for Edwards Park public toilets discussed due to received petition. St Kilda Botanical Garden Public Toilet Proposal discussed. Both items to be tabled at the 18 June Council meeting for Council consideration	No
4/06/2025 8:00 PM	Footpath Trading Fee Policy Review - Draft Policy	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Nellie Montague Laura Bialkower Marc Jay Angela de Mel	Footpath Trading Fee Policy Review - Draft Policy	Yes Cr Serge Thomann declared a general conflict of interest due to being a local business owner within the municipality. Left The Meeting: Yes
4/06/2025 8:30 PM	Municipal Emergency Management Plan (MEMP)	Hybrid (In person and MS Teams)	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: Not present Cr Thomann: In person	Chris Carroll Kylie Bennetts Dana Pritchard Ryan Plunkett	Municipal Emergency Management Plan (MEMP) Revision 2025	No
10/06/2025 6:00 PM	Planning Consultation Meeting	Online (MS Teams)	Cr Buckingham: Not present Cr Cunsolo: Online Cr Crawford: Not present Cr Halliday: Online Cr Hardy: Not present Cr Jay: Online Cr Makin: Not present Cr Mears: Online Cr Thomann: Not present	Darren Camilleri (Coordinator planning) Connor Buckley (Planner) Darren Camilleri	Planning Application PDPL/00724/2024 for 180 St Kilda Rd, St kilda	No
11/06/2025 12:00 PM	Councillor and ELT Time	Hybrid (In person and MS Teams)	Cr Buckingham: In person Cr Cunsolo: Online Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Brian Tee Claire Stevens Kylie Bennetts Lachlan Johnson Robyn Borley	ISKCON Governance Rules LGPro Award Nomination Illumination and ASSIST counter banner Floor Area Ratios Action tracker Community Engagement Feedback Food Security Business Cards Social media St Kilda Film Festival.	No

11/06/2025 1:00 PM	Confidential: St Kilda Pier Landside - Tender Award Briefing	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Kylie Bennetts Lachlan Johnson Glen hickey	<i>Confidential</i>	No
11/06/2025 1:30 PM	Plan for Port Phillip (including Budget) workshop #9, final changes	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Brian Tee Claire Stevens Kylie Bennetts Lachlan Johnson Robyn Borley Peter Liu Spyros Karamesinis Jacky Bailey Brendan Ng Angeline Dooley Lucy Norton-Baker	- Finalising any open matters from the previous workshops for the Plan for Port Phillip 2025-35 - Councillor feedback on final position on financial and project updates - Councillor feedback on findings from community engagement on draft Plan for Port Phillip - Councillor feedback on remaining community requests for budget process - Final list of differential rating properties (for noting)	No
11/06/2025 3:15 PM	Grand Prix debrief	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Brian Tee Lauren Bialkower Adele Denison Mike Fisher Tom Mason Noshin Tanseem Diane Sneddon Lauren Bialkower	Councillors considered the debrief report provided on the 2025 Formula 1 Grand Prix	No
11/06/2025 4:30 PM	Presentation of Aged Care Act and Key Personnel (externals presenting from Maddocks)	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Kylie Bennetts Karla Coombes Rohan Bond External presenters from Maddocks (Tamie Duncan-Bible & Kate Oliver)	Presentation provided by Maddocks on the Aged Care Act, 2024, specifically referencing provider obligations, key personnel responsibilities and changes to the Aged Care Act in reference to the legislation	No
16/06/2025 5:30 PM	St Kilda Esplanade Market Reference Committee Meeting	Online (MS Teams)	Cr Buckingham: Not present Cr Cunsolo: Not present Cr Crawford: Not present Cr Halliday: Not present Cr Hardy: Not present Cr Jay: Online Cr Makin: Not present Cr Mears: Online Cr Thomann: Not present	Di Sneddon Gabi Alleyne	- Welcome & Acknowledgement to Country - Standing Item – Conflict of Interest - Approved as final previous minutes - Agenda Confirmation - Market Manager Update including: - Maintenance & CoC - Activations - Social Media & Marketing - Other Business	No

18/06/2025 1:00 PM	Councillor and ELT Time	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Kylie Bennetts Lachlan Johnson	Reserves Funding Street Cleaning Gasworks Foreshore Lights in Port Melbourne Pedestrian Crossings and traffic concerns Elwood Foreshore Safety Concerns Quarter 4 Fishermans Bend update Service Feedback Community Safety Illumination Query	No
18/06/2025 5:00 PM	Draft Agenda Review Briefing - Council Meeting 2 July 2025	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Brian Tee Kylie Bennetts Lachlan Johnson Robyn Borley Vicki Tuchtan Michael Major Clint Vanderpeer	Draft reports ahead of the Council meeting 2 July 2025: - Adoption of the Site Contamination Management Policy 2025 - Review of Governance Rules - Release for Public Consultation - Discontinuance & Sale - Part Union Place (Adjoining 154-158 Bank Street) South Melbourne	No
18/06/2025 5:15 PM	Greening Port Phillip/Urban Forest Strategy Implementation Update	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Kylie Bennetts Lachlan Johnson Dana Pritchard Jennifer Witheridge	Urban Forest Strategy Q4 Update	No
23/06/2025 5:00 PM	Pre-brief - Plan for Port Phillip (Including Budget) 2025-35 and Budget 2025-26: Adoption	Hybrid (In person and MS Teams)	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: Online Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Brian Tee Claire Stevens Kylie Bennetts Lachlan Johnson Robyn Borley Peter Liu Spyros Karamesinis Jacky Bailey Brendan Ng Anastasia Warmuth Mitch Gillett Emily Williams Josh Vearing	Procedure for the following session for the Special Meeting of Council - Plan for Port Phillip (Including Budget) 2025-35 and Budget 2025-26: Adoption	No



13. A TRUSTED AND HIGH PERFORMING ORGANISATION

13.1	<i>First Quarter 2025-26 Financial Review.....</i>	359
13.2	<i>129 Beaconsfield Parade, Albert Park - Award of Lease.....</i>	388
13.3	<i>Proposed Road Discontinuance - Kerferd Road & Herbert/Montague Street. Albert Park Intersection ("Shrine to Sea Project")</i>	395
13.4	<i>Contract Award RFT000345 - Cleaning of Council Buildings and Public Amenities.....</i>	402
13.5	<i>Asset Management Policy</i>	410

MEETING OF THE PORT PHILLIP CITY COUNCIL

19 NOVEMBER 2025



13.1 FIRST QUARTER 2025-26 FINANCIAL REVIEW

EXECUTIVE MEMBER: ROBYN BORLEY, GENERAL MANAGER GOVERNANCE AND PERFORMANCE

PREPARED BY: PETER LIU, CHIEF FINANCIAL OFFICER
SPYROS KARAMEISINIS, HEAD OF FINANCIAL BUSINESS PARTNERING, ANALYSIS & COMPLIANCE
LUCY NORTON-BAKER, EPMO LEAD ASSURANCE AND REPORTING

1. PURPOSE

- 1.1 To provide Council with an overview of the results of the first quarter 2025/26 Financial review including performance to budget (as required under Section 97 of the Local Government Act 2020) and seek approval for any unbudgeted items.

2. EXECUTIVE SUMMARY

- 2.1 On 23 June 2025, Council adopted the Plan for Port Phillip 2025-35 and Budget 2025/26 which a cumulative cash surplus of \$0.54 million.
 - 2.1.1 The cumulative cash surplus derived through the Income Statement Converted to Cash is used as the key financial measure to ensure prudent financial management by maintaining a modest cumulative cash surplus.
 - 2.1.2 Budget 2025/26 included a business-as-usual approach, however required sound financial control to manage several challenges including persistent inflation, cost pressures and growing difficulty in meeting the annual efficiency saving target.
- 2.2 As part of the first quarter financial review the 2025/26 cumulative cash surplus increased (before any inclusion of budget requests) to \$0.89 million.
- 2.3 During the first quarter, the cumulative cash surplus has improved by \$0.35 million due to the following material movements:
 - 2.3.1 \$0.9 million permanent efficiency savings achieved primarily through rationalisation of department budget without impact to services, management of insurance premiums, organisational re-alignment, successful objections to land tax payable on land acquisitions and further improvement to parking infringements revenue. Additional efficiency initiatives are currently under review.
 - 2.3.2 \$0.3 million one off savings due to temporary organisational vacancies.
 - 2.3.3 (\$0.17) million reductions in the opening cash surplus carried forward from 2024/25.
 - 2.3.4 (\$0.65) million increases in expenditure due to decisions made by Council on 15 October 2025 due to the award of the Tree Maintenance & Management Contract and the Open Space Maintenance Contract including:
 - (\$0.55) million for one off transition costs related to the implementation of the new contracts

MEETING OF THE PORT PHILLIP CITY COUNCIL

19 NOVEMBER 2025



- (\$0.10) million for ongoing contract increase. Noting that ongoing costs increase significantly in 2025/26 by \$1.4m.

2.3.5 Other changes with no impact to cash surplus including:

- (\$1.78) million reduction in grants income due to early receipt of 2025/26 Grants Commission funding in the 2024/25 financial year (held in tied grants)
- (\$0.60) million for the extension of the Kerbside Collection Waste Contract including a one-off payment for the contractor to implement a series of service-optimisations to improve reliability and efficiency, reduce underlying costs, and support Council's service transformation objectives. This will be funded by a drawdown on the Waste Charge Reserve.
- (\$0.23) million funding provided to enable Council to backfill staff seconded to the Department of Health Maternal Child Health System Project - Phase 2 (offset by employee costs).
- (\$0.18) million additional income secured through the E-scooter program, with all revenue used to fund transport infrastructure requirements.
- \$0.06 million The Maternal Child Health Sleep and Settling information sessions and associated funding were withdrawn by the State Government. Council reduced its contribution to the program in 24/25 based on the State Government decision and this saving was added to Council's 24/25 efficiency savings. As they are no longer a funded program, the program will not continue.

2.3.6 There were also several movements that were caused by the amendments to AASB 13 Fair Value measurement that were applied at 30 June 2025 and resulted in an increase in \$194 million Council's asset valuation. This has resulted in:

- (\$4.0) million increase in depreciation due to higher asset values.
- \$2.4 million re-classification of expenditure from operating to capital due to AASB 13 Fair Value enabling greater scope for capitalisation of expenditure.

2.4 Council's updated forecast operating surplus has reduced by \$3.2 million from original budget of \$15.0 million to a forecast \$11.8 million. This decrease is primarily due to depreciation adjustments arising from Accounting Standard AASB13 valuation changes. Full details are contained in Attachment 1 financial statements including financial statements and commentary on material variances.

2.5 Council continues to pursue new efficiency savings to meet its targets. Council is working towards a \$1.3 million efficiency savings goal for Budget 2026/27 with \$1.2m of efficiency savings achieved year to date. Permanent efficiency savings achieved primarily through rationalisation of department budget without impact to services, management of insurance premiums, successful objections to land tax payable on land acquisitions and further improvement to management of parking infringements. Council is updating its core IT Strategies to prepare for the next wave of technology and



automation led innovation. This is likely to deliver better customer service and efficiencies in the medium term.

- 2.6 Council's financial sustainability risk rating is expected to maintain an overall low risk rating per the Victorian Auditor General's Office (VAGO) financial sustainability indicators, which is as budgeted.
- 2.7 That said, the first quarter review has posed several financial challenges for Council including ongoing utilisation challenges for Council' run long day care and aged care service, ongoing impacts of high inflation and a competitive recruitment market. Additional information is included in section 5.0 of this report.
- 2.8 Furthermore, cost shifting continues to pose a significant threat to Council's financial sustainability. In addition to substantial increases passed on by the State Government through the congestion levy and waste levy, both rising well above inflation and the rates cap, Council has been notified of further cost shifts, including:
 - 2.8.1 A 16% increase in Parking Lodgement Fee payable to Fines Victoria is expected, resulting in an estimated additional cost of \$0.36 million per annum.
 - 2.8.2 A 100% increase in Animal Registration Fee payable to State Government Agency, equating to approximately \$0.06 million per annum.
 - 2.8.3 Impacts of recently announced Planning legislative changes to be reviewed.
- 2.9 The Project Portfolio has decreased by net \$3.8 million to a 2025/26 forecast of \$89.7 million primarily due to project deferrals to 2026/27 and future years. Project delivery for 2025/26 remains a key focus for Council noting that many projects continue to be impacted by latent conditions, external dependency and resourcing challenges. A summary of project deferrals and significant movements for the quarter has been listed in attachment 3.
- 2.10 The first quarter financial review also provided opportunity to consider budgets inclusions. The following are for consideration (see detail in attachment 2):
 - 2.10.1 **Ripponlea Place Plan** - \$45,000 for technical background works including feature and level survey, preliminary tree and soil contamination assessments, community engagement and Metro Trains Melbourne (MTM) approval fee.
 - 2.10.2 **Emerald Hill Masterplan Refresh** - \$20,000 for technical investigation including feature and level survey, preliminary tree assessment and Traditional Owner engagement. Doing this work in the master planning stage will improve the reliability of future costings and help de-risk the delivery stage of the project.
 - 2.10.3 **Sustainability Projects** - \$95,000 savings from Commercial Electric Vehicle Charging Project as private sector is stepping in to investigate and do power connection work. Proposal to re-allocate savings to support the Act & Adapt Implementation Program, for new projects Sustainable Business (\$35,000) and Apartment Programs (\$45,000). Net Savings of \$15,000 to be returned
 - 2.10.4 **Woodruff Oval Renewal** - Woodruff Oval is currently planned to commence design in 2027/28 with delivery set for the following year. Given current impacts to the club, the Council is seeking to bring forward \$50,000 from 2027/28 for early works and allow for feasibility investigations to commence in third quarter 2025/26.



- 2.10.5 **Burnett Gray Playspace Upgrade** – Proposal to allocate an additional \$0.85 million for the expanded scope of the project. This is proposed to be funded by drawing down on Open Space Reserves
- 2.10.6 **Beacon Cove Boat Landing Upgrade** - Following completion of revised cost plan by an independent surveyor budget shortfall of \$1.6m has been identified. Advocacy work so far unsuccessful for funding and proposal to fund the project through a drawdown on the Asset Renewal Reserve.
- 2.11 There were several other budget updates that are included for noting, as they are deemed essential items:
 - 2.11.1 **Alma Park Play Space Upgrade** – Additional expenditure in response to an audit, work is required on the 'Slug & Mound' at Alma Park East Playground. As it doesn't currently align to Australian Playground Standards. The project requires \$382,000 in total. It is proposed to be funded through reprioritised savings from St Vincent Garden's Playground Upgrade.
 - 2.11.2 **Sandbar Power Upgrade** - New project to upgrade the power supply for the Sandbar Restaurant and public amenities. There is insufficient power supply to meet newer facility needs leading to frequent circuit breaker trips and potential safety hazards for the tenant, staff and community. Project to be funded through the Asset Renewal Reserve
 - 2.11.3 **North Port Oval – Player's Race Reconstruction** - New project for reconstruction of the suspended slab over the players' race at North Port Oval due to its compromised structural integrity. Project to be funded through the Asset Renewal Reserve.
- 2.12 The first quarter financial review also provides the opportunity to review budgets that were approved but not allocated as part of Budget 2025/26.
- 2.13 As part of Budget 2025/26 development, Council committed to the re-prioritisation of \$450,000 from the St Kilda Festival to fund greater investment in local arts and community events with \$270,000 remaining unallocated.
- 2.14 As part of the first quarter review, the allocation of remaining funds from the St Kilda Festival re-allocation were examined and a set of principles developed to support the allocation process (outlined in Section 4) with the following proposed allocations:
 - 2.14.1 Allocate \$50,000 for public art in Port Melbourne & Balaclava in the event Council is successful in its grant application through the Business Victoria's Multicultural Business Precinct Revitalisation Program.
 - 2.14.2 Delegated to the Chief Executive Officer to allocate the remaining \$220,000 using the allocation principles (as outlined in Section 4 of this report) and following consultation with the Mayor and Councillors.

3. RECOMMENDATION

That Council:

- 3.1 Notes that full year cumulative cash surplus before the first quarter budget requests is \$0.89 million which is \$0.35 million more than budget of \$0.54 million.
- 3.2 Notes attachment 1 – Financial Statements with accompanying explanatory notes.

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- 3.3 Approves the following additional funding requests for 2025/26 (see attachment 2 – Budget Requests):
 - 3.3.1 \$45,000 for Ripponlea Place Plan technical background works including feature and level survey, preliminary tree and soil contamination assessments, community engagement and Metro Trains Melbourne (MTM) approval fee.
 - 3.3.2 \$20,000 for Emerald Hill Masterplan Refresh technical investigation including feature and level survey, preliminary tree assessment and Traditional Owner engagement.
 - 3.3.3 \$35,000 for Sustainable Business Project and \$45,000 for Sustainable Apartment Program to be funded through savings from Commercial Electric Vehicle Charging Project.
- 3.4 Approves the following portfolio timing and budget updates which impact 2025/26 and future years (see attachment 2 – Budget Requests):
 - 3.4.1 \$845,000 additional for Burnett Gray Playspace Upgrade to include the expanded playspace upgrade. This is proposed to be funded by drawing down on Open Space Reserves and will be delivered in 2026/27.
 - 3.4.2 \$1.6 million additional for Beacon Cove Boat Landing Upgrade. While it is proposed to be funded from Council's Asset Renewal Fund due to safety risks, operational disruptions and greater expenditure required for inspection and maintenance. Advocacy work will continue for external funding.
 - 3.4.3 Updated delivery timelines for Woodruff Oval Renewal, with \$50,000 brought forward from 2027/28 for early works and allow for feasibility investigations to commence in third quarter 2025/26.
- 3.5 Notes the following essential portfolio timing and budget updates which impact 2025/26 and future years (see attachment 2 – Budget Requests):
 - 3.5.1 \$382,000 additional expenditure for Alma Park Play Space Upgrade through reprioritised savings from St Vincent Garden's Playground Upgrade.
 - 3.5.2 \$78,000 for the Sandbar Power Upgrade to be funded through the Asset Renewal Reserve
 - 3.5.3 \$270,000 for North Port Oval Player's Race Reconstruction to be funded through the Asset Renewal Reserve.
- 3.6 Approves the following items funded from the remaining \$270,000 of the St Kilda Festival budget reduction agreed in Budget 2025/26:
 - 3.6.1 \$50,000 for public art in Port Melbourne & Balaclava in the event Council is successful in its grant application through the Business Victoria's Multicultural Business Precinct Revitalisation Program.
 - 3.6.2 \$220,000 remaining for 2025/26 is delegated to the Chief Executive Officer for allocation using the allocation principles (as outlined in 4.2 of this report) and following consultation with the Mayor and Councillors.
- 3.7 Notes attachment 3 – Portfolio updates and achievements.

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- 3.8 Notes in accordance with Section 97(3) of the Act, the Chief Executive Officer supported by the Chief Financial Officer, concludes that a revised budget for 2025/26 is not required.
- 3.9 Authorises the Chief Executive Officer, or their delegate, to reflect any changes made by Council at tonight's meeting, and to make minor typographical corrections (including in any attachments to this report) before final publication.

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 quarterly financial reviews 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 2025/26 has been updated following the first quarter financial review to \$0.89 million, which is \$0.35 million more than budget of \$0.54 million before budget requests (Attachment 1).
- 4.5 Council's forecast operating surplus has decreased by \$3.2 million from budget of \$15.0 million to forecast \$11.7 million. Full details are contained in Attachment 1 financial statements including financial statements and commentary on material variances. The following section provides a high-level overview of key movements.
- 4.6 **Net revenue decreased by \$0.5 million mainly due to:**
 - 4.6.1 \$0.50 million increase in parking infringement income due to higher volumes of infringements and improved collections through the multi-offender program.
 - 4.6.2 \$0.23 million funding provided to enable Council to backfill staff seconded to the Department of Health Maternal Child Health System Project - Phase 2 (offset by employee costs).
 - 4.6.3 \$0.18 million additional funding secured through the E-scooter program, with all revenue used to fund transport infrastructure requirements.
 - 4.6.4 \$0.17 million net increase to capital grants largely due timing of receipt of funding. Funding payments are updated as project milestones changes.
 - 4.6.5 \$0.15 million increase in capital contributions related to the South Melbourne Town Hall Renewal and Upgrade Project.



- 4.6.6 (\$1.78) million reductions in grants income due to early receipt of 2025/26 Victorian Grants Commission General Purpose funding in the 2024/25 financial year.

4.7 Net expenditure increase of (\$2.7) million mainly due to:

- 4.7.1 \$0.45 million permanent efficiency savings achieved primarily through rationalisation of department budget without impact to services, management of insurance premiums, organisational re-alignment and successful objections to land tax payable on land acquisitions. Further efficiency savings are still in review.
- 4.7.2 \$2.39 million re-classification of expenditure from operating to capital following the amendments to AASB 13 Fair Value measurement that were applied at 30 June 2025 enabled greater scope for capitalisation of expenditure and therefore higher depreciation charge.
- 4.7.3 \$0.81 million decrease in operating spend within capital projects due to works completed in advance in 2024/25.
- 4.7.4 (\$0.18) million e-scooter related expenditure which includes line marking and transport infrastructure requirements (offset by income).
- 4.7.5 (\$0.23) million additional employee costs to backfill staff seconded to the Department of Health Maternal Child Health System Project - Phase 2 (offset by grant income).
- 4.7.6 (\$0.37) million increase to operating project delivery in 2025/26 predominately due to deferrals from 2024/25 after budget adoption (offset by reserves)
- 4.7.7 (\$0.60) million extension of the Kerbside Collection Waste Contract including a one-off payment to the contractor for a series of service-optimisations to improve reliability and efficiency, reduce underlying costs, and support Council's service transformation objectives. This will be funded by a drawdown on the Waste Charge Reserve.
- 4.7.8 (\$0.65) million Increase in expenditure due to the award of the Tree Maintenance & Management Contract and the Open Space Maintenance Contract including:
- (\$0.55) million for one of transition costs related to the implementation of the new contracts
 - (\$0.10) million for ongoing contract increase. Noting that ongoing costs increase significantly in 2025/26 by \$1.4m.
- 4.7.9 (\$1.40) million increase in employee costs to fund Enterprise Agreement outcomes (funded through reserves from prior years savings)
- 4.7.10 (\$4.00) million increase in depreciation (non-cash) following the amendments to AASB 13 Fair Value measurement that were applied at 30 June 2025 and resulted in an increase in \$194 million increase in Council asset valuation.

4.8 Net capital decrease of \$0.3 million mainly due to:

- 4.8.1 \$1.4 million net movement in opening capital works due to:

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- (\$1.0) million deferrals after budget adoption from 2024/25 to 2025/26, key deferrals include Middle Park Library deferred due to design updates and delays in construction for the Eco Centre Redevelopment.
 - \$2.4 million project spend completed in advance ahead of budget 2025/26 primarily driven by Land acquisition St Kilda East due to an outstanding property settlement and South Melbourne Town Hall Renewal prior year overspend.
- 4.8.2 \$2.7 million deferrals to future years predominately due to schedule delays and scope updates to Broadway Bridge Superstructure, St Kilda Adventure Playground, Queens Lane Pedestrian Improvements and the Electronic Security Expansion and Upgrade project.
- 4.8.3 \$0.4 million savings achieved through various projects including the water sensitive urban design at Pickles Street and Poolman Street Pedestrian Crossing project (funds returned to the Sustainable Transport Reserve).
- 4.8.4 (\$0.6) million projects spend brought forward from future years for Eildon Road Children Centre Upgrade and Woodruff Oval Renewal to enable a feasibility study.
- 4.8.5 (\$2.8) million reclassified from Operating to Capital expenditure due to a change in the Financial Accounting Standards (AASB 13)
- 4.8.6 See capital works statement for detailed breakdown (Attachment 1).
- 4.9 The forecasted net drawdown on council reserves has increased by \$0.56 million. This is primary due to timing changes for portfolio delivery and additional drawdowns to fund cost escalations. 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 first quarter, highlighted by the seven VAGO financial indicators below:

Indicator	Forecast 2025/26	Budget 2025/26	Variance	Risk
Net Result	4.1%	5.2%	(1.1%)	Low
Adjusted Underlying Result	(2.5%)	(1.1%)	(1.4%)	High
Working Capital	254%	231%	23%	Low
Internal Financing	63%	71%	(8%)	High
Indebtedness	3.1%	2.6%	(0.5%)	Low
Capital Replacement	256%	300%	(44%)	Low
Infrastructure Renewal Gap	167%	196%	(29%)	Low
Overall financial sustainability risk rating	Low	Low	No Change	Low



- 4.12 The indicators generally need to be considered from a medium to long-term trend perspective rather than for the current financial year. A medium rating over one or two years is acceptable particularly in response to short-term events 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 2025/26 included a 5.2 per cent net result due to an operating surplus of \$14.99m.
- 4.13.2 The Net Result has decreased to a forecast of 4.1 per cent for 2025/26 but maintains a low-risk rating. This is caused by the decrease in Council's operating surplus to \$11.74 million.

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 A small or negative underlying result 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, and use when required to fund upgrades, expansion and new public open space.
- 4.14.3 The Adjusted Underlying Result has decreased and maintains a 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 254 per cent with a low-risk rating.

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 per cent means cash reserves or borrowing are being used to fund capital works & major strategies, which is acceptable on occasions (short-term). A ratio above 100 per cent means that cashflows from operations are great than net capital outlays.
- 4.16.2 Internal financing was budgeted for 2025/26 at 71 per cent due to the significant capital portfolio planned in 2025/26 which is largely funded from drawdown on reserves. Internal financing is projected to increase back over 100 per cent in future years.
- 4.16.3 The internal financing rating has decreased marginally to 63 per cent in forecast 2025/26 due to the change in mix of capital cashflows.

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 3.1 per cent which is higher than budget and significantly lower than the 40 per cent target. Council has no current or planned borrowings in Budget 2025/26 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 decrease to 256 per cent (maintains a low-risk rating) caused by the \$4 million increase in depreciation following the amendments to AASB 13 Fair Value measurement that were applied at 30 June 2025 and resulted in an increase in \$194 million increase in Council asset valuation.

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 Forecast 2025/26 shows a decline in the infrastructure renewal gap compared to Budget 2025/26 based on the same reasons as capital replacement.

4.19.3 That said, it is significantly greater than the 120 per cent target.

St Kilda Festival Budget Re-Allocations

4.1 As part of Budget 2025/26 development, Council committed to the re-prioritisation of \$450,000 from the St Kilda Festival to fund greater investment in local arts and community events with the following initial allocations:

4.1.1 \$105,000 for one year to increase current Cultural Development Fund – Key Art Organisations allocations by \$15,000.

4.1.2 \$50,000 for one year to increase the Cultural Development Fund – Festivals and Events.

4.1.3 \$25,000 for the National Theatre for one year whilst they wait for the next competitive Cultural Development Fund – Key Organisations round.

4.1.4 This left remaining \$270,000 with allocations to be determined by Council resolution.

4.2 As part of the first quarter review, the allocation of remaining funds from the St Kilda Festival re-allocation were examined and a set of principles developed to support the allocation process. These include that:

4.2.1 The repurposed funds from the St Kilda Festival should support:

- Activities in different neighbourhoods, not just one area; and
- Initiatives that stimulate local place-based business, tourism and employment opportunities; and / or
- Activities that have clear benefits to residents, including cultural enrichment, social inclusion and wellbeing.

4.2.2 The types of activities it should support include:

- A range of art forms (visual arts, music, performance, digital arts etc) to reflect the diversity of our community; and

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- Creative organisations while the Cultural Development Fund is being refined; or
- New or innovative activities that contribute to local arts, culture and community events and activities; or
- Initiatives that address known gaps or barriers to the prosperity of creative industries in Port Phillip.

4.3 The following actions are proposed as part of the First Quarter Review:

- 4.3.1 Allocate \$50,000 for public art in Port Melbourne & Balaclava, in the event Council is successful in its grant application through the Business Victoria's Multicultural Business Precinct Revitalisation Program. This grant application seeks to celebrate the multicultural nature and heritage of both Bay Street, Port Melbourne and Carlisle Street, Balaclava, through:
 - Extending the Immigration Trail public art project in Port Melbourne
 - Revitalise public art along Carlisle Street and Duke Street, with a focus on telling the stories of the multicultural heritage of the street and its businesses
- 4.3.2 That the allocation of the remaining \$220,000 for 2025/26 is delegated to the Chief Executive Officer for allocation using the allocation principles outlined in 4.2 and following consultation with the Mayor and Councillors.

Project Portfolio Update

- 4.4 The Project Portfolio has decreased by net \$3.8 million to a 2025/26 forecast of \$89.7 million. This includes:
 - 4.4.1 \$77.8 million of capital program spend.
 - 4.4.2 \$11.9 million of operating program spend.
- 4.5 Portfolio deferrals and significant movements are published monthly in the CEO Report. Those identified in the first quarter review have been listed in attachment 3.
- 4.6 The portfolio status is tracking above the 12-month average with 81 per cent of projects reported On Track, 12 per cent At-Risk and 7 per cent Off Track.
- 4.7 The key challenges impacting delivery continue to be:
 - 4.7.1 Construction costs: Tenders and cost plans are still returning with significant increase in costs compared to budget.
 - 4.7.2 Third Party Approvals: Delays in receiving external approvals (outside Council's control).
 - 4.7.3 Contractor availability: Competition for resources for design and construction with the State Government Big Build and other Councils that are at the same point in delivery of their council plans.
 - 4.7.4 Resource market: recruitment is still competitive for project management and specialised roles.
 - 4.7.5 Latent conditions and external dependency: delayed caused by service authority works.



Budget Requests

- 4.8 The quarterly review process is also used to identify and assess urgent and unbudgeted expenditure proposals. Additional information on budget requests can be found in Attachment 2.
- 4.9 The following budget requests are for consideration:
- 4.9.1 **Ripponlea Place Plan** - \$45,000 for technical background works including feature and level survey, preliminary tree and soil contamination assessments, community engagement and Metro Trains Melbourne (MTM) approval fee.
 - 4.9.2 **Emerald Hill Masterplan Refresh** - \$20,000 for technical investigation including feature and level survey, preliminary tree assessment and Traditional Owner engagement. Doing this work in the master planning stage will improve the reliability of future costings and help de-risk the delivery stage of the project.
 - 4.9.3 **Sustainability Projects** - \$95,000 savings from Commercial Electric Vehicle Charging Project as private sector is stepping in to investigate and do power connection work. Proposal to re-allocate savings to support the Act & Adapt Implementation Program, for new projects Sustainable Business (\$35,000) and Apartment Programs (\$45,000). Net Savings of \$15,000 to be returned
 - 4.9.4 **Woodruff Oval Renewal** - Woodruff Oval is currently planned to commence design in 2027/28 with delivery set for the following year. Given current impacts to the club, the Council is seeking to bring forward \$50,000 from 2027/28 for early works and allow for feasibility investigations to commence in third quarter 2025/26.
 - 4.9.5 **Burnett Gray Playspace Upgrade** – Proposal to allocate an additional \$0.85 million for the expanded scope of the project. This is proposed to be funded by drawing down on Open Space Reserves
 - 4.9.6 **Beacon Cove Boat Landing Upgrade** - Following completion of revised cost plan by an independent surveyor budget shortfall of \$1.6m has been identified. Advocacy work so far unsuccessful for funding and proposal to fund the project through a drawdown on the Asset Renewal Reserve.
- 4.10 There were several other budget updates that are included for noting, as they are deemed essential items:
- 4.10.1 **Alma Park Play Space Upgrade** – Additional expenditure in response to an audit, work is required on the 'Slug & Mound' at Alma Park East Playground. As it doesn't currently align to Australian Playground Standards. The project requires \$382,000 in total. It is proposed to be funded through reprioritised savings from St Vincent Garden's Playground Upgrade. To meet safety requirements, this equipment is currently closed.
 - 4.10.2 **Sandbar Power Upgrade** - New project to upgrade the power supply for the Sandbar Restaurant and public amenities. There is insufficient power supply to meet newer facility needs leading to frequent circuit breaker trips and potential safety hazards for the tenant, staff and community. Project to be funded through the Asset Renewal Reserve
 - 4.10.3 **North Port Oval – Player's Race Reconstruction** - New project for reconstruction of the suspended slab over the players' race at North Port Oval

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due to its compromised structural integrity. Project to be funded through the Asset Renewal Reserve.

5. CONSULTATION AND STAKEHOLDERS

- 5.1 The quarterly budget review and consideration of unbudgeted initiatives has been conducted after engagement with relevant stakeholders from across the business if required.

6. LEGAL AND RISK IMPLICATIONS

- 6.1 As outlined in section 4, the Council's financial sustainability risk is considered low based on projections resulting from the first quarter financial review (as budgeted). However, there are several specific risks that Council is facing:
 - 6.1.1 Childcare utilisation continues to pose significant risk for Council. While there has been an improvement in long day care utilisation from 60% to 68% since February 2025, it is still below the short-term target of 75%. Officers are progressing on agreed actions including service review of children centres however it is unlikely that Council will achieve average 75% across the year.
 - 6.1.2 Persistent inflation continues to impact tender outcomes and annual contract pricing reviews – this is increasing our services cost base and portfolio delivery costs, which we are managing with tight fiscal controls. Several high-risk high-value procurements have recent occurred and resulted in significant increases to Council's cost bases.
 - 6.1.3 There are ongoing risks that further build to rent developments will be approved. These developments are not required to provide council with open space contributions – despite population increasing. Impact of known developments equates up to \$10m loss to council of open space contributions. These contributions are vital to fund our growing public and open space portfolio.
 - 6.1.4 The portfolio (including both capital and operating programs) continues to experience delivery risks for current and future years. The portfolio has been heavily review reviewed as part of the development of Budget 2025/26 to right size the portfolio however still poses a significant delivery risk for Council.
- 6.2 Cost shifting continues to pose a significant threat to Council's financial sustainable as highlighted during budget development. Recent announcements from the Victorian Government indicate further cost shifting, including:
 - 6.2.1 A 16% increase in Parking Lodgement Fee payable to Fines Victoria is expected, resulting in an estimated additional cost of \$0.36 million per annum.
 - 6.2.2 A 100% increase in Animal Registration Fee payable to State Government Agency, equating to approximately \$0.06 million per annum.
 - 6.2.3 Impacts of recently announced Planning legislative changes to be reviewed.

7. FINANCIAL IMPACT

- 7.1 Budget 2025/26 was adopted with a surplus of \$0.54 million. As at the end of the first quarter the surplus has increased to \$0.89 million (see Attachment 1).
- 7.2 If the budget requests (outlined in Attachment 2) are included the cash surplus would reduce from \$0.89 million to \$0.84 million.

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7.3 Regardless of the budget requests, Council is forecasting a low-risk financial sustainability rating at the end of the first quarter.

8. ENVIRONMENTAL IMPACT

8.1 The first 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 first quarter financial 2025/26 review including ongoing careful financial management will continue to deliver benefits to the community and support to the local economy.

10. GENDER IMPACT ASSESSMENT

10.1 Gender Impact Assessments (GIA) have not yet been completed for the budget requests and will be completed if the requests are approved.

11. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

11.1 The first quarter review 2025/26 supports strategic direction – “A trusted a high-performing organisation” 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.

12. IMPLEMENTATION STRATEGY

12.1 TIMELINE

12.1.1 The initiatives proposed can commence immediately if approved by Council.

12.2 COMMUNICATION

12.2.1 Since the Budget was set new information on the costs of initiatives and accuracy of forecasts has been received.

12.2.2 These changes are reflected in updated forecasts in the monthly CEO report. This includes major changes including deferrals associated with the project portfolio.

12.2.3 While Council's financial position remain sounds, there are financial risks materialising. Council is required to continue managing its finances prudently

13. OFFICER MATERIAL OR GENERAL INTEREST

13.1 No officers involved in the preparation of this report has declared a material or general interest in the matter.

ATTACHMENTS

1. Financial Statements - September 2025 
2. Budget Requests - September 2025 
3. Portfolio Updates and Achievements - September 2025 



Financial Statements

September 2025

Income Statement

Income Statement Converted to Cash

The Income Statement Converted to Cash provides a summary of all funding allocations accounting for operating result, capital expenditure, financial items, cash reserve movement and non-cash items such as depreciation. It is our key financial statement to ensure prudent financial management by maintaining a modest cumulative cash surplus.

	Year to date		YTD Variance		Full Year		Variance		Notes
	Actual (\$'000)	Forecast (\$'000)	Actual to Forecast (\$'000)	%	Forecast (\$'000)	Budget (\$'000)	Forecast to Budget (\$'000)	%	
Rates and Charges	52,381	52,287	94	0%	158,717	158,717	0	0%	
Statutory Fees and Fines	6,945	6,596	348	5%	25,988	25,488	500	2%	
User Fees	12,385	12,953	(567)	(4%)	47,842	47,842	(0)	(0%)	
Grants - Operating	1,891	1,969	(78)	(4%)	7,404	9,012	(1,608)	(18%)	
Grants - Capital	39	39	0	0%	13,557	13,384	173	1%	
Contributions - Monetary	2,867	2,821	46	2%	4,858	4,700	158	3%	
Other Income	5,455	5,265	190	4%	29,918	29,684	234	1%	
Total Income	81,963	81,931	32	0%	288,284	288,828	(544)	(0%)	1
Employee Costs	29,411	29,419	8	0%	119,449	118,412	(1,037)	(1%)	
Materials & Services	22,319	23,093	774	3%	98,230	101,633	3,404	3%	
Depreciation	7,166	7,140	(26)	(0%)	28,682	24,682	(4,000)	(16%)	
Depreciation - Right of Use assets	426	399	(27)	(7%)	1,594	1,594	0	0%	
Allowance for Impairment Losses (Bad Debts)	1,548	1,438	(110)	(8%)	3,501	3,501	(0)	(0%)	
Interest - Right of Use	105	92	(13)	(14%)	369	369	0	0%	
Other expenses	3,578	3,692	114	3%	21,737	20,674	(1,063)	(5%)	
Net proceeds from asset disposals	939	973	34	4%	2,978	2,978	0	0%	
Total Expenses	65,491	66,245	754	1%	276,540	273,843	(2,697)	(1%)	2
Operating Surplus / (Deficit)	16,472	15,686	786	5%	11,744	14,985	(3,241)	(22%)	
Income Statement Converted to Cash									
Adjustments for non-cash operating items:									
• Add back depreciation	7,166	7,140	26	0%	28,682	24,682	4,000	16%	
• Add back amortisation	426	399	27	7%	1,594	1,594	0	0%	
• Add back written-down value of infrastructure assets disposals	1,202	1,200	2	0%	4,326	4,326	0	0%	
• Add back balance sheet work in progress reallocated to operating	5	0	5	0%	1,200	1,200	0	0%	
	8,799	8,738	60	1%	35,802	31,802	4,000	13%	
Adjustments for investing items:									
• Less Capital Expenditure	(11,867)	(15,139)	3,272	(22%)	(73,747)	(74,079)	331	(0%)	3
Adjustments for financing items:									
• Less Lease Repayments	(398)	(381)	(18)	(5%)	(1,522)	(1,522)	0	0%	
	(398)	(381)	(18)	(5%)	(1,522)	(1,522)	0	0%	
Adjustments for financing items:									
Net Reserves Drawdown/ (Replenishment)	0	0	0	0%	25,469	26,033	(564)	(2%)	4
Current Year Cash Surplus/ (Deficit)	13,006	8,905	4,101	46%	(2,254)	(2,781)	527	(19%)	
Opening balance cash surplus/ (Deficit)	3,143	3,143	0	0%	3,143	3,317	(174)	(5%)	
Accumulated Cash Surplus	16,149	12,048	4,101	34%	889	536	353	66%	

Refer to explanatory notes on material (greater than \$100,000) forecast adjustments.

Income statement converted to comprehensive income

The income statement converted to comprehensive income includes the net asset revaluation increment (decrement reversal) and share of other comprehensive income of associates and joint ventures accounted for by the equity method, to arrive at a 'comprehensive result'. The comprehensive result equates to the movement in net assets or total equity.

Council assets are used to provide essential services to our community; therefore Council does not generally divest assets unless they are non-strategic assets. The projected increase in asset revaluation reflects the rising market value and the current cost (with inflation) to replace them. In turn additional investment/ budget for asset renewal will be required annually.

	Year to date		YTD Variance		Full Year		Variance		Notes
	Actual (\$'000)	Forecast (\$'000)	Actual to Forecast (\$'000)	%	Forecast (\$'000)	Budget (\$'000)	Forecast to Budget (\$'000)	%	
Operating Surplus/ (Deficit) for the year	16,472	15,686	786	5%	11,744	14,985	(3,241)	(22%)	
			0	0%			0	0%	
Items that will not be reclassified to surplus or deficit in future periods									
• Net asset revaluation gain /(loss)	0	0	0	0%	44,382	44,382	0	0%	
• Share of other comprehensive income of associates and joint ventures		0	0	0%			0	0%	
Total Other Comprehensive Income	0	0	0	0%	44,382	44,382	0	0%	
			0	0%			0	0%	
Total Comprehensive Result	16,472	15,686	786	5%	56,126	59,367	(3,241)	(5%)	

Notes to the Income Statement

Legend: ↑ financial improvements, → neutral impact, ↓ unfavourable financial changes

Note 1. Operating income forecast adjustments:

↑ → ↓	Variance (\$,000's)	Operating income forecast explanatory notes
↑	500	Increase in parking infringement income due to higher volumes of infringements and improved collections through the multi-offender program.
→	230	Funding provided to enable Council to backfill staff seconded to the Department of Health Maternal Child Health System Project - Phase 2 (offset by employee costs).
→	184	Additional income secured through the E-scooter program, with all revenue used to fund transport infrastructure requirements.
→	173	Net increase to capital grants largely due timing of receipt of funding. Funding payments are updated as project milestones changes.
→	150	Increase in capital contributions related to the South Melbourne Town Hall Renewal and Upgrade Project.
→	(62)	Reduction in grant funding for Maternal Child Health due to the cancellation of the sleep and settling information session as the department has refocused funding on core service provision (offset by reduced employee costs).
→	(1,779)	Reduction in grants income due to early receipt of 2025/26 Victorian Grants Commission general purpose funding for local governments in the 2024/25 financial year.

Note 2. Operating expenditure forecast adjustments:

↑ → ↓	Variance (\$,000's)	Operating expenditure forecast explanatory notes
↑	455	Permanent efficiency savings achieved primarily through rationalisation of department budget without impact to services, management of insurance premiums, organisational re-alignment and successful objections to land tax payable on land acquisitions. Further efficiency savings are still in review.
→	2,390	Re-classification of expenditure from operating to capital following the amendments to AASB 13 Fair Value measurement that were applied at 30 June 2025 enabled greater scope for capitalisation of expenditure.
→	813	Decrease in operating spend within capital projects due to works completed in advance in 2024/25.
→	62	Reduction in employee costs for Maternal Child Health due to the cancellation of the sleep and settling information session as the department has refocused funding on core service provision (offset by reduced grant funding)
→	(184)	E-scooter related expenditure which includes line marking and transport infrastructure requirements (offset by income).
→	(230)	Additional employee costs to backfill staff seconded to the Department of Health Maternal Child Health System Project - Phase 2 (offset by grant income).
→	(367)	Increase to operating project delivery in 2025/26 predominately due to deferrals from 2024/25 after budget adoption (offset by project deferral reserves)
→	(600)	Extension of the Kerbside Collection Waste Contract including a one-off payment for the contractor for a series of service-optimisations to improve reliability and efficiency, reduce

↑ → ↓	Variance (\$,000's)	Operating expenditure forecast explanatory notes
		underlying costs, and support Council's service transformation objectives. This will be funded by a drawdown on the Waste Charge Reserve.
→	(1,400)	Increase in employee costs to fund Enterprise Agreement outcomes (funded through reserves from prior years savings)
→	(4,000)	Increase in depreciation (non-cash) following the amendments to AASB 13 Fair Value measurement that were applied at 30 June 2025 and resulted in an increase in \$194 million increase in Council asset valuation.
↓	(650)	Increase in expenditure due to the award of the Tree Maintenance & Management Contract and the Open Space Maintenance Contract including: ▪ (\$0.55) million for one of transition costs related to the implementation of the new contracts ▪ (\$0.10) million for ongoing contract increase. Noting that ongoing costs increase significantly in 2025/26 by \$1.4m.

Note 3. Capital expenditure forecast adjustments:

↑ → ↓	Variance (\$,000's)	Capital expenditure forecast explanatory notes
→	331	See capital works statement for full breakdown. Key Movements include: ▪ (\$1.0m) deferrals after budget adoption from 2024/25 to 2025/26, key deferrals include Middle Park Library deferred due to design updates and delays in construction for the Eco Centre Redevelopment. ▪ \$2.4m project spend completed in advance ahead of budget 2025/26 primarily driven by Land acquisition St Kilda East due to an outstanding property settlement and South Melbourne Town Hall Renewal prior year overspend. ▪ \$2.7m deferrals to future years predominately due to schedule delays and scope updates to Broadway Bridge Superstructure, St Kilda Adventure Playground, Queens Lane Pedestrian Improvements and the Electronic Security Expansion and Upgrade project. ▪ \$0.4m Savings achieved through various projects including the water sensitive urban design at Pickles Street and Poolman Street Pedestrian Crossing project (funds returned to the Sustainable Transport Reserve). ▪ (\$0.6m) project spend brought forward from future years for Eildon Road Children Centre Upgrade and Woodruff Oval Renewal to enable a feasibility study. ▪ (\$2.8m) Reclassified from Operating to Capital expenditure due to a change in the Financial Accounting Standards (AASB 13

Note 4. Reserve forecast adjustments:

As at September 2025, the net drawdown on reserves has decreased from \$26.0 million to \$25.5 million. The \$0.5 million decrease is primarily caused by:

  	Variance (\$,000's)	Reserve forecast adjustment explanatory notes
→	1,309	Strategic Reserves – lower net drawdown on strategic reserves, predominately the sustainable transport reserve due to updated timing and external funding secure for delivery of transport projects.
→	1,073	Open Space Reserves – lower net drawdown on open space reserves due to land acquisitions delivered ahead of budget in 2024/25 and works deferred to future years.
→	419	Other Reserves – greater net drawdown on other reserves, predominately the asset renewal fund due to increased drawdown for South Melbourne Town Hall Renewal and Upgrade project.
→	(2,217)	Contractual Reserves – greater net drawdown on contractual reserves, predominately the middle park beach nourishment reserves due to grant funding received in advance in 2024/25 and the Waste Charge reserve due to extension of the Kerbside Collection contract

Balance Sheet

	Opening Balance \$'000	Year to Date			Full Year				
		Actual \$'000	Forecast \$'000	Variance \$'000	Forecast \$'000	Budget \$'000	Variance \$'000	Variance %	Note
ASSETS									
Current assets									
Cash and cash equivalents	17,136	28,545	24,043	4,503	21,033	13,330	7,703	58%	1
Trade and other receivables	40,641	59,140	59,251	(111)	38,751	33,897	4,854	14%	2
Other financial assets	63,000	62,016	59,000	3,016	45,500	45,500	0	0%	1
Prepayments	1,496	137	196	(59)	4,496	7,226	(2,730)	(38%)	
Non current assets classified as held for sale	1,202	0	0	0	0	0	0	0%	
Contract assets (Accrued Income)	1,698	1,042	1,723	(681)	1,766	3,069	(1,303)	(42%)	
Total current assets	125,173	150,880	144,213	6,667	111,546	103,022	8,524	8%	
Non-current assets									
Investments in associates and joint ventures	157	157	157	0	184	188	(4)	(2%)	
Trade and other receivables	609	610	609	1	655	693	(39)	(6%)	
Other financial assets	25,023	2,995	5,023	(2,028)	10,023	10,000	23	0%	
Property, infrastructure, plant and equipment	3,671,479	3,676,175	3,679,480	(3,306)	3,756,602	3,638,768	117,834	3%	3
Right of use assets	7,192	6,766	6,793	(27)	5,598	5,612	(14)	(0%)	
Total non-current assets	3,704,460	3,686,703	3,692,063	(5,360)	3,773,062	3,655,261	117,801	3%	
TOTAL ASSETS	3,829,633	3,837,582	3,836,275	1,307	3,884,608	3,758,283	126,325	3%	
LIABILITIES									
Current liabilities									
Trade and other payables	15,894	2,595	2,632	37	16,848	13,450	(3,398)	(25%)	4
Trust funds and deposits	6,978	12,388	12,118	(270)	7,257	7,089	(168)	(2%)	
Contract and Other Liabilities	2,913	1,870	1,971	101	1,250	626	(624)	(100%)	
Provisions	16,844	18,214	17,181	(1,033)	17,518	21,347	3,829	18%	5
Lease liabilities	1,610	7,109	7,126	18	1,088	2,137	1,049	49%	
Total current liabilities	44,239	42,176	41,028	(1,148)	43,961	44,649	688	2%	
Non-current liabilities									
Provisions	3,179	2,617	3,243	626	3,306	2,831	(475)	(17%)	5
Lease liabilities	5,897	0	0	0	4,897	4,082	(815)	(20%)	
Total non-current liabilities	9,076	2,617	3,243	626	8,203	6,913	(1,290)	(19%)	
TOTAL LIABILITIES	53,315	44,793	44,271	(522)	52,164	51,562	(602)	(1%)	
TOTAL ASSETS	3,776,318	3,792,789	3,792,004	785	3,832,444	3,706,721	125,723	3%	
EQUITY									
Accumulated surplus	731,567	748,041	747,253	788	768,780	755,624	13,156	2%	
Asset revaluation reserve	2,946,513	2,946,512	2,946,513	(1)	2,990,895	2,885,676	105,219	4%	3
Other reserves	98,238	98,237	98,238	(1)	72,769	65,421	7,348	11%	
TOTAL EQUITY	3,776,318	3,792,790	3,792,004	786	3,832,444	3,706,721	125,723	3%	

Balance Sheet explanatory notes

Note	Explanatory notes
1	The updated mix of cash and investments (including term deposits) reflects an increase in cash at the prior year-end, primarily due to grants received in advance and improved debt collection.
2	Higher projected receivables (predominantly parking infringements). While steady collections continue, total value of debt is increasing annually in alignment with growth in rates base.
3	Increase in Council asset valuation following the amendments to AASB 13 Fair Value measurement that were applied at 30 June 2025.
4	Increase in trade and other payables following prior year payment trends.
5	Updated provision balances based on updated position at 30 June 2025.

Statement of Cash Flows

	Full Year 2024/25 \$'000	Year to Date			Forecast \$'000	Full Year Budget \$'000	Variance \$'000	Variance %	Note
	Actual \$'000	Forecast \$'000	Variance \$'000						
Cash flows from operating activities									
Rates and charges	152,199	7,262	7,168	94	158,717	158,217	500	0%	
Statutory fees and fines	21,482	17,376	17,087	288	23,316	22,196	1,120	5%	
User Fees	44,528	29,728	30,286	(557)	51,299	51,994	(695)	(1%)	
Grants - operating	16,732	849	1,027	(179)	5,741	7,012	(1,271)	(18%)	
Grants - capital	4,489	39	39	0	13,557	13,384	173	1%	
Contributions- monetary	5,912	2,867	2,821	46	4,858	4,700	158	3%	
Interest received	5,742	988	908	81	3,597	3,597	(0)	(0%)	
Trust funds and deposits taken	23,913	19,070	18,795	275	54,889	54,840	49	0%	
Other receipts	19,474	5,635	4,766	870	18,259	18,070	189	1%	
Net GST refund	13,438	1,755	2,202	(447)	14,388	12,104	2,284	19%	
Employee costs	(113,985)	(28,603)	(29,018)	415	(118,674)	(117,753)	(921)	(1%)	
Materials and services	(89,657)	(33,545)	(34,769)	1,224	(116,741)	(117,062)	321	(0%)	
Short term, low value and variable lease payments	(856)	0	0	0	0	0	0	0%	
Trust funds and deposits repaid	(23,559)	(13,660)	(13,655)	(5)	(54,610)	(54,640)	30	(0%)	
Other payments	(13,816)	(3,936)	(4,061)	125	(13,291)	(12,122)	(1,169)	(10%)	
Net cash provided by/(used in) operating activities	66,036	5,825	3,597	2,228	45,306	44,538	768	2%	1
Cash flows from investing activities									
Payments for property, infrastructure, plant and equipment	(103,912)	(17,187)	(20,444)	3,257	(73,365)	(74,079)	714	(1%)	
Proceeds from sale of property, infrastructure, plant and equipment	285	263	227	36	1,348	1,348	0	0%	
Payments for investments	(88,023)	(62,016)	(59,000)	(3,016)	(55,523)	(52,019)	(3,504)	(7%)	
Proceeds from sale of investments	125,500	85,028	83,000	2,028	88,023	56,997	31,026	54%	
Net cash provided by/(used in) investing activities	(66,150)	6,089	3,783	2,306	(39,517)	(67,753)	28,236	(42%)	2
Cash flows from financing activities									
Interest paid - lease liability	(456)	(105)	(92)	(13)	(369)	(369)	(0)	(0%)	
Repayment of lease liabilities	(1,506)	(398)	(381)	(18)	(1,522)	(1,522)	(0)	(0%)	
Net cash provided by/(used in) financing activities	(1,962)	(503)	(473)	(30)	(1,891)	(1,891)	(0)	(0%)	
Net (decrease) increase in cash and cash equivalents	(2,076)	11,410	6,907	4,503	3,897	(25,106)	29,003	(116%)	2
Cash and cash equivalents at the beginning of the financial year	19,212	17,136	17,136	0	17,136	38,435	(21,299)	(55%)	2
Cash and cash equivalents at the end of the financial year (investment less than 90 days)	17,136	28,546	24,043	4,503	21,033	13,329	7,704	58%	
Total cash and investments	105,159	93,557	88,066	5,491	76,556	68,830	7,726	11%	3

Cash flows explanatory notes

Note	Explanatory notes
1	Decrease in cash provided through operating activities is largely due to grants and income received in advance in 2024/25. These funds have been ringfenced in reserves for use in future years.
2	Increase in net cash provided through investing activities due to the timing of maturity of term deposits and investments at financial year end.
3	The overall cash and investment balance has increased largely due to the \$6.5 million greater cash and investment balance carried forward from 2024/25.

Capital Works Statement

Property	Year to date		YTD Variance		Full Year		Variance		Notes
	Actual (\$'000)	Forecast (\$'000)	Actual to Forecast (\$'000)	%	Forecast (\$'000)	Budget (\$'000)	Forecast to Budget (\$'000)	%	
Land	0	0	0	0%	819	1,475	656	44%	1
Buildings	6,207	7,774	1,567	20%	30,910	29,319	(1,590)	(5%)	2
Total Property	6,207	7,774	1,567	20%	31,729	30,794	(934)	(3%)	
Plant and Equipment									
Plant, machinery and equipment	380	388	8	2%	2,821	2,804	(17)	(1%)	
Fixtures, fittings and furniture	36	249	212	85%	639	689	50	7%	
Computers and telecommunications	182	140	(42)	(30%)	675	750	75	10%	
Heritage plant and equipment	0	0	0	0%	30	30	0	0%	
Library books	148	181	32	18%	699	722	23	3%	
Total Plant and Equipment	747	957	210	22%	4,864	4,995	131	3%	
Infrastructure									
Roads	564	559	(5)	(1%)	4,410	4,558	148	3%	4
Bridges	21	10	(11)	(117%)	1,507	2,057	550	27%	5
Footpaths and cycleways	1,186	1,352	166	12%	6,693	7,718	1,025	13%	6
Drainage	108	65	(43)	(67%)	2,246	2,407	161	7%	7
Parks, open space and streetscape	3,034	4,423	1,389	31%	22,299	21,549	(750)	(3%)	8
Total Plant and Equipment	4,913	6,408	1,495	23%	37,155	38,289	1,134	3%	
Total Capital Works Expenditure	11,867	15,139	3,272	22%	73,747	74,079	331	0%	
Capital Expenditure Type									
New asset expenditure	1,072	1,307	235	18%	11,688	13,302	1,614	12%	
Asset renewal expenditure	3,118	3,647	529	15%	20,262	21,102	840	4%	
Asset upgrade expenditure	5,811	7,334	1,523	21%	27,712	27,331	(381)	(1%)	
Asset expansion expenditure	1,866	2,851	985	35%	14,085	12,343	(1,742)	(14%)	
Total Capital Works Expenditure	11,867	15,139	3,272	22%	73,747	74,078	331	0%	

Capital expenditure explanatory notes:

Note		Variance (\$,000's)	Explanatory notes
1	→	656	Land \$0.65m reduction due to timing land acquisitions being completed in prior year.
2	→	(1,590)	Buildings The buildings forecast has increased largely due (\$1.6m) being reclassified from operating to capital expenditure due to a change in the Accounting Standards (AASB 13), enabling greater capitalisation of project costs. There were also several timing changes to the building portfolio: \$0.96m worth of works completed early and delivered in 2024/25 reducing projected spend in 2025/26. This includes delivered at South Melbourne Town Hall, Lagoon Reserve Pavilion and Eildon Road Children's Centre. (\$0.69m) deferrals to 2025/26 after budget adoption including for the Middle Park Library (\$0.22m) deferred due to design updates and Eco Centre Redevelopment (\$0.21m) deferred because of delays in construction. \$0.26m of deferral to future years including for The Avenue Childcare Centre Redevelopment. (\$0.33m) of future years works brought forward for Eildon Road Children's Centre
3	→	(17)	Plant, Machinery and Equipment

Note	  	Variance (\$,000's)	Explanatory notes
			Increase largely due to deferrals from 2024/25 after budget adoption including for Parking Sensors Installations.
4	→	148	Roads Decrease largely due to works completed in advance in 2024/25 for the Road Construction – Park Street.
5	→	550	Bridges Decrease due to the deferral of \$0.55m to 2026/27 for Broadway Bridge Superstructure because of schedule delays.
6	→	1,025	Footpaths and Cycleways Decrease largely due to works completed in advance in 2024/25 for \$0.1m Park Street Bike Link because of overspend and Savings of \$1.7m for Poolman Street Pedestrian Crossings returned to Sustainable Transport Reserve.
7	→	161	Drainage Decrease because of a deferral of \$0.06m to 2026/27 for Elwood Canal Planting and \$0.09m Savings for WSUD Pickles Street based on design completed and quotes received.
8	→	(750)	Parks, open space and streetscape The parks, open space and streetscapes forecast has increased largely due (\$1.2m) being reclassified from operating to capital expenditure due to a change in the Accounting Standards (AASB 13), enabling greater capitalisation of project costs. There were also several timing changes to the parks, open space and streetscape portfolio: ▪ \$0.4m worth of works completed early and delivered in 2024/25 reducing projected spend in 2025/26. This includes delivered at Sol Green Reserve, St Vincent's Gardens Playground, St Kilda Pier Landside Works and Shrine to Sea Works. ▪ (\$0.3m) deferrals to 2025/26 after budget adoption including for Elwood Foreshore Facilities, Park Lighting Renewal and Upgrades and the Open Space Development program. \$0.53m of deferral to future years including for the St Kilda Adventure Playground due to delays in detailed design.

Budget Requests - September 2025

City of Port Phillip

Initiatives	Background	Proposal	Total Expenditure	Impact on 2025/26 Full Year Cash Surplus	Impact on 2026/27 Full Year Cash Surplus	Value for money	Deliverability Rating
Beacon Cove Boat Landing Upgrade	Beacon Cove Boat Landing is a critical infrastructure asset used by commercial, recreational, and emergency vessels. Its location offers sheltered conditions, but the existing timber structure has deteriorated significantly due to marine borer damage, creating safety risks and making it unsuitable for long-term use. The landing is inaccessible for people with mobility issues and cannot meet increased demand from rescue and commercial vessels. Despite ongoing inspections and temporary repairs, the structure requires replacement. A project was initiated in 2022/23 following a submission from the Port Melbourne Yacht Club to address these issues.	Council engaged consultants to develop a long-term solution, resulting in a detailed design for a floating pontoon system that meets safety, accessibility, and compliance standards. The design includes corrosion-resistant materials, DDA-compliant access, and mooring points for various vessels. Estimated construction costs total \$1.8 million, creating a \$1.6 million budget shortfall despite previous allocations and unsuccessful grant applications. Alternative low-cost options were assessed but deemed non-compliant and unsuitable. The proposal is to be funded through a drawdown on the Asset Renewal Reserve.	(\$1,600,000)	\$0	\$0	High	High
Turnett Gray Playspace Upgrade	The project aims to improve the playground's functionality and accessibility while enhancing the overall amenity of the park. Proposal to progress with an expanded playspace upgrade, which balances play value, inclusivity, and landscape integration. The design will be shared with the community on the Council's Have Your Say page on November 25, alongside broader engagement activities for the Ripponlea Master planning initiative.	Additional funding of \$845,000 in the 2026/27 financial year. The project will be funded through a drawdown on open space reserve and repurposed savings from St Vincent's Gardens Playground	(\$845,000)	\$0	\$0	High	High
Ripponlea Place Plan	Additional funding for technical background works including feature and level survey, preliminary tree and soil contamination assessments, community engagement and Metro Trains Melbourne (MTM) approval fee. We are advocating to waive the 15k fees. Doing this work in the master planning stage will improve reliability of future costings and help de-risk the delivery stage of the project.	Additional funding of \$45,000 is requested to complete this work	(\$45,000)	(\$45,000)	\$0	High	High
Emerald Hill Masterplan Refresh	Additional funding for technical investigation including feature and level survey, preliminary tree assessment and Traditional Owner engagement. Doing this work in the master planning stage will improve the reliability of future costings and help de-risk the delivery stage of the project.	Additional funding of \$20,000 is requested to complete this work	(\$20,000)	(\$20,000)	\$0	High	High
Woodruff Oval Renewal	Woodruff Oval at J.L. Murphy Reserve is one of 14 sportsgrounds managed by Council. The 2024 Sports Facilities Plan prioritised redevelopment timing based on need, function, and condition, identifying Woodruff Oval as a high-priority upgrade following recent sportsground improvements. Woodruff Oval is currently planned to commence design in 2027/28 with delivery set for the following year.	Given current impacts to the club, the Council is seeking to bring forward \$50k from 2027/28 for early works and allow for feasibility investigations to commence in Q3 2025/26. This will bring forward design and construction phases of this project to provide an earlier delivery timeline of 12 months. Reschedule the construction phase of Peanut Farm Reserve to a later date based on the current enhanced maintenance works	(\$50,000)	\$0	\$0	High	High
Sustainability Projects	The Commercial Electric Vehicle Charging Project has \$95,000 savings as private sector is stepping in to investigate and do power connection work.	Proposal to re-allocate savings to support the Act & Adapt Implementation Program, for new projects Sustainable Business (\$35k) and Apartment Programs (\$45k). Net Savings of \$15k to be returned	\$15,000	\$15,000	\$0	High	High
Alma Park Play Space Upgrade	In response to an audit, work is required on the 'Slug & Mound' at Alma Park East Playground. As it doesn't currently align to Australian Playground Standards. To meet safety requirements, this equipment is currently closed.	The project requires \$382k in total - \$20k in 2025/26, \$357k in 2026/27 and \$5k in 2027/28. It is proposed to be funded through reprioritised savings from St Vincent Garden's Playground Upgrade.	(\$382,000)	\$0	\$0	High	High
Sandbar Power Upgrades	New project to upgrade the power supply for the Sandbar Restaurant and public amenities. There is insufficient power supply to meet newer facility needs leading to frequent circuit breaker trips and potential safety hazards for the tenant, staff and community.	Total project cost of \$78,000. Project to be funded through the Asset Renewal Reserve	(\$78,000)	\$0	\$0	High	High
North Port Oval – Player's Race Reconstruction	New project for reconstruction of the suspended slab over the players' race at North Port Oval due to its compromised structural integrity.	Total project cost of \$270,000. Project to be funded through the Asset Renewal Reserve	(\$270,000)	\$0	\$0	High	High



First Quarter Review 2025-26

Project Updates:

Budget Increases:

Project	Comment	2025/26 Change
Eildon Road Children's Centre Upgrade	Additional funding \$1.4m across 2 years (\$602k for this financial year) utilising allocations from other projects within Children's Centre Upgrade Program. Councillors supported this approach at a Councillor briefing.	(\$0.6m)
Childcare Centre Fence Compliance	Additional funding and extended site completion by 3 months (15-Aug-2025 to 12-Nov-2025). To address costs related to unforeseen latent conditions resulting in increased consultant surveying costs, design adjustments and temporary fencing.	(\$148k)
Building Asset Renewals	Additional funding to proceed with existing planned renewals scope, including St Kilda Life Saving Club, as well as reactive requests that continue to arise through inspections, audits and engagement with stakeholders / tenants.	(\$300k)
Edward Parks Public Amenities	Additional funding from the Asset Renewal Reserve for additional sewer outfall pump infrastructure, as presented at Council meeting on 18-Jun-2025.	(\$70k)
Civil program	Overall the civil program remains within budget. Additional funding required for Kerb and Gutter Renewals (\$25k) and Pram Crossing Upgrades (\$75k) will be funded through re-prioritisation of savings.	-
Open Space and Tree Maintenance Procurement	Additional \$150k to address 2025/26 and 2026/27 shortfall due to costs exceeding the initial project estimates. These include costs for consultants, legal fees and wages.	(\$150k)
Enterprise Agreement Renewal and Compliance Activities	Additional funding for additional consultancy services for the multi-employer bargaining, engagement before and during negotiation process, and legal representation at the Fair Work Commission.	(\$90k)

Project Savings:

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Project	Comment	2025/26 Change
Gasworks Arts Park – Park Upgrade	Project declared \$200k savings as the works near construction completion.	\$200k
Nightingale Street Pedestrian Crossing	This project was able to identify savings following completion of detailed design and RQA process costings. The Council successfully secured a grant from the Transport Accident Commission of (\$195k). The external funding means that Council no longer has to drawdown on the Sustainable Transport Reserve over the next two years.	\$78k
St Vincent Gardens Playground	Project declared \$400k savings as the works near construction completion.	\$400k

Deferrals – Timing Changes:

Project	Comment	2025/26 Change
Broadway Bridge Superstructure Deck Construction	Deferral of 3 months due to resourcing constraints and delays to the finalisation of the tender documentation, impacting dates for contract awards and mobilisation.	\$550k
The Avenue Childcare Centre Redevelopment	Revised timing and funding to reflect updated construction that will take place in 2026/27, aligning with Council briefing on 21-Aug-2025 and commitment with Victoria School Building Authority.	\$259k
Queens Lane Pedestrian Improvements	Defer the \$535k budget and construction activities from 2025/26 to 2027/28. To allow for the in-progress developments on Queens Lane/Leopold St and Arthur St/Queens St to be completed.	\$535k
Electronic Security Expansion & Upgrade	Deferral from 2025/26 to 2026/27 and schedule extend by 6 months (Aug-2026 to Feb-2027) as additional time was required to obtain additional building permits.	\$394k
Melbourne Water Drainage	Update project end date by 12 months (Jun-2027 to Jun-2028) due to change in Contractor methodologies from concurrent delivery to sequential. Transfer \$110k for 2027/28 from Elwood Foreshore Development Program to extend project resources. Scope updated to include additional lay down area requested by Melbourne Water for the construction contractor.	-
Footpath Construction – Jackson St	Deferral required as a further design review with key stakeholders given the age of initial design. Plus a current development (large-scale demolition and development project) near the site is expected to two years to complete. Therefore, the deferral of the footpath construction allows for a broader streetscape investigation, updated design and consultation process. This project plans for design in 2025/26 and construction in 2026/27.	\$220k

Project	Comment	2025/26 Change
Building Safety Corrective Action Response	Extension of project completion by 4 months from Nov-2025 to Feb-2026 to complete the remaining site (Port Melbourne Town Hall) due to delays during the procurement and contractor onboarding phase.	-
Open Space Development Program – Lansdowne Rd	Deferral as the extension of construction completion. This was due project resourcing, and additional feasibility studies and community engagement required.	\$57k
Middle Park Beach Renourishment	Deferral due to contractor unable to start construction until Jul-2026, however the completion date is less impacted (Sep-2026) as they have identified a more efficient construction methodology. Also note, Department of Energy, Environment and Climate Action (DEECA) has provided additional funding in 2027/28 (\$350k) to support the renourishment works.	\$980k

Project Major Achievements:

A healthy and connected community

- Request for tender released for The Avenue and Eildon Road.

An environmentally sustainable and resilient City

- The Balaclava East St Kilda Urban Forest Precinct Plan adopted.
- Tender evaluation for the Kerbside Collection contract completed
- PMTH Auditorium HVAC replacement complete
- Draft updated Don't Waste It! Strategy approved and community engagement commenced

An engaged and empowered community

- Shrine to Sea (Kerferd Road Median & Forecourt Works) community consultation on project design complete.

A trusted and high-performing organisation

- Elwood Angling Club Roof Replacement Construction Completed
- Wellness space at PMTH established and furnished
- SKTH Foyer meeting and storage area upgraded
- Delivery of stage 2 of Building Masterkey replacement commenced

A safe and liveable City

- Road, Footpath, Kerb and Channel, Pram Crossing and Stormwater Renewal programs contracts awarded and works commenced
- Tender evaluations complete for Open Space and Tree Maintenance contract
- Bay Trail Lighting (SMLSC to PMLSC) upgrades complete
- Park St civil road construction completed

A vibrant and thriving community

- St Kilda Pier Landside project construction commenced.
- SMM Project Connect tender to award the Principal Design Consultant contract has concluded, with recommendation presented at Council Meeting 15 October 2025.
- New change rooms at Elwood Park have opened for use.
- JL Murphy Pitch 2 & 3 Upgrade reached practical completion
- Commencement of Peanut Farm Oval Enhanced Maintenance works
- Finalisation of the Alma Park East - Multi Purpose Court Design.

MEETING OF THE PORT PHILLIP CITY COUNCIL

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13.2 129 BEACONSFIELD PARADE, ALBERT PARK - AWARD OF LEASE

EXECUTIVE MEMBER: PAUL WOOD, ACTING GENERAL MANAGER CITY
INFRASTRUCTURE

PREPARED BY: VICKI TUCHANT, MANAGER PROPERTY AND ASSETS
ANTHONY SAVENKOV, HEAD OF REAL ESTATE PORTFOLIO
(DEVELOPMENT & TRANSACTIONS)
JAMES ACKROYD, PROPERTY DEVELOPMENT ASSOCIATE

1. PURPOSE

- 1.1 To make a recommendation on the selection of a successful respondent following the recent Expression of Interest (EOI) process for a new lease of 129 Beaconsfield Parade, Albert Park – specifically, to recommend to Council that it award a lease to Albert Park College for a lease up to 10 years contingent upon the tenant delivering a program of capital investment in the property.

2. EXECUTIVE SUMMARY

- 2.1 Council has carried out a Request for Expressions of Interest ('REOI') process to offer a lease of the property at 129 Beaconsfield Parade, Albert Park (REOI 1000026).
- 2.2 This was triggered by the expiry of the previous tenancy, which concluded in January 2024.
- 2.3 A public REOI process was open from 11 April 2025 to 6 June 2025.
- 2.4 The EOI required respondents to put forward proposals for future use of the property, noting that an initial 5-year term was offered, with tenant renewal options of up to 21 years available, subject to the completion of a scope of works (at respondents' choice).
- 2.5 The REOI attracted two (2) submissions, both outlining a community based proposed use.
- 2.6 The appointed tender evaluation panel (TEP) undertook an extensive review, clarification, and assessment process to assess each submission against the evaluation criteria, as established prior to approaching the market.
- 2.7 The evaluation and assessment process has been carried out in accordance with Council's Procurement Policy, Probity Policy and Integrity Framework, and key documentation oversight by a probity advisor.
- 2.8 The TEP assessment is included as a confidential attachment to this report.
- 2.9 Following review, it is recommended that a lease of 129 Beaconsfield Parade be offered to Albert Park College (APC) for a period of up to 10 years.
- 2.10 The submission from this respondent is recommended due to the strength of its vision, its track record of delivering heritage sensitive adaptation locally, and its commitment to community access and use of the property, which aligns with Council's aspirations for the property. The commercial offer of \$25,000 per annum rent in addition to the minimum commitment of \$250,000 investment to improve the property is fully backed by the respondent's existing funding stream.
- 2.11 No financial commitment or co-investment by Council is proposed as part of the submission by the respondent.

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- 2.12 Council officers recommend to Council that a 5-year lease is granted to APC, with an estimated commencement date of 1 January 2026, including a provision for public access and community use, with a further 5-year option to be conditional on the successful delivery of a minimum \$250,000 capital investment to improve the property, during the initial term.

3. RECOMMENDATION

That Council:

- 3.1 Thanks all respondents for their submissions and engagement in the Request for Expressions of Interest process for a new lease of 129 Beaconsfield Parade, Albert Park.
- 3.2 Advises Albert Park College that they have been selected as the preferred respondent.
- 3.3 Authorises the Chief Executive Officer, or their delegate, to enter a lease with the successful respondent, Albert Park College, on the following terms:
 - 3.2.1 A lease of five (5) years with a five (5) year extension option (total of ten (10) years) conditional on satisfactory completion of a minimum \$250,000 investment in improvement of the building.
 - 3.3.2 An initial rent of \$25,000 per annum + GST subject to annual CPI review.
 - 3.3.3 A market rent review at the lease option (5th anniversary).
 - 3.3.4 The tenant will be responsible for all outgoings.
 - 3.2.5 The tenant will be responsible for delivering all works including any alternations to base building, and tenant “fit-out” works.
- 3.4 Notes that specific terms will address the final agreement of scope, approvals and delivery of improvement works to the property, and the management of risk through the project.

4. KEY POINTS/ISSUES

- 4.1 The subject site is in the central road reserve, opposite the Kerferd Road beach, at the intersection with Beaconsfield Parade, as shown in Image 1) below.
- 4.2 It is managed by City of Port Phillip as Committee of Management on behalf of the Crown, and the Land on which it is located is reserved for Public Recreation.
- 4.3 The Property has been subject to a range of uses since its construction around 118 years ago, including cafes, confectioner, restaurant, and most recently a hair and beauty training salon.
- 4.4 The property is currently vacant.



Image 1) – 129 Beaconsfield Parade, Albert Park

Statutory consultation

- 4.5 At the Ordinary Meeting of 5 June 2024, Council authorised officers to consult with the community on the lease proposal in accordance with section 115 of the *Local Government Act 2020* (Vic) and Council's Community Engagement Policy.
- 4.6 Engagement took place in August and September 2024 and feedback was reported in December 2024.
- 4.7 Engagement ascertained there was support for activation of the site and support for leasing the property via Council's authorised EOI process to identify a new tenant.

Evaluation Process

- 4.8 A Procurement Plan was prepared and approved prior to the EOI period, and an evaluation panel was formed as part of the Procurement Plan.
- 4.9 Evaluation criteria were established prior to REOI, weighted across financial offer (20%), relevant experience and track record (15%), capability and capacity to comply with lease (15%), and social and environmental performance obligations (10%) to ensure balanced decision-making.
- 4.10 All Panel members and support personnel signed Conflict of Interest and Confidentiality forms. This included any potential conflicts and a commitment to maintaining the confidentiality of the EOI information.
- 4.11 The Panel engaged an independent probity advisor who provided input to the Procurement Plan, Probity Plan, and REOI documentation.
- 4.12 The REOI documentation was released on 11 April 2025 and was open for responses until the closing date of 6 June 2025.
- 4.13 Two (2) responses were received by the closing date.
- 4.14 The responses were reviewed by the TEP in accordance with the Procurement Plan.
- 4.15 APC's proposal (attached as confidential attachment 1) presents an education-led activation of the site as a community Reading and Writing Centre. The concept is centred on community engagement, literary programs, and integration with the school's creative curriculum.



- 4.16 The proposal includes a capital works investment of \$250,000 over the initial five-year lease term, with works guided by the *Burra Charter* principles for heritage management. The staged program includes internal refurbishment (floors, lighting, glazing, IT), heating and cooling upgrades, and external heritage landscaping.
- 4.17 APC demonstrated strong project governance and delivery capability through the engagement of Six Degrees Architects and Watergrove Project Services, supported by the College's senior leadership.
- 4.18 Community access has been clearly articulated, with APC committing to shared use of the building outside school hours for writing workshops, visiting author events, Rotary-led programs, and an annual literary festival.
- 4.19 APC proposes wider community organisation use outside of school hours, suggesting several initiatives to foster and enhance literary culture in the local community.
- 4.20 APC's proposal aligns with Council's objectives and community feedback in relation to heritage preservation and community activation.
- 4.21 The TEP has recommend APC as the preferred respondent.
- 4.22 APC's concept offers strong community value through school and public programs (writing classes, literary events, Rotary collaborations) and clear delivery capability.
- 4.23 A copy of the evaluation report is appended to this report (attached as confidential attachment 3).

Best and Final Offer (BAFO)

- 4.24 Following the clarification stage, a BAFO process was undertaken with APC in accordance with the Procurement Plan.
- 4.25 The BAFO confirmed the respondent's financial offer of \$25,000 per annum plus outgoings and a \$250,000 capital works commitment over the initial five-year term.
- 4.26 The BAFO provided additional detail on the scope, staging and governance of works, and re-affirmed the community use program (refer to confidential attachment 2).
- 4.27 No change was made to the rental offer or overall financial terms; however, the BAFO reinforced the clarity and feasibility of delivery.

Recommendation

- 4.28 Following completion of the evaluation and BAFO process, the TEP recommends that APC be appointed as the preferred respondent for the lease of the kiosk at 129 Beaconsfield Parade, Albert Park based on the strength of its heritage-sensitive proposal, demonstrated capability, and clear community benefit outcomes.
- 4.29 Should the panel's recommendation be accepted officers propose to enter lease negotiations with APC based on the following indicative key terms:
 - A lease term of five (5) years, with the potential for extension of a further five (5) years (tenant option) in accordance with the EOI parameters, subject to satisfactory completion of agreed works.
 - A capital works commitment of \$250,000 by APC over the first three (3) years of the lease, to be delivered in accordance with heritage guidelines and agreed milestones.

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- Annual rent of \$25,000 per annum plus GST, payable by APC, with all statutory outgoings and maintenance obligations to be the tenant's responsibility.
- Community access and programming commitments to be embedded in the lease schedule.

5. CONSULTATION AND STAKEHOLDERS

- 5.1 Officers engaged with Council's Property, Procurement, and Sustainability teams in preparing and assessing the EOI.
- 5.2 Community engagement occurred in August–September 2024 in accordance with section 115 of the *Local Government Act 2020* (Vic) and Council's Community Engagement Policy. Feedback supported reactivation of the site and adaptive reuse of the heritage kiosk.
- 5.3 The evaluation process also involved external probity oversight to ensure transparency and compliance with Council's Procurement Policy.
- 5.4 To offer the tenant a lease required conditional consent from the Crown in the form of "Grant and Purpose" approval, and once executed, the lease will require Ministerial Attestation.

6. LEGAL AND RISK IMPLICATIONS

- 6.1 The recommended lease complies with the *Local Government Act 2020* (Vic) and the *Crown Land (Reserves) Act 1978* (Vic), noting that Council manages the land as Committee of Management on behalf of the State.
- 6.2 Key risks identified include delivery and timing of works, heritage compliance, and ensuring community access commitments are upheld.
- 6.3 These risks will be mitigated through:
 - Inclusion of milestones and reporting obligations in the lease;
 - Heritage oversight via building permit requirements; and
 - Regular monitoring of community access and programming outcomes.
- 6.4 No financial or delivery risk is borne by Council, as all works, and maintenance are the responsibility of the tenants.
- 6.5 The proposal includes development works. APC intends to engage Six Degrees Architects and Watergrove Project Services to deliver the project, with oversight from the APC Principal.

7. FINANCIAL IMPACT

- 7.1 The proposal delivers a guaranteed income of \$25,000 per annum (plus GST), indexed annually to CPI, over the initial five-year term, and a \$250,000 tenant-funded capital upgrade to the heritage asset.
- 7.2 Council is not required to make any capital or recurrent financial contribution.
- 7.3 The works proposed will improve the long-term condition and value of the building reducing future renewal liability.
- 7.4 All outgoings, utilities and routine maintenance will be met by the tenant.



8. ENVIRONMENTAL IMPACT

- 8.1 The proposal aligns with Council's *Act and Adapt Sustainable Environment Strategy* by promoting energy efficiency and adaptive reuse of an existing structure.
- 8.2 APC has committed to minimising resource use, maximising natural light, using recycled materials, and investigating solar energy installations where heritage constraints allow.
- 8.3 These measures will reduce the site's operational footprint and improve overall building performance.

9. COMMUNITY IMPACT

- 9.1 The proposal provides direct community benefit through educational and cultural programming, including community writing workshops, author events, Rotary-led initiatives, and an annual literary festival.
- 9.2 The activation seeks to create a welcoming, publicly accessible community space outside school hours and foster creative engagement across generations.
- 9.3 The educational and social inclusion outcomes strongly align with Council's *Social Justice Charter* and *Art and Soul – Creative and Prosperous City Strategy*.
- 9.4 The recommendation seeks to ensure the heritage kiosk continues to serve the community in a sustainable and culturally enriching way.

10. GENDER IMPACT ASSESSMENT

- 10.1 A formal Gender Impact Assessment (GIA) was not required as the proposal relates to a property lease and not a new policy or program.
- 10.2 However, the proposed use supports equitable community participation through inclusive access to programs and events, and alignment with the principles of the *Gender Equality Act 2020* (Vic).
- 10.3 Any works or use by APC which has a potential gender impact, including any adaptation of facilities, will be the responsibility of the tenant.

11. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 11.1 This proposal supports the following Council Plan 2025-35 strategic directions:
 - A healthy and connected community – by fostering literacy, creativity, and shared community spaces.
 - An environmentally sustainable and resilient city – through adaptive re-use and sustainable building practices.
 - A vibrant and thriving community – via cultural activation and facilitating lifelong learning opportunities.
 - A trusted and high-performing organisation – through property and assets meeting the needs of current and future generations.
- 11.2 The recommendation is consistent with Council's *Property Policy (2019)* and the *Leasing Policy for Victorian Crown Land (2023)*, ensuring a transparent, value-based leasing process that enhances public benefit.



12. IMPLEMENTATION STRATEGY

12.1 TIMELINE

- 12.1.1 December 2025 – finalisation of lease documentation
- 12.1.2 January/February 2026 – lease commencement and initial building assessment
- 12.1.3 March-December 2026 – internal works
- 12.1.4 January 2027 – estimated date for occupation
- 12.1.5 June 2027 – estimated date for completion of external works

12.2 COMMUNICATION

- 12.2.1 Council will issue a joint statement with APC announcing the lease outcome.
- 12.2.2 Key messages will focus on heritage renewal, education and community access to the revitalised space.

12.3 NEXT STEPS

- 12.3.1 Finalise lease negotiations and execute the agreement including obtaining DEECA consent and attestation.
- 12.3.2 Establish milestone monitoring with APC for capital works delivery.
- 12.3.3 Public communication following lease execution.

13. OFFICER MATERIAL OR GENERAL INTEREST

- 13.1 No officers involved in the preparation of this report has declared a material or general interest in the matter.

ATTACHMENTS

-  [1. Confidential - Albert Park College - Response to EOI](#)
- 2. Confidential - Albert Park College - BAFO
- 3. Confidential - Tender Evaluation Panel Report  [1](#)
- 4. Confidential - Probity Advice  [1](#)

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13.3 PROPOSED ROAD DISCONTINUANCE - KERFERD ROAD & HERBERT/MONTAGUE STREET. ALBERT PARK INTERSECTION ("SHRINE TO SEA PROJECT")

EXECUTIVE MEMBER: PAUL WOOD, ACTING GENERAL MANAGER, CITY INFRASTRUCTURE

PREPARED BY: VICKI TUCHANT, MANAGER PROPERTY AND ASSETS
MICHAEL MAJOR, TEAM LEADER PROPERTY OPERATIONS
JILL HANDLEY, PROJECT MANAGER - OPEN SPACE

1. PURPOSE

- 1.1 For Council to consider whether part of the Government Road known as the Herbert / Montague Street intersection, along Kerferd Road, Albert Park, outlined in red on the aerial image below ("the Road") should be discontinued pursuant to the Local Government Act 1989 (Vic) ("the Act") and;
- 1.2 A request be made to the Department of Energy, Environment and Climate Action (**DEECA**) for the reservation of that part of the Government Road for park / open space purposes and appoint Council as the Committee of Management.



2. EXECUTIVE SUMMARY

- 2.1 In February 2021, Council commenced a temporary closure of the Herbert / Montague intersection along Kerferd Road in response to community feedback including ongoing traffic incident near misses, and the findings of an independent safety audit.
- 2.2 In line with a 19 October 2022 Council resolution, Council resolved to continue with the trial closure and seek a permanent, safe solution through the State Government's Shine to Sea Project.
- 2.3 At the request of Council, officers deployed temporary tree planters in the disused roadway within the median strip during the trial extension period to enhance the visual amenity of the area.
- 2.4 The Shrine to Sea draft Masterplan was released to the public in August 2023 ([Shrine to Sea Draft Masterplan | Engage Victoria](#)).
- 2.5 Council has received funding from the Victorian Government to deliver greening, pathways, and interpretation works within Zones 5-8 of the masterplan, between

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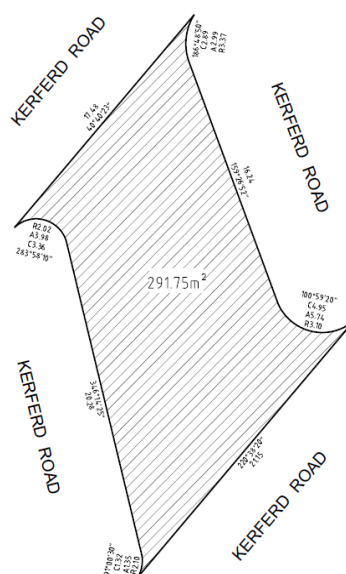


Canterbury Road / Ferrars Street to Beaconsfield Parade and the Kerferd Road Pier Forecourt. This includes the demolition of the Herbert / Montague Street intersection and continuation of the landscaped median in its place.

- 2.6 The Herbert / Montague Street intersection along Kerferd Road, Albert Park is situated in the street segment, south-west of Young Street and north-west of Carter Street, Albert Park respectively and is described by Council in two segments as:

2.6.1 Part Pavement Structure Kerferd Road 2005368 Seg 140R and;

2.6.2 Part Pavement Structure Kerferd Road 2010449 Seg 140L



- 2.7 The Road has an area of approximately 291.75 square metres (as per survey plan above) and forms part of a Government Road.
- 2.8 The Road has been listed on Council's Register of Public Roads in error.
- 2.9 This section of Road is located adjacent to the Kerferd Road median strip and has been temporarily closed since February 2021.
- 2.10 The transformation of the closed road space into a permanent landscaped median requires a formal road discontinuance process.
- 2.11 Council has statutory power to consider discontinuing the Road, and DEECA has requested Council use these powers to discontinue the Road.
- 2.12 The process to discontinue this part of the Herbert / Montague Street intersection requires community engagement and consultation with relevant service authorities.
- 2.13 If the Road is discontinued, the land contained in the Road will remain in the ownership of the Crown (and not vest in Council in fee simple).
- 2.14 The Herbert / Montague Street intersection is already temporarily closed to road users and the permanent discontinuance will not further impact on adjoining roads or users of those roads.
- 2.15 Officers propose that Council considers discontinuing the Road on the basis that the Road is no longer reasonably required for general public use for the reasons set out in

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the report, and that Council considers commencing the statutory procedures to discontinue the Road.

- 2.16 The effect of gazettal of the notice of road discontinuance will be that ownership of the Road will remain with the Crown and that no easements, rights or interests will be created or saved over the Road by any public authority.
- 2.17 Following publication of gazettal, Council will apply to DEECA to initiate the reservation of the Road to appoint Council as Committee of Management.

3. RECOMMENDATION

That Council:

- 3.1 Having considered that there were no submissions received in response to the public notice regarding Council's proposal to remove the Road known as KERR0140L and KERR0140R (also known as Herbert / Montague Street intersection (along Kerferd Road), Albert Park) from Council's Register of Public Roads and discontinue the Road.
- 3.2 Resolves to discontinue the Road as it considers that the Road is not reasonably required for public use for the following reason:
 - 3.2.1 The Herbert / Montague Street intersection is already temporarily closed to road users and the permanent discontinuance will not further impact on adjoining roads or users of the road.
- 3.3 Directs that a notice pursuant to clause 3 of Schedule 10 of the *Local Government Act 1989* is published in the Victorian Government Gazette;
- 3.4 Authorises the Chief Executive Officer or their delegate to negotiate, approve, and enter into such documentation to complete the discontinuance, and transfer of the Road as described;
- 3.5 Directs that the Chief Executive Officer or their delegate signs an authorisation allowing Council's solicitors to execute transfer documents and any other documents required to be signed on Council's behalf in connection with the transfer of the discontinued Road;
- 3.6 Directs that any easements, rights or interests required to be created or saved over the Road by any public authority be done so and not be affected by the discontinuance and sale of the Road;
- 3.7 Apply to the Department of Energy, Environment and Climate Action (DEECA) to:
 - 3.7.1 Initiate the reservation of the Road and appoint Council as the Committee of Management; and
 - 3.7.2 Issue a licence pursuant to the *Land Act 1958* (Vic) (or as otherwise necessary) to enable Council to access the Road and perform any required works for the development of the reservation as a permanent open space / park, pending the reservation of the land and appointment of Council as Committee of Management, following formal gazettal of the proposed discontinuance.

4. KEY POINTS/ISSUES

- 4.1 The Herbert / Montague Street intersection along Kerferd Road, Albert Park is situated in the street segment, south-west of Young Street and north-west of Carter Street, Albert Park respectively.
- 4.2 The Road is a Government Road situated on Crown land. The legal effect of



discontinuance of the Road will be that the Road will continue to remain in the ownership of the Crown and not vest in Council.

- 4.3 The land contained in the Road has an area of approximately 291.75 square metres (as per land survey) and forms part of the road known as KERR0140L and KERR0140R respectively and has been erroneously listed on Council's Register of Public Roads (List of Road Sections).
- 4.4 In February 2021, Council commenced a temporary closure of the Herbert / Montague intersection along Kerferd Road in response to community feedback, ongoing traffic incident near misses, and the findings of an independent safety audit.
- 4.5 In line with a 19 October 2022 Council resolution, Council resolved to continue with the trial closure and seek a permanent, safe solution through the State Government's Shine to Sea Project.
- 4.6 The Shrine to Sea Project is a Victorian government initiative. The vision for the project is to create '*A boulevard for Melbourne connecting stories of our past and present to meet the needs of our future community*' from Domain Gardens to Port Phillip Bay along Albert and Kerferd roads. Once complete, the area will be transformed with improvements to useable open space, enhance the green boulevard, create safer and clearer links and connections for walking and cycling, and celebrate local stories through art and interpretation.
- 4.7 Further information on the project can be found here - [Shrine to Sea](#).
- 4.8 DEECA has funded Council to deliver Zones 5 to 8 of the masterplan, which will increase trees, biodiverse planting, and create new pedestrian pathways along the median.
- 4.9 Further information on the Port Phillip section of the Shrine to Sea project can be found on our project page [Shrine to Sea - City of Port Phillip](#).
- 4.10 At an Ordinary Meeting of Council held on Wednesday 21 May 2025, Council resolved to:
 - 4.11 Remove part of the Government Road known as the Herbert / Montague Street intersection, along Kerferd Road, Albert Park, from Council's Road Register and discontinue the Road pursuant to the Local Government Act 1989 (Vic) ("the Act") and;
 - 4.12 A request be made to the Department of Energy, Environment and Climate Action (**DEECA**) for the reservation of that part of the Government Road for park / open space purposes and appoint Council as the Committee of Management.
- 4.13 On Wednesday 20 August 2025, Council gave public notice by publication in *The Age* newspaper and on Council's website.
- 4.14 Council did not receive any submissions in response to the public notice.

5. CONSULTATION AND STAKEHOLDERS

- 5.1 In February 2021, Council commenced a temporary closure of the Herbert / Montague intersection along Kerferd Road in response to community feedback, ongoing near misses, and the findings of an independent safety audit.
- 5.2 In line with a 19 October 2022 Council resolution, Council resolved to continue with the trial closure and seek a permanent, safe solution through the State Government's Shine to Sea Project.

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- 5.3 At the 16 August 2023 Ordinary Council Meeting, Council authorised the CEO, or delegate, to prepare a formal submission to the Shrine to Sea Draft Masterplan.
- 5.4 The Draft Masterplan, sought to ensure delivery of the project in accordance with Council priorities. This was informed by existing Council strategies and policy, endorsed Council resolutions, and community feedback. Council collaborated extensively with the Victorian Government since project inception in 2018, providing technical input, supporting community consultation, and coordinating delivery of actions which support the project vision, objectives and principles.
- 5.5 DEECA undertook extensive community and stakeholder engagement during the development of the masterplan, including the proposal for the permanent discontinuance of the Herbert / Montague intersection and continuation of the landscaped median in its place. Their engagement summary report can be found here: [Community Engagement Summary Report](#).
- 5.6 The following statutory authorities have been advised of the proposed discontinuance of the Road and were requested to respond to the question of whether they have any existing assets in the Road, which should be saved under section 207C of the Act:
 - 5.6.1 City of Port Phillip;
 - 5.6.2 APA Group Gas Transmission (Victorian Transmission System);
 - 5.6.3 Citipower Pty Ltd;
 - 5.6.4 Multinet Gas;
 - 5.6.5 NBN Co Vic Tas;
 - 5.6.6 Optus Vic;
 - 5.6.7 South East Water Corporation; and
 - 5.6.8 Telstra VICTAS.
- 5.7 At the date of this report, Council had not received any objections or claims for direct or indirect assets in the Road from any of the notified statutory authorities. Council will proceed on the basis that the respective providers do not have any right, power, or interest which it wishes to be saved under section 207C of the Act.
- 5.8 The deadline for submissions was Thursday 18 September 2025.
- 5.9 No submissions were received by Council in response to the public notice.
- 5.10 During the statutory public notice period, Council also undertook broader engagement for the Yani Barripbarripuyt project. While feedback was not specifically sought on the Herbert/Montague closure, six out of 104 comments referenced it. These included three opposing the closure, two supporting it (with suggestions to improve temporary kerbing), and two raising safety concerns. Although these comments do not constitute formal submissions, they are noted here to reflect community interest and inform awareness of related issues.

6. LEGAL AND RISK IMPLICATIONS

- 6.1 Under clause 3 of Schedule 10 of the Act, a council has the power to discontinue roads located within its municipality. Council must first give notice in accordance with sections 207A and 223 of the Act.
- 6.2 Council has a Discontinuance and Sale of Roads Policy 2022 (Policy) that enables roads that are no longer reasonably required for general public access to be discontinued.



- 6.3 The road has been temporarily closed since February 2021 and beautified with tree planters. As such, the site is considered to be suitable for continued use for public open space purposes.
- 6.4 By complying with legislation, policy and creating reasonable provision for service authorities, there is a low level of legal risk associated with changing the function of Herbert / Montague Street intersection.

7. FINANCIAL IMPACT

- 7.1 The Department of Energy, Environment and Climate Action (DEECA), being the State Government lead agency for the project, is not a delivery agency, hence funding for delivery is being provided to project partner agencies (including Port Phillip City Council, Parks Victoria and Department of Transport and Planning).
- 7.2 The works located on Council land being considered for the purposes of this report are for landscaping and greening on Kerferd Road median (inclusive of the permanent closure of the Herbert Montague intersection).
- 7.3 This project, amongst other Council works have been costed by an independent Quantity Surveyor. Proposed funding for City of Port Phillip is \$4,515,034 for works identified within the Masterplan.
- 7.4 Funding will be provided through a Victorian Common Funding Agreement. Council has a number of these agreements in place with the Victorian Government. DEECA has advised that, for Council to receive funding, a funding agreement must be in place and the first instalment of funding (\$2.2m) transferred to Council before the end of the financial year.
- 7.5 The proposed discontinuance of the Road is not considered to have any detrimental financial implications.

8. ENVIRONMENTAL IMPACT

- 8.1 The proposed road discontinuance is underpinned by the following advocacy principles:
 - 8.1.1 Increase greening along the corridor including tree and shrub planting and investigating opportunities for de-paving and introduction of areas of Water Sensitive Urban Design (WSUD);
 - 8.1.2 Ensure materials used in the delivery of the masterplan reflect the qualities of the local area and are responsive to its character;
 - 8.1.3 Ensure inclusive and well considered design outcomes; and ensure design materials are inclusive for all users; and
 - 8.1.4 The proposal is not considered to have or contribute to any detrimental environmental implications.

9. COMMUNITY IMPACT

- 9.1 Council will facilitate the discontinuance of a road where appropriate consultation has occurred, legislative requirements have been met and it is considered that road discontinuance is in the best interest of the wider community.
- 9.2 Public space contributes to the liveability of our City and defines our unique sense of identity and place. It is open and accessible to people. It is where we meet, exercise, play sport and relax and is essential to our physical and mental wellbeing.



- 9.3 The project will provide additional open space and align with Council's vision to create a well-connected network of public spaces for all people that nurture and support the health, wellbeing, social connection, creative expressions, economy and environment of our community.
- 9.4 The proposed discontinuance of the road will enable the land in the road to be re-purposed for public benefit.
- 9.5 Furthermore, the proposed public open space will offer improved access and circulation throughout the reserve by providing upgraded walking paths and safer opportunities to access the park by more users.

10. GENDER IMPACT ASSESSMENT

- 10.1 The proposal is not considered to have any detrimental gender implications.

11. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 11.1 Transitioning the temporary road closure into a permanent public space aligns with the key objectives of Council's Places for People: Public Space Strategy 2022-2032 to repurpose road space to create more useable public spaces, ensuring our community is within a short, easy and safe walking distance to public space.
- 11.2 The proposal aligns to the strategic direction 'A trusted and high-performing organisation' ensuring Council's property and assets meet the needs of current and future generations.

12. IMPLEMENTATION STRATEGY

12.1 TIMELINE

If the Proposal is approved:

- 12.1.1 a notice will be published in the Victorian Government Gazette to formally discontinue the Road; and
- 12.1.2 A request will be made to the Department of Energy, Environment and Climate Action (**DEECA**) for the reservation of that part of the Government Road for park / open space purposes and appoint Council as the Committee of Management.

12.2 COMMUNICATION

- 12.2.1 The public notification process has provided the community with the opportunity to make submissions in respect of the Proposal. Having considered that no submissions were received, Council may now determine whether to discontinue and sell the Road. The Community Engagement regarding the larger Shrine to Sea project and the landscape improvement works funded for delivery by Council ran concurrently to the public notice, from mid-August to mid-September. The engagement summary report is being finalised and will be shared with Councillors and the community.

13. OFFICER MATERIAL OR GENERAL INTEREST

- 13.1 No officers involved in the preparation of this report has declared a material or general interest in the matter.

ATTACHMENTS

Nil

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13.4 CONTRACT AWARD RFT000345 - CLEANING OF COUNCIL BUILDINGS AND PUBLIC AMENITIES

EXECUTIVE MEMBER: PAUL WOOD, ACTING GENERAL MANAGER, CITY INFRASTRUCTURE

PREPARED BY: VICKI TUCHANT, MANAGER PROPERTY AND ASSETS

1. PURPOSE

- 1.1 To present the report of the Tender Evaluation Panel (the TEP) for RFT000345 Cleaning of Council Buildings and Public Amenities and to recommend awarding of contracts to G.J & K. Cleaning Services Pty. Limited (ABN 64 006 418 908).

2. EXECUTIVE SUMMARY

- 2.1 Council requires a cleaning contract for the provision of scheduled cleaning of Council buildings, public amenities including barbeques, periodical cleans, and emergency call out cleans.
- 2.2 The recent contract for Cleaning of Council Buildings and Amenities commenced on 1 October 2021 and ended on 30 September 2025. The contract value was \$10M (inc. GST). The contract spend during this period was \$9.3M (inc. GST).
- 2.3 A public tender has been undertaken to identify a suitable service in accordance with sections 108 and 109 of the *Local Government Act 2020* (Vic) (the Act) and Council's Procurement Policy (the Policy) to commence on 1 December 2025 for a maximum term of five (5) years.
- 2.4 The approach to market split the scope of the service into two (2) parts – the cleaning of Council Buildings (Contract A) and the cleaning of Public Amenities including Barbeques (Contract B).
- 2.5 By tender closing time of 5:00pm on 17 July 2025, 22 submissions were received. One (1) submission was deemed to be non-conforming. Refer to confidential Attachment 1 for further details.
- 2.6 An independent probity advisor was engaged to ensure the tender process was undertaken in an accountable and transparent manner, and in accordance with probity objectives.
- 2.7 Following RFT000345 Cleaning of Council Buildings and Public Amenities, it is recommended to award contracts to G.J & K. Cleaning Services Pty. Limited.

3. RECOMMENDATION

That Council:

- 3.1 Notes that this tender is for the award of contracts related to the provision of scheduled cleaning of Council Buildings, Public Amenities, periodical cleans, and emergency call out cleans, as follows:
 - 3.1.1 Contract A – Cleaning of Council Buildings, and
 - 3.1.2 Contract B – Cleaning of Public Amenities.

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- 3.2 Awards tender RFT000345 for both Parts A and B to G.J & K. Cleaning Services Pty. Limited for a period of five (5) years, in the amount of \$14.3M including GST, comprised of:
 - 3.2.1 Contract A: Council Buildings = \$8.1M.
 - 3.2.2 Contract B: Public Amenities = \$6.2M.
- 3.3 Authorises the Chief Executive Officer, or their delegate, to execute the Contract Document on behalf of Council.
- 3.4 Notes that the contract includes contingency and other project/service costs as detailed in confidential Attachment 1.
- 3.5 Notes the financial savings achieved as a result of this tender are approximately \$0.18M per annum and around \$0.9M over the five-year term of the contract.

4. KEY POINTS/ISSUES

Background

- 4.1 The recent contract for Cleaning of Council Buildings and Amenities (Contract 000849) was awarded at the ordinary meeting of Council on 15 September 2021. The contract was for an initial three-year term, with two (2) further one-year options available at Council's discretion. Commencing on 1 October 2021, the estimated total spend across the maximum five-year length of the contract was \$10M (inc. GST).
- 4.2 Towards the end of the initial term, the contract spend over the three-year period was estimated at \$7M (inc. GST), which included over \$1M of reactive spend. With sufficient contract value remaining, a one-year option commencing on 1 October 2024 was approved by the CEO under delegation on 12 March 2024.
- 4.3 A decision was made to not exercise the second one-year option, and the contract ended on 30 September 2025. The total spend across the four-year contract term was \$9.3M (inc. GST).

Procurement

- 4.4 In accordance with the provisions of the Act, a public procurement process has been conducted for the proposed service.
- 4.5 Although the tender value is high, the process was not identified under Council's Policy as a High-Value High-Risk procurement.
- 4.6 An independent probity advisor was engaged to ensure the tender process was undertaken in an accountable and transparent manner, and in accordance with the probity objectives below:
 - 4.6.1 Fairness and impartiality;
 - 4.6.2 Use of competitive process/ value for money;
 - 4.6.3 Consistency and objectivity;
 - 4.6.4 Security and confidentiality of information; and
 - 4.6.5 Identification and resolution of conflicts of interest.
- 4.7 In accordance with section 109(2) of the Act and Council's Procurement Procedure, the opportunity to collaborate with other councils was considered. Officers approached



several councils within proximity to Port Phillip and with similar service requirements, however due to ongoing contractual agreements by other councils with contractors, a collaboration was not possible at this time. As a result, the contract scope and specifications were tailored to meet Port Phillip's operational needs.

- 4.8 In preparing the contract scope and specifications, officers reviewed the recent contract, customer feedback, the levels of service, compliance requirements, and amenity considerations, resulting in an updated contract specification.
- 4.9 Tender evaluation criteria were established and included:
 - 4.9.1 Mandatory Criteria – Occupational Health & Safety Management System independently audited and accredited to ISO 45001:2018 / Working With Children Checks (WWCC).
 - 4.9.2 Weighted Criteria – Price (30%) / Relevant Experience (20%) / Methodology (15%) / Equipment Resources (10%) / Personnel Resources (10%) / Transition Plan (10%) / Corporate Social Responsibility (5%).
 - 4.9.3 Commercial Criteria – Insurances / Referees / Third-Party Financial Assessment.
- 4.10 Following consultation with key stakeholders, the scope of the service was separated into two (2) parts – the cleaning of Council Buildings (Contract A), and the cleaning of Public Amenities including Barbeques (Contract B). This decision was made to improve contract management, as the differing services sit in different departments within council.
- 4.11 This resulted in a Request for Tender (RFT) that included services split across Contract A (Cleaning of Council Buildings) and Contract B (Cleaning of Public Amenities including Barbeques), whereby submitters could tender for one or both Contracts as part of the process.
- 4.12 Both contracts require cleaning to a standard acceptable to Council, and the contractor to provide all labour, materials, plant and equipment, overheads, and profit for all works specified within the contract.
- 4.13 The RFT000345 Cleaning of Council Buildings and Public Amenities was issued for public tender via tendering portal TenderLink on 19 June 2025 and closed on 17 July 2025.
- 4.14 By the tender closing time of 5:00pm on 17 July 2025, 22 submissions were received, with one (1) non-conforming.
- 4.15 Except for one (1) submitter, all tenderers had submitted for both contracts.
- 4.16 Members of the TEP completed their evaluation of submissions against the weighted criteria, which included a comparative costing report that was prepared using the detailed cost breakdowns provided by each respondent in their submission.
- 4.17 Following this process, the three (3) top scoring submitters were shortlisted for interview as there was a clear break between their scores and those that followed.
- 4.18 Following interview, the TEP did not revise their scores, and the final consensus scoring was as follows:

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<i>Tenderer (overall score – highest to lowest)</i>	<i>Weighted criteria score, non-financial (out of 700)</i>	<i>Weighted criteria score, financial (out of 300)</i>	<i>Overall score (out of 1,000)</i>
A	635	215.90	850.90
B	535	300.00	835.00
C	515	277.09	792.09

- 4.19 The tenderer with the highest overall score – Tenderer A – was G.J. & K. Cleaning Services Pty. Limited.
- 4.20 Based upon the final consensus scoring, the evaluation panel determined that G.J. & K. Cleaning Services Pty. Limited was the preferred tenderer for both contracts (A and B) due to passing all mandatory criteria and achieving the highest overall score.
- 4.21 Following this, the TEP completed commercial criteria checks of the preferred tenderer, which raised no concerns.

5. CONSULTATION AND STAKEHOLDERS

- 5.1 Relevant Council departments were consulted in the development of specifications and evaluation criteria, and preparation of the procurement plan, and evaluation and probity plan.
- 5.2 Following consultation on contract specifications, it was agreed to split the scope of the service into two (2) parts – the cleaning of Council Buildings (Contract A) and the cleaning of Public Amenities including Barbeques (Contract B). This decision was made to improve contract management, as the differing services sit in different departments within council.
- 5.3 In accordance with the Act and Council's Policy, officers engaged with similar Councils near Port Phillip to explore opportunities for collaboration, however this was not possible due to conflicts in timing of contracts.
- 5.4 Officers will continue to engage and collaborate with relevant departments to deliver the services effectively and efficiency.

6. LEGAL AND RISK IMPLICATIONS

- 6.1 Anne Dalton & Associates was engaged to provide independent probity advisory services to support this Tender. The overall focus of their services was to ensure that the process was undertaken in an accountable and transparent manner and that the following objectives were present:
- 6.1.1 Fairness and impartiality.
 - 6.1.2 Accountability and transparency.
 - 6.1.3 Use of competitive process/value for money.
 - 6.1.4 Consistency and objectivity.
 - 6.1.5 Security and confidentiality of information.
 - 6.1.6 Identification and resolution of conflicts of interest

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- 6.2 The tender process was conducted in accordance with sections 108 and 109 of the Act and Council's Policy.
- 6.3 Members of the TEP as well as panel advisors completed and signed a probity and confidentiality declaration, which included a declaration of interests. Members of the TEP also signed a further declaration when the tenderers were known and before evaluation commenced.
- 6.4 The preferred tenderer did propose contract departures in their tender submission, which were rejected by Council. Subsequently the preferred tenderer accepted Council's proposal, and no contract departures have been allowed.
- 6.5 Subject to Council decision, the proposed commencement date for the contract is 1 December 2025. The timing of this tender award coming before Council has been delayed by factors including the large number of submitters, and the complexities of awarding two (2) separate contracts under the one process, which has not occurred before for this contract.
- 6.6 The preferred tenderer is the incumbent, who demonstrated at interview their capacity to undertake a one-week transition period to meet the 'go-live' date of 1 December 2025. Despite this being a very short transition time, the risk of a delayed contract start is low as they have demonstrated that they have available the resources required to clean to a standard acceptable to Council for both contracts. As a contingency, if the contractor does not meet the requirements for a go-live decision by 24 November 2025, a month-by-month arrangement is available under the current contract terms.
- 6.7 If the preferred tenderer was another of the short-listed submitters and not the incumbent, a longer transition period of between 2-8 weeks would be required to allow them to secure adequate resourcing. An agreement was reached for a month-by-month arrangement under the current contract terms in case of such an event.
- 6.8 The risk for the commencement of onsite services is low, with no third-party approvals required. There is a risk that – due to the volume of procurements – the contract may not be prepared and executed on time; however, this is being managed through resource allocation. While a risk remains in the transition of services it is low, as the preferred tenderer is the incumbent and will work closely with Council to meet the transition plan and 'go-live' date of 1 December 2025.
- 6.9 There is a risk that performance may not meet the service levels required. To manage this risk, in accordance with the new contracts, monthly and annual performance reviews will be undertaken by the Contract Managers with the preferred tenderer. Such performance reviews occurred under the previous contract, and the incumbent demonstrated their responsiveness to feedback arising from complaints and inspections, and willingness and ability to adjust service levels as required.
- 6.10 There is a risk that further cleaning may be required beyond what is provided for under the current specifications, which would require greater contract spend. The financial savings achieved as a result of this tender (approximately \$0.18M per annum and around \$0.9M over the five-year term of the contract), plus the contingency included in the contract pricing, would provide capacity for increased service levels and additional ad hoc cleaning if required, mitigating this risk. However, contract management would need to monitor such spend to ensure it is within budget.
- 6.11 The approach to market included services split across Contract A (cleaning of Council Buildings) and Contract B (cleaning of Public Amenities including Barbeques), with

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each contract being managed by different contract managers. This is reflective of the management of the service parts sitting in different departments within council. In the unlikely event of contract termination, the awarding of two (2) separate contract agreements mitigates the risk of unsatisfactory service in one area interrupting service provision in the other area.

7. FINANCIAL IMPACT

7.1 The FY26 budget allocation for the current cleaning contract is shown below:

Budget FY26			
Natural Account		61508	
Cost Centre		Amount \$M (ex GST)	Description
1436	Real Estate Portfolio	2,500	Cleaning before marketing of property
1874	Children's Centres Building Maintenance Levy Sites Reactive	13,900	Cleaning of Children's Centres (Reactive)
1872	Building Maintenance Contract & Service Agreement	1,334,748	Cleaning of Council Buildings (Lump Sum)
1878	Building Maintenance Reactive Works	359,410	Cleaning of Council Buildings (Reactive)
2322	Public Amenities Cleansing	795,600	Cleaning of Public Amenities & Barbeques
7505	Community Facilities	32,002	Cleaning (Periodic / Ad Hoc)
	Total	2,538,160	

7.2 The proposed contract is within budget and savings are forecast as follows (noting that the new contract, which is planned to commence 1 December 2025, has been pro-rated across the financial years):

Budget Impact			
	Budget (\$M) ex GST	Contract (\$M) ex GST	Increase / (saving) (\$M) ex GST
FY26	2.538	2.452	-0.086
FY27	2.599	2.423	-0.176
FY28	2.661	2.482	-0.180
FY29	2.725	2.541	-0.184
FY30	2.791	2.602	-0.189
FY31 (5 months)	1.191	1.110	-0.080
Total	14.505	13.611	-0.895



- 7.3 Following interviews with shortlisted applicants, G.J & K. Cleaning Services Pty. Limited was the preferred tenderer and a BAFO was conducted to obtain the lowest price. The final price after BAFO was 3% less than the price originally tendered.
- 7.4 The proposed contract value over a five-year period (contract term) is \$14.3M (inc. GST), comprised of:
- 7.4.1 Contract A: Council Buildings = \$8.1M.
- 7.4.2 Contract B: Public Amenities = \$6.2M.
- The contract includes contingency and other project/service costs as detailed in confidential Attachment 1.
- 7.5 There is a risk that price may increase to match changes in service levels. As such, a contingency has been included in contract pricing. To further mitigate this risk, Contract Managers will monitor, and track contract spend monthly.

8. ENVIRONMENTAL IMPACT

- 8.1 In line with Council's Policy, Council is committed to maximising positive social, environmental, and economic outcomes through procurement.
- 8.2 The evaluation process included an assessment of how each tenderer responded to environmental questions.
- 8.3 G.J & K. Cleaning Services Pty. Limited has policies and procedures in place to minimise the impact to the environment. They have shown commitment to transitioning to electric vehicles and using toxic-free cleaning and sanitising technologies.

9. COMMUNITY IMPACT

- 9.1 Ensuring the safety and cleanliness of Council's buildings and public amenities is important for all users.
- 9.2 Scheduled cleaning and reactive cleaning of these assets is required to meet community expectations.
- 9.3 Consistent delivery of cleaning services supports high-quality outcomes, ensuring these assets meet safety, accessibility, sustainability, and functionality standards across Council's buildings and public amenities.

10. GENDER IMPACT ASSESSMENT

- 10.1 No Gender assessment was conducted for this procurement project.
- 10.2 Fair and ethical practice was assessed within the criteria for Corporate Social Responsibility which centred around a tenderer's capacity and focus to ethically fulfil services obligations to the community.

11. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 11.1 The proposal to award tender RFT000345 Cleaning of Council Buildings and Public Amenities aligns to the following Council Plan Strategic Directions:
- 11.1.1 *A safe and liveable City*: this tender ensures Council's public amenities and barbecues are safe and clean including during times of high visitation, particularly over summer.

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- 11.1.2 *A trusted and high-performing organisation:* this tender enhances the condition, functionality, sustainability, accessibility, and safety of Council buildings to meet customer and compliance requirements.

12. IMPLEMENTATION STRATEGY

12.1 TIMELINE

- 12.1.1 Contract documentation will be prepared and forwarded to G.J & K. Cleaning Services Pty. Limited within 7 business days of contract award.
- 12.1.2 The proposed contracts will commence on 1 December 2025, following a one-week transition period, which is deemed sufficient due to G.J & K. Cleaning Services Pty. Limited being the incumbent provider of service.
- 12.1.3 Unsuccessful tenderers will be advised of the outcome of the tendering process and will be offered the opportunity to debrief with officers.

12.2 COMMUNICATION

- 12.2.1 Council's contract management system will hold updated contracts and records. The contract administrator and manager will notify key stakeholders of the implementation of the new services contractor partner.

13. OFFICER MATERIAL OR GENERAL INTEREST

- 13.1 No officers involved in the preparation of this report has declared a material or general interest in the matter.

ATTACHMENTS 1. *Confidential-* Tender Evaluation Report

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13.5

ASSET MANAGEMENT POLICY

EXECUTIVE MEMBER: PAUL WOOD, ACTING GENERAL MANAGER CITY INFRASTRUCTURE

PREPARED BY: VICKI TUCHTAN, MANAGER PROPERTY AND ASSETS
LEIGH STEWART, HEAD OF PROPERTY OPERATIONS & FACILITIES

1. PURPOSE

- 1.1 To present the reviewed Asset Management Policy (Attachment 1) to Council for formal endorsement.

2. EXECUTIVE SUMMARY

- 2.1 Asset management is a core service and is at the centre of Council's financial and strategic planning decision making.
- 2.2 Section 92 of the *Local Government Act 2020* (Vic) requires Council to have adequate control over its assets and mandates the development and adoption of a ten-year Asset Plan to guide the management of Council assets throughout the asset lifecycle.
- 2.3 Council last endorsed the Asset Management Policy in August 2021. Regular reviews of policies are essential to ensure they meet current requirements.

3. RECOMMENDATION

That Council:

- 3.1 Adopts the Asset Management Policy at Attachment 1, which supports the Asset Plan required under Section 92 of the *Local Government Act 2020* (Vic).
- 3.2 Authorises the Chief Executive Officer, or their delegate, to finalise the document and make any minor amendments that do not materially alter the intent of the policy.

4. KEY POINTS/ISSUES

- 4.1 City of Port Phillip is custodian of over 280,000 community assets with a replacement value of approximately \$4 billion.
- 4.2 Assets include libraries, sporting facilities, parks and play spaces, roads, footpaths, piers and jetties, public lighting, drainage pipes, infrastructure technology, trees and vegetation, art, and library books.
- 4.3 Council requires these assets to deliver services for the community. As such, service and asset management are dependent on each other and drive Council budgets.
- 4.4 Council is required to develop and adopt a ten-year Asset Plan in accordance with section 92 of the *Local Government Act 2020* (Vic) (the Act).
- 4.5 The ten-year Asset Plan is included in the *Plan for Port Phillip 2025-35* and forms part of Port Phillip's Asset Management Framework (refer Image 1 below) that aims to ensure Council's asset base addresses its service delivery objectives.

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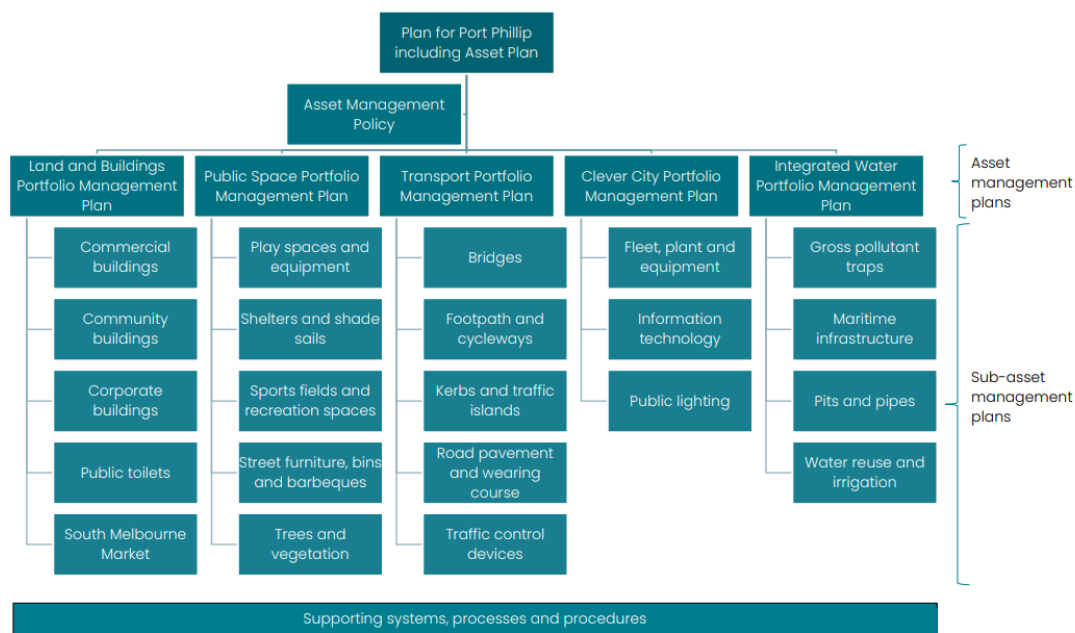


Image 1 - Port Phillip Asset Management Framework

- 4.6 Asset management plans are prepared and reviewed annually across each of the asset portfolios – land and buildings, public space, transport, clever city, and integrated water.
- 4.7 The Asset Management Policy (policy) outlines the principles, guidelines, and practices that govern the decision-making which informs the development of asset planning.
- 4.8 The current policy (2021-2025 policy) was endorsed at the ordinary meeting of Council on 18 August 2021 and scheduled for review in June 2025.
- 4.9 Since this time internal consultation with key stakeholders has occurred, resulting in the updated policy at Attachment 1 coming before Council for endorsement.
- 4.10 The updated policy follows industry guidelines and has been streamlined to include only necessary policy information and remove duplicated content contained in the Asset Plan. It has also been updated to ensure currency of information and match the current Port Phillip template.

5. CONSULTATION AND STAKEHOLDERS

- 5.1 Consultation has taken place with the key stakeholders across the organisation.
- 5.2 Updates to the Asset Management Policy align to and have been coordinated with the Asset Plan chapter of the *Plan for Port Phillip 2025-35*.
- 5.3 The updated policy would replace the 2021-2025 policy and be displayed on Council's website.

6. LEGAL AND RISK IMPLICATIONS

- 6.1 The policy is aligned with section 92 of the *Local Government Act 2020* (Vic) that requires Council to have adequate control over its assets.
- 6.2 The policy has been reviewed to ensure it meets current requirements.



7. FINANCIAL IMPACT

- 7.1 To maximise value derived from our assets, the policy promotes managing risks, benefits, and costs over the life of the assets, taking into consideration challenges of the future such as climate change.
- 7.2 The policy promotes financial sustainability, whereby asset management decisions and practices ensure Council has the funds to look after, improve, and grow its assets for current and future generations.

8. ENVIRONMENTAL IMPACT

- 8.1 The policy states that Port Phillip is committed to the sustainable management of its assets.
- 8.2 The policy promotes environmental sustainability, whereby sustainability principles are embedded across the asset lifecycle, including climate resilience, resource efficiency, and social equity.
- 8.3 The policy considers the balancing of competing needs, including those related to risk, community, economic, and environmental factors to deliver community benefits and value in both the short and long term.

9. COMMUNITY IMPACT

- 9.1 The policy promotes community benefit, whereby Council, informed through consultation, will innovatively use its asset base to support the social, cultural, and economic wellbeing of the community.

10. GENDER IMPACT ASSESSMENT

- 10.1 In the preparation of this report a Gender Impact Assessment (GIA) in accordance with the *Gender Equality Act 2020* (Vic) was not required.
- 10.2 In accordance with the policy, Port Phillip will seek to ensure its assets are fit-for-purpose, delivering agreed levels of service to the organisation and community in terms of function (including safety, compliance, gender, and accessibility), condition, and capacity.

11. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 11.1 The review of the policy supports Council's Strategic Direction – a trusted and high-performing organisation.
- 11.2 The review of the policy ensures that the principles, guidelines, and practices that govern decisions on managing investment in assets across their lifecycle are clear and documented.

12. IMPLEMENTATION STRATEGY

12.1 TIMELINE

- 12.1.1 The policy will take effect once endorsed.

12.2 COMMUNICATION

- 12.2.1 Officers will make the policy publicly available on Council's website.

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13. OFFICER MATERIAL OR GENERAL INTEREST

13.1 No officers involved in the preparation of this report has declared a material or general interest in the matter.

ATTACHMENTS

1. Asset Management Policy 2025  [Download](#)



Asset Management Policy

Policy outcome	The City of Port Phillip understands that Asset Management is a key foundation supporting delivery of organisational strategies, plans, and service objectives that represent the value customers and community seek from us. Port Phillip is committed to the sustainable management of our assets supporting both the immediate and future demands of community. In order to maximise value derived from our assets, we recognise the balance of managing risks, benefits, and costs over the life of our assets and addressing the challenges of the future such as climate change.
Responsible area	Assets Team, Property and Assets Department, City Infrastructure Division
Version	Version 3.0
Date approved/adopted	TBC
Planned review date	November 2029

1. Purpose

The purpose of this policy is to outline the principles, guidelines, and practices that guide the City of Port Phillip's decisions on asset investment and management throughout the asset lifecycle, in order to achieve the outcomes stated earlier.

It is intended to review this policy once every four (4) years to ensure it remains current

2. Scope

This Policy applies to:

- All assets under the management of Council that are considered in our investment and planning decisions. Our diverse asset portfolio includes land, buildings, infrastructure, and soft assets. Soft assets are intangible, such as intellectual property or digital assets. Collectively, these assets encompass libraries, sporting facilities, parks and play spaces, roads, footpaths, piers and jetties, public lighting, drainage pipes, infrastructure technology, trees and vegetation, public art, and library collections.
- All Councillors, Executive Team members, Council officers, and contractors involved in asset management whether directly or through contract management who share responsibility and accountability for managing Council's assets effectively and efficiently.

Council's leadership ensures assets are managed sustainably, transparently, and in alignment with community needs. Strong governance supports informed decision-making and long-term planning.

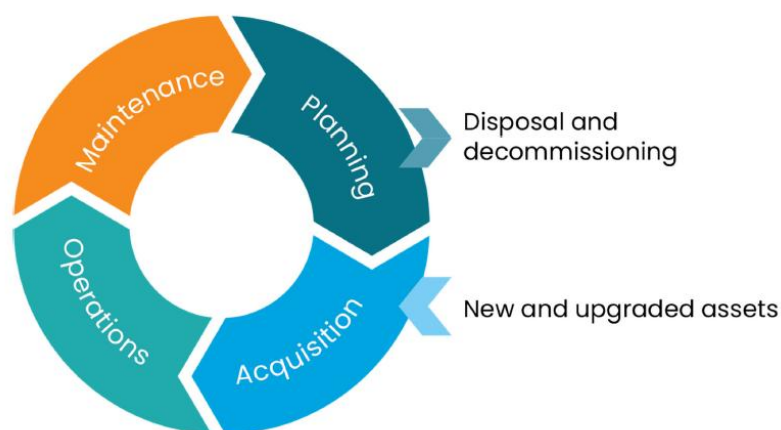
City of Port Phillip Asset Management Policy



We apply a Strategic Asset Management Framework to guide decisions across the asset lifecycle (refer Figure 1.), including:

- Planning: We plan for new, upgraded, expanded, or renewed assets to ensure they remain fit for purpose and cost-effective.
- Acquisition: We assess, design, and deliver assets through feasibility studies, construction, and handover.
- Operations: We manage performance and respond to service issues to keep assets functioning well.
- Maintenance: We carry out regular servicing and repairs to meet safety, compliance, and community expectations.
- Disposal and Decommissioning: We responsibly retire or remove assets that are no longer needed or useful.

Figure 1. Asset Lifecycle



3. Policy statements

We seek to achieve the following outcomes from asset management:

- Fit-for-purpose: Assets will deliver agreed levels of service to the organisation and community in terms of function (including safety, compliance, gender and accessibility), condition, and capacity.

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- Community Benefit: Council will innovatively use its asset base to support the social, cultural, and economic wellbeing of the community. This will be informed through consultation.
- Environmental sustainability: Assets are planned and developed to incorporate climate resiliency and mitigate our environmental impact. Adaptation actions will be guided by the Climate Change Risk Register and aligned with Council's broader sustainability goals.
- Financial sustainability: Council makes asset management decisions that support long-term financial health. We invest efficiently to maintain and improve assets in line with lifecycle needs, ensuring they serve current and future generations without creating unnecessary financial pressure.
- Better decision-making: Council will use evidence and risk-based approaches including the use of technology to consider the full lifecycle costs of its asset base and how to prioritise and optimise investment.

Complementing these outcomes are the following general initiatives:

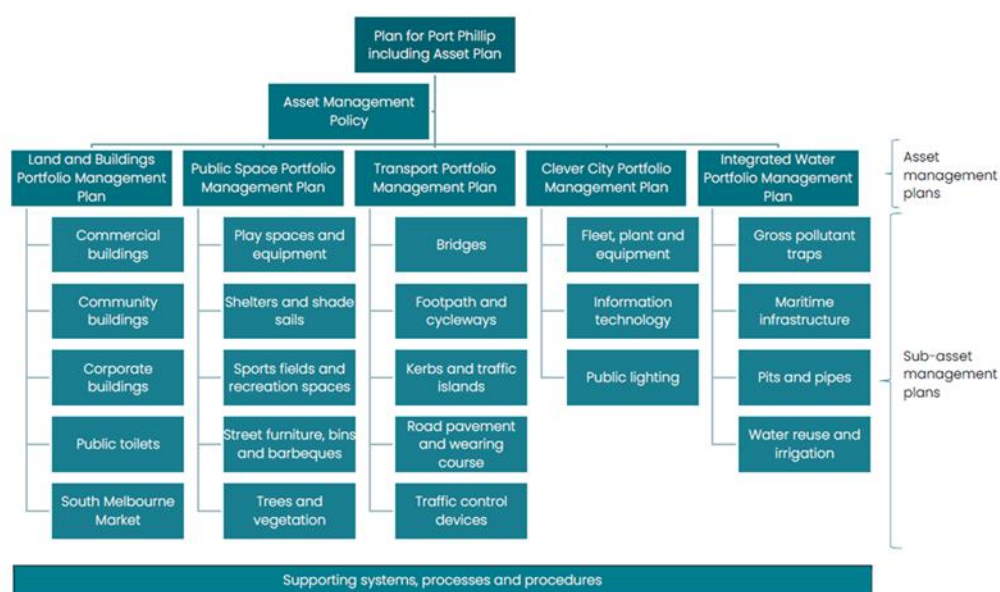
- Asset management will be integrated into corporate governance including enterprise planning, reporting, and risk management frameworks and practices. It will be considered in this way through the Council Plan, Asset and Financial Plans, Annual Budgeting and Reporting, and comply with the requirements in the *Local Government Act 2020*.
- We seek to operate to stay in the Victorian Auditor-General's Office (VAGO) low-risk range for asset renewal and capital replacement ratios over time, unless there is a clear reason not to. We invest in renewing and replacing assets at a rate that matches depreciation. A low VAGO risk rating shows we're funding renewal properly, helping prevent service disruptions and costly emergency fixes.
- We consider and balance any competing needs (e.g. risk, community, economic, environmental) of the organisation and our stakeholders in order to deliver agreed/accepted benefits and value in both the short and the long term.
- We ensure strong alignment with other City of Port Phillip Policies, Strategies and Plans.
- We understand accountabilities, responsibilities and ensure co-ordination between all internal organisational areas and other external authorities that contribute to asset management and asset life cycle functions within the municipality.
- We commit adequate resources including capability training to achieve agreed Service and Asset Management objectives and overall Asset Management Framework uplift.
- We endeavour to align with the ISO55000 standards, the International Standard for Asset Management.

City of Port Phillip Asset Management Policy



- We apply an approach of continual improvement to our Asset Management Framework (refer Figure 2.), Strategy, Plans, processes, procedures, information, data, and overall system performance.

Figure 2. Port Phillip Asset Management Framework (Plan for Port Phillip 2025-2035)



4. Supplementary policy documents

- Plan for Port Phillip 2025-2035
- Fixed Asset Accounting Policy 2024
- Community Engagement Policy 2024
- Public Transparency Policy 2023
- Property Policy 2019

5. Related legislations and documents

- *Local Government Act 2020* (Vic)
- *Road Management Act 2004* (Vic)

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- *Disability Discrimination Act 1992* (Cth)
- ISO 55000:2024
- Asset Plan Guidance 2022 (Local Government Victoria)
- Local Government Asset Management: Better Practice Guide 2015 (Local Government Victoria)

6. Definitions

Term	Definition
Asset Management	The coordinated activity of an organisation to realise value from assets, present and future. In City of Port Phillip context this ensures consistent levels of service as agreed with the community.
Asset Lifecycle	The time interval that commences with the identification of the need for an asset, it's acquisition, operation, maintenance and terminates with the disposal and decommissioning of the asset or any liabilities thereafter.
Asset Management Framework (Strategic Asset Management)	The framework (refer Figure 2.) incorporating policies, strategies, plans, processes, procedures, data, and information that supports effective asset management performance, operational and capital investment.
New Assets	Expenditure that creates a new asset that provides a service that does not currently exist due to new demands.
Asset Upgrade	Expenditure that (a) enhances an existing asset to provide a higher level of service; or (b) increases the life of the asset beyond its original life.
Asset Renewal	Expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability and ongoing requirements.
Asset Expansion	Expenditure that extends the capacity of an existing asset to provide benefits to new users at the same standard as is provided to existing beneficiaries.
ISO 55000	International Standards Organisation, governing the standard for best practice for asset management. <i>Noting that the current standard is ISO 55000:2024.</i>

City of Port Phillip Asset Management Policy



7. Administrative updates

It is recognised that, from time to time, circumstances may change leading to the need for minor administrative changes to this document. Where an update does not materially alter this document, such a change may be made administratively. However, any change or update which materially alters this document must be made with a resolution of Council.

8. Document history

Version	Approval date	Changes made	ECM record
1.0	01/06/2017	Adoption v1.0	#20/13/14
1.1	04/06/2018	Desktop Review nil changes v1.1	#20/13/14
1.2	06/06/2019	½ term review- Update organisation changes v1.2	#20/13/14
1.3	11/06/2019	Desktop review- Update Organisation changes position descriptions v1.	#20/13/14
2.0	18/06/2021	Alignment with new CoPP Policy Template	#20/13/14
3.0	19/11/2025	Review of policy, including alignment with IPWEA template, streamlining to include only necessary policy information, removal of duplicated content from Asset Plan, currency check, and update of template.	TBA

9. Attachments

Nil

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14. NOTICES OF MOTION

Nil

15. REPORTS BY COUNCILLOR DELEGATES

16. URGENT BUSINESS

17. CONFIDENTIAL MATTERS

Nil