



MEETING OF THE PORT PHILLIP CITY COUNCIL

MINUTES

19 NOVEMBER 2025



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MINUTES - MEETING OF THE PORT PHILLIP CITY COUNCIL - 19 NOVEMBER 2025



MINUTES OF THE MEETING OF THE PORT PHILLIP CITY COUNCIL HELD 19 NOVEMBER 2025 IN ST KILDA TOWN HALL AND VIRTUAL VIA TEAMS

The meeting opened at 6:32pm.

IN ATTENDANCE

Cr Makin (Chairperson), Cr Buckingham, Cr Crawford, Cr Cunsolo, Cr Halliday, Cr Hardy, Cr Jay (online), Cr Mears, Cr Thomann.

Chris Carroll, Chief Executive Officer, Brian Tee, General Manager City Development, Kylie Bennetts, General Manager Community Wellbeing, Robyn Borley, General Manager, Governance and Performance, Paul Wood, Acting General Manager, City Infrastructure, Tarnya McKenzie, Acting Director, People and Experience, Mike Fisher, Manager City Planning and Sustainability, Simon Hill, Executive Manager Waste and City Maintenance, Stephanie Lai, Program Director Waste Futures, James Gullan, Acting Manager Communications and Governance, Mitch Gillett, Coordinator Councillor and Executive Support, Vicki Tuchtan, Manager, Property and Assets, Michael Major, Head of Property Operations & Facilities, James Ackroyd, Property Development Associate, Emily Williams, Senior Council Business Advisor, Joshua Vearing, Council Business Advisor.

The 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.

1. APOLOGIES

Nil.

2. CONFIRMATION OF MINUTES

Moved Crs Mears/Thomann

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.

A vote was taken and the MOTION was CARRIED unanimously.

3. DECLARATIONS OF CONFLICTS OF INTEREST

Councillor Cunsolo declared a conflict of interest in relation to 13.1 *First Quarter 2025-26 Financial Review* as part of the item considers a sporting club of which a family member is the treasurer. Councillor Cunsolo advised they would leave the meeting for consideration of this item.

MINUTES - MEETING OF THE PORT PHILLIP CITY COUNCIL - 19 NOVEMBER 2025



CONDOLENCE MOTION – PETER GOAD

The City of Port Phillip acknowledges the passing of Peter Goad. A longstanding citizen of Port Phillip, Peter was a metallurgist, editor, yachtsman and skier, and became an unlikely activist when they joined and later assumed leadership of Save Albert Park, the group which has fought the increasing encroachment on public land of the annual Formula 1 Grand Prix.

Moved Crs Thomann/Halliday

That Council:

- Expresses its deep regret on the passing of Peter Goad.
- Offers its sincere condolences to their family
- Places on record its appreciation for their service to the City of Port Phillip.

A vote was taken and the MOTION was CARRIED unanimously.

4. PUBLIC QUESTION TIME AND SUBMISSIONS

Public Questions are summarised below. The submissions were made verbally and can be listened to in full on our website: <http://webcast.portphillip.vic.gov.au/archive.php>.

Public Question Time:

- **Frank Artuso:** How were the 13 participants who completed First Aid, CPR & White Card training through the Thrive Program (16–25-year-old) identified and recruited? After completing the training, were participants offered community engagement or employment, paid or unpaid? What is the Council's financial information on costs, grants and any social payback and why is this program seen as a Council activity?

The Clever Port Phillip program currently has 11 projects in progress; would you advise by name what they are?

Kylie Bennetts, General Manager Community Wellbeing advised that the 13 participants were identified through Council's Youth Service Networks including local school and youth organisations. Career coordinators and youth workers referred young people most in need who then submitted an online expression of interest. Eligibility was limited to those living or studying in Port Phillip. After completing the training, participants were not offered direct employment, however next year Council is looking to explore how it can facilitate pathways to connect trained young people with local employers, for example, places like the South Melbourne Market vendors who may be seeking workers. This particular program is funded by the Victorian Governments Engage Youth Grant, which covers the training and coordination costs. The grant is for an amount of \$150k over a three year period from January 2025 to December 2027. The initiative delivers social payback by reducing barriers to employment, fostering financial independence and strengthening the local workforce, and the activity aligns with Council's commitment to social inclusion and community wellbeing.

Tarnya McKenzie, Acting Director People and Experience advised that the Clever Port Phillip program delivers work across three core streams:

The first core stream is Regular System Upgrades: This delivers mandatory and planned upgrades to our core Information and Communication Technology (ICT), so they remain secure, supported and fit for purpose. These include upgrading core enterprise platforms, refreshing workplace technology and updating digital platforms such as the public websites and other core workplace technology.

MINUTES - MEETING OF THE PORT PHILLIP CITY COUNCIL - 19 NOVEMBER 2025



The second core stream is System Optimisation: This delivers targeted enhancements that improve how our systems support day-to-day operations, decision-making and governance. These include optimising the way systems automate workflow, across business areas, Adapting systems to better support Risk and Corporate Planning, enhancing systems for efficient planning, tracking and reporting on project delivery and strengthening information and records management

The third stream is focused on Innovation and AI Enablement: This leads the safe, practical adoption of new technologies that lift customer experience and staff productivity. Rolling out Microsoft Copilot and related AI capabilities across Council in a governed way, running AI and digital innovation pilots that streamline processes and test new ways of working and building reusable patterns, guidance and capability to embed innovation into business-as-usual.

Council Report Submissions:

Item 6.1 Petition: Resident Permit Parking in Garden City

- Natalie Lewis

Item 9.1 Don't Waste It! Waste and Recycling Strategy 2025-28

- Frank Artuso

Item 12.1 Council Committee Framework and Committee Model

- Frank Artuso
- James Seow

RECOGNITION – VICTORIAN INTERFAITH NETWORKS FESTIVAL (2026)

Mayor Makin recognised the City of Port Phillip as being the host of the 2026 Victorian Interfaith Network Conference. The Mayor had the pleasure of being invited to the Broadmeadows Town Hall in the City of Hume where they received the Message Stick in their capacity as Mayor on behalf of the City of Port Phillip in recognition of Port Phillip being the host of this invaluable conference in 2026. The Mayor noted that the Interfaith Network has a proud history at the City of Port Phillip. The Mayor called on Councillor Thomann to say a few words:

Councillor Thomann shared the Mayor's optimism and passion about the event returning to the City of Port Phillip. They noted that the Victorian Interfaith Networks Festival, delivered annually by the Faith Communities Council of Victoria, celebrates dialogue, diversity, and unity among faith communities across the state. Councillor Thomann noted that they were a Councillor and member of the Port Phillip Multifaith Network in 2011 when the Council hosted this event for the first time, and expressed pride in welcoming it back in 2026. Councillor Thomann highlighted that a key moment during their previous time on Council was being involved in the Multifaith Network and driving the first Iftar dinner in the City of Port Phillip, which was held discreetly against Council officers' advice. Councillor Thomann stated that the Port Phillip Multifaith Network, established in 2002 in the spirit of peace and solidarity, now represents over 50 faith groups committed to inclusivity, spiritual wellbeing, and social justice. They commended the Network for doing a wonderful job of bringing diverse communities together.

MINUTES - MEETING OF THE PORT PHILLIP CITY COUNCIL - 19 NOVEMBER 2025



The Mayor also called on Councillor Buckingham to say a few words:

Councillor Buckingham thanked Mayor Makin for the opportunity to say a few words. They stated that it was a very exciting moment for the City of Port Phillip and acknowledged that the Mayor had travelled to the City of Hume to accept the ceremonial Message Stick on behalf of the City of Port Phillip. Councillor Buckingham acknowledged the members of the Interfaith Group who were present in the chamber and commended their tireless work on the Interfaith Network. They noted that the group volunteered their time and effort to promote conversations, safe spaces, and collaboration across the diversity of the City of Port Phillip.

Councillor Buckingham reflected that, as a new Councillor, members of the network had approached them over the past 12 months to stress the importance of this summit, which had been in planning for many years despite some hurdles along the way. They expressed their pleasure that the ceremonial stick had now been accepted and planning for the special summit in 2026 could begin. Councillor Buckingham stated that they saw this summit as an opportunity for Port Phillip to step up as a leader across the state in this field, welcoming people from all over Victoria and showcasing the city's wonderful faith communities and work. They also noted that the summit would highlight the fabulous work of faith institutions and groups within the City of Port Phillip.

Councillor Buckingham believed the summit would take place in November 2026 and emphasised that the process over the next 12 months to ensure its success would be constructive for both the Council and the communities it serves. They concluded by expressing their eagerness to work with members of the Interfaith Network to make the summit a success.

5. COUNCILLOR QUESTION TIME

- **Councillor Thomann:** The State Government is rushing the Planning Amendment (Better Decisions Made Faster) Bill 2025 that was developed without consulting any Councils. What is Council doing to express its concerns to the process and its potential changes?

Brian Tee, General Manager City Development stated that in terms of Councils actions of expressing its concerns about the Bill, Council has joined with the Municipal Association of Victoria (MAV) and other Councils in their campaign to raise the Bill. Council is seeking that the Parliament, where the Bill is currently being considered, defers consideration of the Bill and provides a period of consultation through a committee process so that the impact of the Bill can be properly examined. In addition, the Mayor has passed on that request and outlined Council's concerns in letters to the relevant members of Parliament. Council is also communicated its position on our communications channels to enable the community to understand the concerns that Council has.

- **Councillor Halliday:** Can officers provide an update on the sale of land to Coles in Balaclava?

Chris Carroll, Chief Executive Officer stated that since the decision officers have been working with Coles to finalise the transaction documentation, which has involved some legal input as well. Its anticipated that the documents will be completed by the end of 2025. An independent, equitable valuation process of the land is also underway to determine the value of the transaction. That will take into account the synergistic value arising from the site consolidation and the obligations contained within the section 173 agreement. Technical discussions are also continuing to ensure ongoing access to the rear of the adjoining properties, which was a concern of some of the traders, and ensuring these are permanently secured via easements in an enforceable legal agreement. This will enable continued access to the rear of the Carlisle Street shops which is a key transaction objective of Council that

MINUTES - MEETING OF THE PORT PHILLIP CITY COUNCIL - 19 NOVEMBER 2025



officers are continuing to work on. Following execution of the documentation, Coles will commence the design development and liaise with Council with the opportunity for community feedback. Council officers will be deeply involved in that and will with interested community groups to ensure they have an opportunity to participate and that will be ahead of a planning application we suspect to the State Government. Throughout that process Council will continue to advocate for design excellence, heritage conservation and strong community outcomes.

- **Councillor Makin:** Can Council please outline where the advocacy for Fishermans Bend sits within Council's broader priorities in ensuring its successful revitalisation as an urban renewal precinct?

Brian Tee, General Manager City Development stated that Fishermans Bend was a key Council priority due to the need for appropriate infrastructure to support the community now and in the future. Advocacy efforts focused on securing public transport, particularly tram and train connections, without which the development required to achieve Council's vision for Fishermans Bend would be difficult to deliver.

James Gullan, Acting Manager Communications and Governance added that Council undertakes an assessment process of the advocacy priorities in the forward plan each year. This year Fishermans Bend has been rated at the highest tier. Fishermans Bend is one of four tier one advocacy priorities and as such is treated and resourced accordingly.

6. PETITIONS, JOINT LETTERS AND DEPUTATIONS

6.1 Petition – Resident Permit Parking in Garden City

A Petition containing 48 signatures, was received via OpenPetition.

Moved Cunsolo/Crawford

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

A vote was taken and the MOTION was CARRIED unanimously.

7. PRESENTATION OF CEO REPORT

7.1 Presentation of CEO Report – September 2025 Issue 122

PURPOSE

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

Moved Crs Halliday/Thomann

That Council:

- 3.1 Notes the CEO Report – September 2025 Issue 122 – First Quarter Review (provided as Attachment 1).

MINUTES - MEETING OF THE PORT PHILLIP CITY COUNCIL - 19 NOVEMBER 2025



- 3.2 Authorises the CEO or their delegate to make minor editorial amendments that do not substantially alter the content of the report.

A vote was taken and the MOTION was CARRIED unanimously.

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

PURPOSE

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

MOVED Crs Hardy/Crawford

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.

A vote was taken and the MOTION was CARRIED unanimously.

10. A SAFE AND LIVEABLE CITY

10.1 Amendment C219port (South Melbourne Structure Plan

This item was deferred to the 3 December Council meeting.

11. A VIBRANT AND THRIVING COMMUNITY

Nil.

MINUTES - MEETING OF THE PORT PHILLIP CITY COUNCIL - 19 NOVEMBER 2025



Mayor Makin adjourned the meeting for a break at 7:44pm.

The meeting resumed at 7:53pm.

12. AN ENGAGED AND EMPOWERED COMMUNITY

12.1 Council Committee Framework and Committee Model

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.

Councillor Jay moved an amended motion to include additions to item 3.5 of the recommendation as indicated in bold:

- 3.5 Endorses 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
 - The establishment of a Disability Advisory Committee **and directs officers to undertake a review into the development of a Community Safety Committee, including mandate, membership, alignment with concurrent community safety work, and resource implications, and report back to council in the first quarter of 2026.**

The Motion LAPSED for want of a seconder.

MOVED Crs Crawford/Thomann

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.

MINUTES - MEETING OF THE PORT PHILLIP CITY COUNCIL - 19 NOVEMBER 2025



- 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 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
 - The establishment of a Disability 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.

A vote was taken and the MOTION was CARRIED.

FOR: Crs Makin, Thomann, Mears, Hardy, Crawford, Buckingham and Cunsolo

AGAINST: Crs Jay and Halliday

MINUTES - MEETING OF THE PORT PHILLIP CITY COUNCIL - 19 NOVEMBER 2025



12.2 Councillor Expenses Monthly Reporting - October 2025

PURPOSE

- 1.1 To report on the expenses incurred by Councillors during October 2025 in accordance with the Councillor Expenses and Support Policy.

Moved Crs Thomann/Mears

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.

A vote was taken and the MOTION was CARRIED unanimously.

12.3 Quarterly reporting of Records of Informal Meetings of Council - 1 April - 30 June 2025

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.

Moved Crs Halliday/Crawford

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**)

A vote was taken and the MOTION was CARRIED unanimously.

12.4 Appointment of Councillors to the CEO Employment Matters Committee

PURPOSE

- 1.1 To update the appointment of Councillor delegates to the CEO Employment Matters Committee following the Mayoral election.

Moved Crs Cunsolo/Crawford

That Council:

- 3.1 Appoints the Mayor, Deputy Mayor, Cr Halliday and Cr Crawford to the CEO Employment Matters Committee as per Table 1, effective from the date of this

MINUTES - MEETING OF THE PORT PHILLIP CITY COUNCIL - 19 NOVEMBER 2025



resolution until the end of the Council Term (unless otherwise resolved by Council) and publishes the respective appointments to Council's website.

A vote was taken and the MOTION was CARRIED.

FOR: Crs Makin, Thomann, Mears, Hardy, Crawford, Buckingham, Halliday and Cunsolo

AGAINST: Cr Jay

13. A TRUSTED AND HIGH-PERFORMING ORGANISATION

13.1 First Quarter 2025-26 Financial Review

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.

Councillor Cunsolo declared a material conflict of interest in relation to this item and left the meeting at 8:28pm.

Moved Crs Crawford/Mears

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.
- 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.

MINUTES - MEETING OF THE PORT PHILLIP CITY COUNCIL - 19 NOVEMBER 2025



- 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.
- 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 Delegates authority to the CEO, 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.

A vote was taken and the MOTION was CARRIED unanimously.

Councillor Cunsolo returned to the meeting at 8:32pm.

13.2 129 Beaconsfield Parade, Albert Park - Award of Lease

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.

MINUTES - MEETING OF THE PORT PHILLIP CITY COUNCIL - 19 NOVEMBER 2025



Moved Crs Hardy/Thomann

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.
 - 3.2.2 An initial rent of \$25,000 per annum + GST subject to annual CPI review.
 - 3.2.3 A market rent review at the lease option (5th anniversary).
 - 3.2.4 The tenant will be responsible for all outgoing.
 - 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.

A vote was taken and the MOTION was CARRIED unanimously.

13.3 Proposed Road Discontinuance - Kerferd Road & Herbert/Montague Street. Albert Park Intersection ("Shrine to Sea Project")

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.

Moved Crs Mears/Hardy

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 / Montage Street intersection

MINUTES - MEETING OF THE PORT PHILLIP CITY COUNCIL - 19 NOVEMBER 2025



- (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.

A vote was taken and the MOTION was CARRIED unanimously.

13.4 Contract Award RFT000345 - Cleaning of Council Buildings and Public Amenities

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).

Moved Crs Thomann/Halliday

That Council:

MINUTES - MEETING OF THE PORT PHILLIP CITY COUNCIL - 19 NOVEMBER 2025



- 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.
- 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.

A vote was taken and the MOTION was CARRIED unanimously.

13.5 Asset Management Policy

PURPOSE

- 1.1 To present the reviewed Asset Management Policy (Attachment 1) to Council for formal endorsement.

Moved Crs Halliday/Thomann

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.

A vote was taken and the MOTION was CARRIED unanimously.

14. NOTICES OF MOTION

Nil.



15. REPORTS BY COUNCILLOR DELEGATES

Councillor Jay attended the Community Chest Awards at the Middle Park Bowls Clubs in South Melbourne. The Community Chest is an Opportunity Shop in South Melbourne and is a community organisation that uses their profit for purpose, they utilise peppercorn rent from the City of Port Phillip and donations from the community. This year they proudly raised approximately \$73K which was then granted to 30 different community organisation in the value of approximately \$4,100 each. These included HeartSpace that replenish bee pollinated corridors and public gardens, First Step helping our locals out of addiction, Rawkus our local theatre. Some of the groups used the funds to create lunches for kids to ensure they are fed, the funds were also used to buy books for underprivileged school kids, and to also issue first aid courses to some play groups. Every cent was spent well to support the community. Councillor Jay thanked Gary, Brenda and Anita who run a fantastic profit for purpose organisation within the community and who put together a great awards ceremony.

16. URGENT BUSINESS

Nil.

17. CONFIDENTIAL MATTERS

Nil.

As there was no further business the meeting closed at 8:56pm.

Confirmed: 3 December 2025

Chairperson _____