



# MEETING OF THE PORT PHILLIP CITY COUNCIL

## AGENDA

4 FEBRUARY 2026



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# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



### 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](#)





## 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, 4 February 2026 at 6:30pm**. At their discretion, Councillors may suspend the meeting for short breaks as required.

## AGENDA

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<b>4</b>	<b>PUBLIC QUESTION TIME AND SUBMISSIONS</b>	
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- 1. APOLOGIES**
- 2. MINUTES OF PREVIOUS MEETINGS**

**RECOMMENDATION:**

That the [Minutes of the Meeting of the Port Phillip City Council held on 10 December 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 *Deputation Response - Community Safety in Church and Dow Streets, South Melbourne.....* 5

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### 6.1

### DEPUTATION RESPONSE - COMMUNITY SAFETY IN CHURCH AND DOW STREETS, SOUTH MELBOURNE

A deputation was presented to the 3 December 2025 Council meeting relating to community safety issues in Church and Dow Streets, South Melbourne.

#### **The Deputation stated the following:**

*In relation to ongoing and escalating community safety issues in Church and Dow Streets, South Melbourne. For more than two years, residents have reported repeated break-ins, attempted home entries, drug-related activity, and serious night-time safety risks due to inadequate lighting and the absence of CCTV. Despite ongoing correspondence since 2024 (including escalations to the Premier, Minister for Police, and Minister for Local Government), there has been no progress on the specific issues raised for our immediate area. A fatal incident has since occurred in Dow Street, which tragically aligns with the risks repeatedly highlighted by residents. Key matters requiring Council action are:*

1. *Improved lighting on Dow Street and Church Street (interim and permanent options).*
2. *Appropriate CCTV or alternative deterrence measures, with clarity on timelines and feasibility.*
3. *Joint site meeting between Council, Victoria Police, and residents to agree on immediate steps.*
4. *General cleaning and overall amenity improvement.*

*This Deputation seeks a clear pathway, timelines, and accountable actions to improve safety and amenity for the local community.*

#### **OFFICER COMMENT**

Residents have raised concerns to Council of an observed increase in suspicious activity and presence of drug-affected people over the last 18 months. The perceived source is people shifting activities to avoid a camera installed on the corner of Clarendon and Park Streets. This CCTV Camera is not in Council's asset register.

Council reviewed the available data from the Crime Statistics Agency for Church Street, Dow Street and adjoining laneways between Church and Clarendon Streets for the period between July 2020 to June 2025. In the laneways there were no recorded offences during July 2020-June 2023 and 3 property and personal offences during July 2024-June 2025. There has been an increase in property and theft offences reported since July 2023, as summarised in the table below.

**Table outlining offences recorded for Church Street, Dow Street and adjoining laneways in South Melbourne**

Offence Division	Jul 2020 - Jun 2021	Jul 2021 - Jun 2022	Jul 2022 - Jun 2023	Jul 2023 - Jun 2024	Jul 2024 - Jun 2025
A Crimes against the person	2	5	2	3	3
B Property and deception offences (property damage, burglary/break and enter, theft)	8	5	14	22	23
C Drug offences	3	2	0	0	0
D Public order and security offences	0	1	0	3	0
E Justice procedures offences	0	2	1	0	0
F Other offences	0	0	0	0	0
<b>Grand Total</b>	<b>13</b>	<b>15</b>	<b>17</b>	<b>28</b>	<b>26</b>

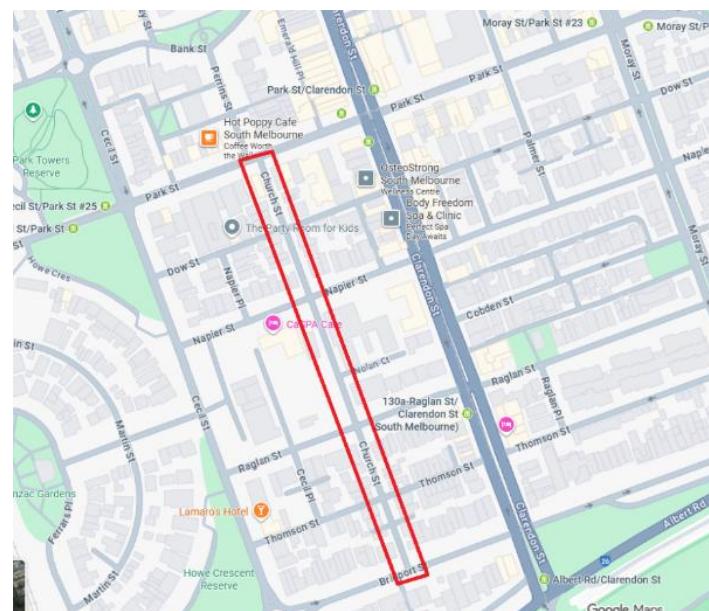
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### Offences recorded for Church Street, South Melbourne by offence type - July 2020 to June 2025

Offence Division	Offence Subdivision	Offence Group	Jul 2020 - Jun 2021	Jul 2021 - Jun 2022	Jul 2022 - Jun 2023	Jul 2023 - Jun 2024	Jul 2024 - Jun 2025
A Crimes against the person			2	3	2	0	1
B Property and deception offences	B20 Property damage & B30 Burglary/Break and enter		0	0	1	3	1
	B40 Theft	B42 Steal from a motor vehicle	2	2	2	3	6
		B44 Theft of a bicycle	0	0	2	0	0
		B45 Receiving or handling stolen go	1	0	1	0	0
		B49 Other theft	1	0	0	2	3
		Total	4	2	5	5	9
		Total	4	2	6	8	10
C Drug offences			3	2	0	0	0
D Public order and security offences			0	1	0	0	0
E Justice procedures offences			0	2	1	0	0
F Other offences			0	0	0	0	0
<b>Grand Total</b>			<b>9</b>	<b>10</b>	<b>9</b>	<b>8</b>	<b>11</b>

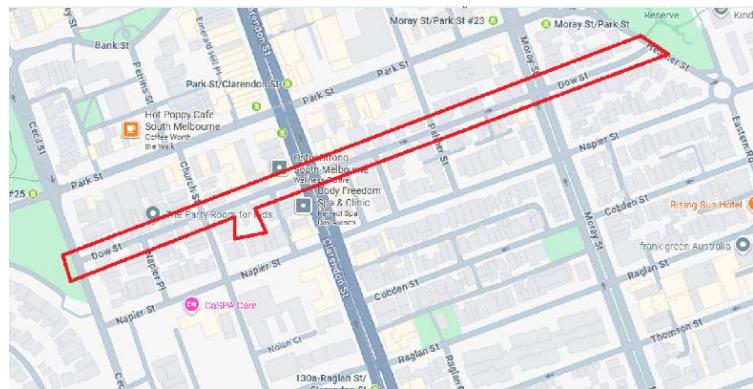


### Offences recorded for Dow Street, South Melbourne by offence type - July 2020 to June 2025

Offence Division	Offence Subdivision	Offence Group	Jul 2020 - Jun 2021	Jul 2021 - Jun 2022	Jul 2022 - Jun 2023	Jul 2023 - Jun 2024	Jul 2024 - Jun 2025
A Crimes against the person			0	2	0	3	1
B Property and deception offences	B20 Property damage & B30 Burglary/Break and enter		1	0	1	3	4
	B40 Theft	B41 Motor vehicle theft	0	1	1	2	1
		B42 Steal from a motor vehicle	3	1	4	8	5
		B44 Theft of a bicycle	0	1	1	0	0
		B49 Other theft	0	0	1	1	1
		Total	3	3	7	11	7
		Total	4	3	8	14	11
C Drug offences			0	0	0	0	0
D Public order and security offences			0	0	0	2	0
E Justice procedures offences			0	0	0	0	0
F Other offences			0	0	0	0	0
<b>Grand Total</b>			<b>4</b>	<b>5</b>	<b>8</b>	<b>19</b>	<b>12</b>

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**Offences recorded for select street and lanes in South Melbourne<sup>1</sup> by offence type - July 2020 to June 2025**

Offence Division	Jul 2020 - Jun 2021	Jul 2021 - Jun 2022	Jul 2022 - Jun 2023	Jul 2023 - Jun 2024	Jul 2024 - Jun 2025
A Crimes against the person	0	0	0	0	1
B Property and deception offend	0	0	0	0	2
C Drug offences	0	0	0	0	0
D Public order and security offer	0	0	0	1	0
E Justice procedures offences	0	0	0	0	0
F Other offences	0	0	0	0	0
<b>Grand Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>3</b>



### Joint site meeting between Council, Victoria Police, and residents

On 30 October the General Manager City Development and Manager Safety & Amenity met residents to understand their concerns. Where the resident concerns related to Victoria Police, the issues have been discussed Victoria Police. Concerns about the adverse impact of the behaviour of public housing tenants have been discussed with the relevant Government department.

### General cleaning and overall amenity improvement

Council officers are reviewing the Council bin collection process, repeat offender trends and patrols to improve general cleaning and overall amendment. We will advise the community of the outcome of that review.

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### Appropriate CCTV or alternative deterrence measures

There are currently no Council CCTV assets covering the Church and Dow Streets vicinity.

The mobile CCTV trailer could not safely be utilised in this area due to the narrow design of the laneways and roads.

Council has lodged an application for funding with the Federal Government for additional CCTV. If the funding is successful, Church and Dow Streets could be considered for the location of the expanded CCTV network. Locations for the CCTV will be subject to the outcome of the prioritisation process, compliance with the Public Place CCTV Policy and Police advice. Officers will keep the community informed of the grant process and any options for the use of Federal Government funding to provide CCTV coverage.

South Melbourne Police maintain a database of private residential or business cameras to assist with Police enquiries.

### Improved lighting on Church and Dow Streets

A review of lighting along Dow Street and the nearby laneway shows that lighting can be improved. Old fittings, uneven light spread, and different pole heights are creating dark areas. Residents have installed privately-owned building-mounted lights and CCTV to assist to deter criminal activity.

AS/NZS 1158.3.1 is a Standard that guides design and implementation of public lighting in pedestrian areas. The Standard prescribes a minimum lighting threshold that must be met across the area. This ensures that the darkest points are above a certain minimum brightness and prevents dark patches where pedestrians feel unsafe, or hazards are not visible to vehicles.

Church and Dow Streets fall below the Standard:

- Dow Street: **0.029 lx** (required = **0.22 lx**)
- Laneway: **0.069 lx** (required = **0.14 lx**)

The existing lighting infrastructure has inconsistent spacing and low availability of electrical infrastructure such as poles and streetlights. This makes it difficult and costly to upgrade lighting levels. Works involve partnering with CitiPower and costs include upgrading of lighting and power assets, design, and project delivery. Prices are based off initial investigations and subject to vary upon further design and definition of scope.

The installation of solar lighting was explored as a more cost effective solution. However, given the inconsistent and limited sun exposure of the area (narrow road reserve with overshadowing from adjacent buildings) this is not a viable solution.

Requests by the community for funding as part of Council's FY 2026/27 Budget are submitted via Council's Plan for Port Phillip 2025-2035 Year 2, Have Your Say webpage. Community requests are received between 17 November and 1 February 2026. Council officers had advised the Church and Dow Streets community of this process and note a submission has been received.

Three initial options have been developed. All three would require FY 2026/27 Budget funding:

#### Option 1) Full suite of interventions

The estimated cost of the improving lighting along the length of both streets is \$470,000 for Dow Street and \$236,000 for Church Street (ex GST). This includes upgrades and installation of new streetlights, brackets and electricity poles.

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### Option 2) Installation of streetlight in hotspot

Targeted interventions in hotspots. This would focus on the area targeted in recent burglaries between 58, 60, 63 and 53-59 Dow Street. The estimated cost to install a new electricity supply, pole and streetlight to directly illuminate the hotspot is \$242,000 (ex GST).

### Option 3) Installation of a streetlight on existing pole and upgrading two light fittings

This option focuses on addressing the gaps identified in the gaps identified in December 2025 through the review of the AS/NZS 1158.3.1 standards.

The option includes installing a new LED mounted to an existing pole at the corner of Dow and Church Streets, and to replace two existing fluorescent lights with LED fittings (including pathway glare visors). These upgrades would improve the minimum light levels above the Standard's thresholds

- Dow Street: **0.39 lx** (required = **0.22 lx**)
- Laneway: **0.18 lx** (required = **0.14 lx**)

This option is estimated to cost \$60,000 (ex GST).



### RECOMMENDATION

That Council:

1. Receives and notes the deputation.
2. Considers funding for improved lighting as part of the budget process in response to the submission made by the Church and Dow Street community within Council's 2026/27 Budget engagement process.
3. Considers options for additional CCTV assets as part of the grant application process with the Federal Government.

### ATTACHMENTS

Nil

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### 7. PRESENTATION OF CEO REPORT

Nil

### 8. A HEALTHY AND CONNECTED COMMUNITY

8.1	<i>Draft Accessibility Action Plan 2026-2030</i> .....	12
8.2	<i>Friends of Suai Annual Report 2024/25</i> .....	38

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### 8.1 DRAFT ACCESSIBILITY ACTION PLAN 2026-2030

**EXECUTIVE MEMBER:** KYLIE BENNETTS, GENERAL MANAGER, COMMUNITY WELLBEING

**PREPARED BY:** JOSH BADENOCH, COORDINATOR DIVERSITY, EQUITY AND INCLUSION

JILL YOUNG, SOCIAL POLICY ADVISOR

CHRISTINE DENING, MANAGER COMMUNITY BUILDING AND INCLUSION

#### 1. PURPOSE

- 1.1 To present the draft Accessibility Action Plan 2026-2030 and seek Council's endorsement for public exhibition.

#### 2. EXECUTIVE SUMMARY

- 2.1 The City of Port Phillip is renewing its commitment to accessibility through the draft Accessibility Action Plan 2026–2030 (the draft Plan). While 13 per cent of Port Phillip residents live with disability, discrimination remains high and only a small portion receive NDIS support.
- 2.2 Informed by a comprehensive review of the previous plan (which concluded in 2025) and engagement with people with disability, the draft plan builds on past achievements, addressing historical challenges and learnings across three previous Accessibility Action Plans.
- 2.3 The draft Plan adopts a strategic and flexible approach aligned with legislative requirements and Council's broader strategic priorities. It includes defined actions and deliverables to support accountability and has been informed through consultation with people with lived experience of disability and internal stakeholders.
- 2.4 Community feedback underscores the importance of accessibility, with services for people with disability rated as the second most important Council service in the 2025 Annual Satisfaction Survey. Although Council is not a direct service provider, public expectations of accessible and inclusive service delivery is high.
- 2.5 The draft Plan was developed through the first phase of engagement undertaken as part of the review process. This included broad community feedback captured through the *Plan for Port Phillip* findings and a targeted workshop with people with disability in June 2025.
- 2.6 A second phase of engagement is scheduled for 16 February – 15 March 2026 to ensure the draft Plan reflects diverse community perspectives and particularly captures the views of people with disability.
- 2.7 Council has allocated \$9,500 in the 2025/26 budget for the community engagement, to support the development of the final Accessibility Action Plan 2026-30 by June 2026.

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### 3. RECOMMENDATION

That Council:

- 3.1 Thanks those who have participated in early engagement to help inform the draft Accessibility Action Plan (2026-30), particularly those with lived experience and their carers.
- 3.2 Endorses the release of the draft Accessibility Action Plan (2026-30) for the next phase of community engagement in February and March 2026 which includes public exhibition of the draft Plan (Attachment 1).
- 3.3 Notes that prospective applicants for Council's Disability Advisory Committee will be asked to share their views on the Action Plan as part of the recruitment process and advised of the opportunities the Disability Advisory Committee will have to shape implementation and future iterations of the Plan.
- 3.4 Notes that Council will continue to be an active participant in a range of advocacy forums, including the Metropolitan Transport Forum, to ensure City of Port Phillip remains strong and effective in advancing public transport accessibility.

### 4. KEY POINTS/ISSUES

- 4.1 Approximately 13 per cent of the population in the City of Port Phillip live with disability, equating to 13,400 people. Of these, only 10 per cent receive NDIS supports.
- 4.2 Despite legislation, rates of discrimination towards people with disability are still high, with nearly half (46 per cent) of all complaints to the Australian Human Rights Commission being about disability discrimination.
- 4.3 The creation and implementation of a Disability (or Accessibility) Action Plan is one tool that can progress the rights of people with disabilities and reduce discrimination.
- 4.4 Accessibility Action Plans are a legislative requirement for councils in Victoria under the Victorian *Disability Act 2006*.
- 4.5 Accessibility Action Plans articulate Council's public commitment to upholding the rights of people with disability and to advancing fairness, inclusion and accessibility in all areas of civic life. The City of Port Phillip has demonstrated long-standing leadership in this area, first adopting an Accessibility Action Plan in 2001 and continuing to strengthen its commitment through five subsequent plans.
- 4.6 To fulfil legal obligations, all Accessibility Action Plans must include four key objectives, which bring to the fore the purpose of the *Disability Act 2006*. These are:
  - Reduce barriers in accessing goods, services and facilities;
  - Reduce barriers to obtaining and maintaining employment;
  - Promote inclusion and participation in the community; and
  - Achieve tangible changes in attitudes and practices that discriminate against people with disability.

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### 5. CONSULTATION AND STAKEHOLDERS

#### Summary of Accessibility Action Plan Review

- 5.1 To inform the draft Plan, a comprehensive review of the Accessibility Action Plan 2023-25 took place in April 2025.
- 5.2 The review consisted of interviews with internal stakeholders who previously held responsibility for the delivery of actions; benchmarking with other Councils; and an appraisal of actions within the current plan and their impacts.
- 5.3 Findings revealed that since Council's initial Accessibility Action Plan, there have been achievements made and clear progress for people with disability in our City, with greater consideration being given to accessibility. Areas for improvement were also identified.
- 5.4 Key opportunities were identified through the review as to how Council can improve implementation of its future Accessibility Action Plan. These included:
  - Consider shifting from detailed actions to higher-level strategic actions to allow greater flexibility and responsiveness;
  - Acknowledge that delivering actions within existing resources may not always be feasible and should be assessed accordingly;
  - Explore mechanisms for ongoing input from people with lived experience of disability, noting at the time the absence of a formal network or Advisory Committee (it was resolved by Council to establish a dedicated advisory Committee late in 2025);
  - Establish a governance structure to support effective implementation.
- 5.5 Benchmarking with other councils reinforced the review findings, with officers from other Councils highlighting the value of disability advisory committees, the need for early and authentic engagement with departments responsible for plan delivery, and the importance of a straightforward implementation process.
- 5.6 While some actions are best addressed through Council's advocacy (such as public transport accessibility), others fall within Council's direct responsibility. These include:
  - Positioning Council as an employer of choice for people with disability;
  - Ensuring all communications are accessible; and
  - Implementing a continuous improvement program to guarantee footpaths and crossings remain accessible.
- 5.7 Following the review, Council has endorsed the establishment of a Disability Advisory Committee (DAC) in 2026. The DAC will provide a formal mechanism for ongoing input from people with lived experience of disability and strengthen governance for effective implementation of the Accessibility Action Plan going forward. It will also offer strategic advice on prioritization and feasibility, and support advocacy and partnership opportunities.
- 5.8 As engagement on the Plan is proposed to occur prior to the DAC being established, it is proposed that the DAC recruitment process is utilised as a way for prospective members to provide initial insights. It is also proposed to clearly communicate with prospective DAC members that while the DAC as an advisory committee may not

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shape the initial draft plan in full, their strategic advisory role will influence implementation and future iterations of the Plan.

5.9 The alternative to facilitate review of the draft Plan by the DAC is to extend the current Plan until November 2026. This would postpone implementation of new initiatives and replicates the previous Plan which also had the timeframe extended.

### **Draft Accessibility Action Plan 2026-2030 Development**

5.10 Drawing on the review findings, Council held a workshop in June 2025 with people with disability to embed co-design principles in the plan and ensure their voices shaped its content.

5.11 Participants shared experiences of discrimination within the City of Port Phillip, particularly around physical access when shopping or dining at cafes and restaurants. They also raised concerns about parking challenges and limited accessibility of public transport.

5.12 The draft plan reflects these insights, incorporates review outcomes, and introduces a refreshed approach compared to previous Accessibility Action Plans.

5.13 The Draft Accessibility Action Plan 2026–2030 outlines actions aligned with four legislative objectives and includes clear accountability measures. It builds on Council's achievements, acknowledges its current position in advancing accessibility, and identifies opportunities for ongoing improvement, all informed by the lived experience of people with disability.

5.14 There are four key benefits to the draft plan's development and delivery:

#### **5.14.1 Alignment with Plan for Port Phillip –**

The plan enables annual implementation plans to focus on priorities identified in the Plan for Port Phillip, ensuring continuity and progress. A four-year action plan strengthens this alignment by addressing needs, priorities, timeframes, and budgets.

#### **5.14.2 Alignment with other Diversity, Equity & Inclusion (DEI) focused work –**

The plan complements Council's DEI principles, reinforcing its commitment to learning, reflection, and growth while embedding accessibility within broader inclusion efforts.

#### **5.14.3 Responsive Approach -**

Higher-level actions combined with firm commitments provide flexibility to adapt to potential national changes, such as the ongoing review of the Disability Discrimination Act 1992.

#### **5.14.4 Internal Stakeholder Involvement –**

Higher-level actions, supported by firm commitments, offer greater flexibility than lower-level, highly specific actions. This approach allows Council to adapt to potential national changes, such as those arising from the ongoing review of the Disability Discrimination Act 1992.

### **Engagement on Draft Accessibility Action Plan 2026-2030**

5.15 The City of Port Phillip's Accessibility Action Plan is being developed through a two-phase engagement process for inclusive and tailored input.

5.16 Phase 1: Engagement on the draft Accessibility Action Plan occurred through targeted and broader consultation noted above, with those findings informing the plan's

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development. In addition, insights from the Community Satisfaction Survey and engagement outcomes from the Plan for Port Phillip were used to enhance Council's understanding of community perspectives on issues affecting people with disability.

- 5.17 Phase 2: This is planned for February - March 2026, to invite wider community feedback on the draft Accessibility Action Plan coupled with opportunities for previous participants to provide further input.
- 5.18 This phase will include targeted engagement with people with disability to ensure their views are accurately reflected in the draft plan, as well as broader community engagement. This recognises that the Accessibility Action Plan is intended to deliver benefits across the whole community, not only for people with disability and their carers.
- 5.19 Proposed community engagement is planned to include:
  - 5.19.1 Have Your Say project page and survey.
  - 5.19.2 A tailored workshop with participants with disability from phase one engagement.
  - 5.19.3 A targeted engagement session people with disability, in addition to the above.
  - 5.19.4 A targeted activity with carers.
  - 5.19.5 Consultation with staff from community and disability service providers such as Brotherhood of St Laurence and Sacred Heart Mission.
  - 5.19.6 An information session with members of Council's Youth Advisory Committee (YAC).

## 6. LEGAL AND RISK IMPLICATIONS

- 6.1 There are no legal or risk implications associated with the draft Accessibility Action Plan.

## 7. FINANCIAL IMPACT

- 7.1 The current actions outlined in the draft Accessibility Action Plan can predominantly be delivered and achieved within existing budgets and in a cost neutral setting.
- 7.2 While there are instances where projects have been identified to increase accessibility, these costs have been considered by the departments responsible for their delivery, to either be delivered within existing resources or through Council's annual budget process.

## 8. ENVIRONMENTAL IMPACT

- 8.1 No environmental impacts are associated with this action plan.

## 9. COMMUNITY IMPACT

- 9.1 It is anticipated that people with disability and their carers will be positively impacted by this action plan.
- 9.2 Further, the plan should positively impact broader community members, given that the fourth objective and associated actions relate specifically to attitudes and practices from the broader community that discriminate against people with disability.
- 9.3 The City of Port Phillip's 2025 Annual Community Satisfaction Survey indicates that the community may not fully understand Council's role in promoting, rather than directly

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delivering, disability services. These findings highlight the importance of Council's responsibility to advocate for and ensure that its own services are accessible and inclusive.

9.4 The delivery of this plan is expected to make disability and accessibility more prominent in City of Port Phillip's work. By elevating these conversations and publicly reporting on progress, City of Port Phillip will demonstrate accountability and provide the community with confidence in its commitment to accessibility.

### 10. GENDER IMPACT ASSESSMENT

10.1 A gender impact assessment has been completed and recommendation have informing the plan's development and community engagement approach.

### 11. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

11.1 The Accessibility Action Plan aligns with strategic direction one from Plan for Port Phillip – A Healthy and Connected Community. However, it also resonates with strategic directions three and five, as it is anticipated that the action plan's implementation will facilitate a Liveable City with an Empowered Community.

### 12. IMPLEMENTATION STRATEGY

12.1 If Council resolves to release the draft Plan for community consultation at the Council meeting on 4 February 2026, the following will occur::

- 12.1.1 Community engagement period: 16 February – 15 March
- 12.1.2 Consideration of feedback and submissions on the draft Plan: April
- 12.1.3 June: Updated Plan presented at the Ordinary Meeting of Council for endorsement and adoption and the Engagement Report presented to Council for public release.

### 12.2 COMMUNICATION

12.2.1 A detailed engagement plan for both internal staff and community members has been approved. Target audiences include people with disability, carers, disability support organisations and the community more broadly, noting that the plan should impact all community members.

12.2.2 The communication approach includes:

- Direct communications through Council officers' networks, and cascading through the community organisations that support people with disability and carers.
- Posters at libraries, community centres and ASSIST
- Social media
- Inclusion in Council's newsletters: Engagement Newsletter, Divercity, Community Sector News.

### 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. Accessibility Action Plan 2026-2030



# Accessibility Action Plan 2026-2030

Version 4, January 2026



City of Port Phillip Accessibility Action Plan 2026 - 2030

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*City of Port Phillip*

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## Acknowledgement of Country

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.

DRAFT

## **Mayor's message**

XXX

**DRAFT**

## Language in this document

When talking about people with disability, this plan focuses on the person rather than a disability or diagnosis. This is called person centered language and is an approach to discussing disability that attempts to reduce stigma and promote respect.

Some people however, prefer to adopt what is called an identity first model. This highlights the person's disability as an identifying aspect of the person that is inseparable from them. Some people with autism, for example, may prefer to describe themselves as 'an autistic person' rather than 'a person with autism'.

There is no right or wrong way for people with disability to refer to themselves as it is a deeply personal choice. In general terms however, person centered language is more widely accepted.<sup>1</sup>

**DRAFT**

<sup>1</sup> [Language Guide - People with Disability Australia](#)

## Introduction

The Accessibility Action Plan 2026-2030 is a key strategic document, publicly outlining the steps Council will take to reduce discrimination towards people with disability.

The City of Port Phillip (Council) is committed to building a diverse, inclusive, and accessible community where all people – regardless of ability – can fully participate in civic life. This plan outlines our strategic approach to identifying and removing barriers that prevent people with disabilities from accessing services, facilities and opportunities within the municipality.

Developed in consultation with people with lived experience of disability, carers, community groups, service providers, and advocacy organisations, the plan aligns with our obligations under the *Disability Discrimination Act 1992 (Cth)* (DDA) and the Victorian *Disability Act 2006*. It further reflects our broader commitments to social cohesion and community connection as articulated in Council's Plan for Port Phillip 2025-2035 and other key strategies.

Through this action plan, we aim to promote inclusive practices across Council operations, enhance physical and digital accessibility, improve employment outcomes and foster a culture that values the contribution of people with disability.

While the DDA was passed nearly 35 years ago, knowledge of the Act is still limited and people with disability still face discrimination in a variety of contexts, such as employment, access to goods and services and government programs. It is in these settings that local government can play a role in eliminating discrimination towards people with disability, ensuring they are afforded dignified and equitable access in the same way as people without disability.

This plan is both a roadmap and a call to action. It challenges us to lead by example, remove systemic barriers, and ensure that everyone who lives, works, or visits the City of Port Phillip can thrive.

## Vision and Outcomes

The Accessibility Action Plan 2026–2030 sets out the City of Port Phillip's commitment to creating **A City for Everyone**, a community where every person can participate, thrive, and belong. Guided by principles of equity, human rights, and social justice, this plan outlines a clear roadmap to remove barriers, challenge discrimination, and foster inclusive environments across all Council operations and community spaces.

The outcomes of this plan focus on creating a city where everyone can participate and belong. They aim to remove barriers to access, foster inclusive employment, increase community participation, and shift attitudes and practices to reduce discrimination. Together, these outcomes drive equity and inclusion across Council and the community.

This plan turns vision into action by defining clear results, practical steps, and measurable indicators. It sets out what success looks like, such as accessible buildings, fair recruitment, and inclusive events, and then outlines actions such as audits, training, and community engagement to achieve these goals. Progress will be tracked through performance measures, including improved access ratings, reduced complaints, and positive feedback from people with disability and their

carers. Together, these elements ensure the plan delivers real, measurable change across Council and the community.

Through leadership, collaboration, and continuous learning, this plan positions Council to drive meaningful change, ensuring that everyone who lives, works or visits the City of Port Phillip can thrive.

## Models of Disability

This plan is framed in the context of both the social and human rights models of disability.

The social model of disability shifts the focus away from individual impairments and instead highlights the societal barriers that disable people. It argues that disability is not caused by a person's condition but by the environment and attitudes that prevent full participation. Under this model, steps such as improving physical access, changing discriminatory attitudes, and removing systemic barriers are key to enabling people with disability to live independently and equally. Developed by the disability rights movement, this model empowers individuals by recognising that exclusion and inequality are not inevitable, but the result of choices made by society. It encourages institutions, governments, and communities to take responsibility for creating inclusive environments.

The human rights model of disability builds on the social model by grounding the rights of people with disability in international human rights law. It emphasises that people with disability hold rights and are entitled to the same freedoms, dignity, and opportunities as everyone else. This model is reflected in the United Nations Convention on the Rights of Persons with Disabilities (CRPD), which Australia ratified in 2008. It promotes autonomy, participation, and equality before the law, and calls for measures that uphold the rights of people with disability across all areas of life—education, employment, healthcare, and civic involvement.

Together, these models challenge discriminatory practices and promote a society where people with disability are not only included but valued as equal participants. They guide contemporary disability policy and practice, including action plans at local government levels.

## Why we need a new Accessibility Action Plan

Council is committed to building a diverse, inclusive, and accessible community where all people, regardless of ability, can fully participate in civic life. The Accessibility Action Plan is one way in which Council can publicly commit to actions that will make progress towards achieving this.

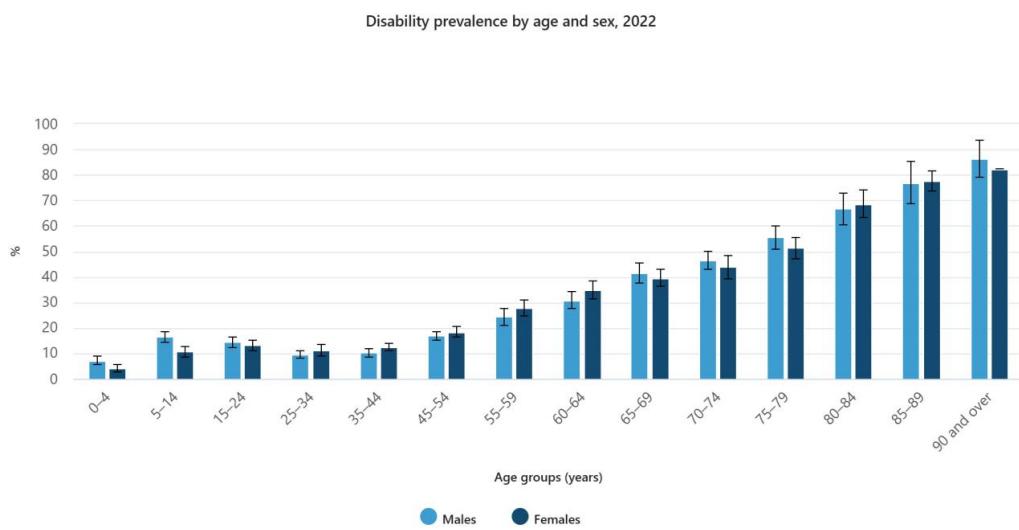
Council's current Accessibility Action Plan is due to expire and there are both local and legislative reasons to develop a new Action Plan that reaffirms Council's commitment to building a diverse, inclusive, and accessible community.



## Disability – an overview

According to the most recent Australian Bureau of Statistics (ABS) data, the number of people living with disability is rising<sup>2</sup>, while levels of discrimination towards people with disability stubbornly stay the same.

In 2022, 21.4 per cent of the Australian population lived with disability compared to 17.7 per cent just four years earlier, in 2018. Further, statistics reveal that disability impacts older people more than those under 65, with over half (52 per cent) of people over 65 having disability. Possible reasons for this include an ageing population, a growing awareness of disability in Australia more broadly and an increase in prevalence of some long-term health conditions.



Source: Australian Bureau of Statistics, Disability, Ageing and Carers, Australia: Summary of Findings 2022

The number of carers in Australia has also grown with three million Australians now being in a caring role. The gap between the numbers of men and women in caring roles has reduced over time, with 12.8 per cent of all females now being carers and 11.1 per cent of all males.

Despite the above data, people with disability are still one of the most discriminated and marginalised communities in Australia. Also according to ABS data, in 2022:

- The unemployment rate for people with disability was more than twice the rate for people without disability
- The median income level for a person with disability was \$575 per week compared with \$1055 for people without disability
- One in ten people with disability had experienced discrimination and, for people with profound or severe disability, this rose to one in five

<sup>2</sup> [Disability, Ageing and Carers, Australia: Summary of Findings, 2022 | Australian Bureau of Statistics](#)

## City of Port Phillip Accessibility Action Plan 2026 - 2030

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- Two thirds of people over 15 years with disability reported that they had experienced barriers to participating in social and community activities in the last three months
- Within the City of Port Phillip, the most common long term health condition was a mental health condition<sup>3</sup>

Local government can play a critical role in not only identifying barriers in existing services, it can further take practical actions to remove these in ways that other levels of government and local organisations cannot. Working with local traders to encourage employment of people with disability is just one example of how Council can take proactive steps to reduce discrimination towards people with disability.

## Legislative Context

There are two pieces of legislation that underpin the Accessibility Action Plan.

### Disability Discrimination Act 1992

The *Disability Discrimination Act 1992*, which ensures people with disability experience equitable and dignified access to all aspects of life.

### Victorian Disability Act 2006

The Victorian *Disability Act 2006* commits Council to developing an Accessibility Action Plan and states that the primary purpose of the plan is to eliminate barriers for people with disability and promote inclusion in all aspects of civic life. Under Section 38 (1), the Act outlines four key objectives for councils:

1. Reduce barriers in accessing goods, services and facilities
2. Reduce barriers to obtaining and maintaining employment
3. Promote inclusion and participation in the community
4. Achieve tangible changes in attitudes and practices that discriminate against people with disability

It is these objectives that are the framework which underpins the Accessibility Action Plan.

### Relevant legislation and guidance

Other relevant legislation and guidance includes the following:

State	Federal	International
Inclusive Victoria: state disability plan (2022–2026)	Australia's Disability Strategy 2021-2031	United Nations Convention on the Rights of Persons with Disabilities
<i>Charter of Human Rights and Responsibilities Act 2006</i>	<i>Fair Work Act 2009</i>	Web Content Accessibility Guidelines (WCAG) 2.2
<i>Equal Opportunity Act 2010</i>		
<i>Local Government Act 2020</i>		

<sup>3</sup> [City of Port Phillip | Community profile](#)

## Plan for Port Phillip

Beyond legislation, this Accessibility Action Plan also reflects the commitments within the Plan for Port Phillip 2025-35 which outlines a range of priority areas and strategic directions that will shape the future of Port Phillip. This plan aligns with the community vision of being “*a liveable and vibrant City that enhances community connection and wellbeing*” and further aligns with the following strategic directions:

- A Healthy and Connected Community
- A Vibrant and Thriving Community
- An Engaged and Empowered Community

## Accessibility Action Plan Context

Along with legislative commitments and Council’s Plan for Port Phillip, this action plan sits within a suite of other diversity, equity and inclusion initiatives, each committing Council to advance equity and inclusion in the local context. These include:

- Reconciliation Action Plan 2025 – 2027
- LGBTIQA+ Action Plan 2024 – 2026
- Positive Ageing Policy 2023 – 2027
- Gender Equality Action Plan 2022 – 2025
- Community Safety Plan (in development)
- Affordable Housing and Homelessness Strategy (in development)
- Multicultural Strategy (in development)

All of Council’s diversity, equity and inclusion work is guided by the following commitments and principles:

- We will listen to the voices and lived experiences of employees and community
- We will be accountable to employees, community and each other
- Council’s approach will be intersectional and equitable – guiding how we prioritise our diversity, equity and inclusion work
- Council’s approach to making progress towards equality is ongoing, through this journey, we will learn, reflect, be accountable and grow

## Building on our Success

The City of Port Phillip has been developing Accessibility Action Plans for 25 years, the first being in 2001. With this history, Council is well placed to understand what initiatives and interventions have proven successful and where work is still required.

Successful highlights include:

- A comprehensive accessible beaches program during summer, allowing people with disability to access and enjoy the beach with family and friends.
- Disability awareness training, elevating disability knowledge amongst staff, particularly those in key service areas.

## City of Port Phillip Accessibility Action Plan 2026 - 2030

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- Significant consideration of accessibility at key events such as the St Kilda Festival, ensuring that all community members can access and enjoy iconic activities.

A comprehensive review of the Accessibility Action Plan 2023-2025 revealed that there is still work to be done. A key focus of this action plan is to more comprehensively elevate the capability of staff such that people with disability can be more considered across all Council projects, policies and programs.

This Accessibility Action Plan adopts an approach that allows for responsiveness over the next four years, whilst still making robust and meaningful commitments, acknowledging Council's current place in its accessibility journey.

The plan also considers people with disability beyond the next four years by committing to actions that promote lasting change, beyond the life of this action plan.

## How this plan was developed

This plan has been developed through numerous engagement channels with a variety of people contributing and chief amongst these were people with disability. Further to Council led engagement, key state and federal policies, strategies and plans have been considered to ensure that there is alignment with current work in the disability space.

From November 2024 to May 2025, Council undertook extensive engagement to capture the views of people living in our City. These findings informed the Plan for Port Phillip and provided key insights into the lives of people with disability in the municipality and those caring for them. The recent findings from the 2025 Annual Community Satisfaction Survey have also been considered in this plan's development.

In June 2025, people with disability were invited to attend a targeted, facilitated session to provide feedback on what they would like to see in a new Accessibility Action Plan. Run in conjunction with Voices of the South Side (VOSS), the session concentrated on the four legislative objectives, ensuring that contributions were meaningful for those in attendance and that feedback was actionable.

A comprehensive review of Accessibility Action Plans across eight adjacent Councils took place to further inform this plan's development, with the view to exploring opportunities for partnership. This strategic approach will encourage collaboration across Councils, reduce duplication of resources and ultimately provide improved outcomes for people with disability and their carers.

Internal engagement on the new Accessibility Action Plan also occurred, allowing for Council departments to reflect on what aspects of the previous plan worked well and what were found to be challenging. This ensures that Council can build on previous work with understanding and considered insight.

Finally, a thorough Gender Impact Assessment (GIA) was completed. A legislative requirement under the Gender Equality Act 2020, the GIA examined how a new Accessibility Action Plan might impact women, girls, men, boys and gender diverse people differently, with recommendations on how to ensure equitable outcomes. The new plan has been designed with the GIA's findings in mind.

## The Role of Governments

Every level of government plays a role in reducing discrimination toward people with disability.

### Federal Government

The federal government provides the national legal framework, funding, and policies

- Legislation: enforces the Disability Discrimination Act 1992 (DDA), which makes it unlawful to discriminate in areas such as employment, education, transport, and access to services
- National strategy: leads Australia's Disability Strategy 2021–2031, which outlines goals for inclusion and equal rights
- NDIS: funds and manages the National Disability Insurance Scheme (with states), providing tailored supports to individuals
- Oversight: supports bodies like the Australian Human Rights Commission (AHRC) and NDIS Quality and Safeguards Commission to enforce rights and standards
- Public Education: runs national campaigns to promote awareness and reduce stigma.

### State Government

The Victorian Government aligns with federal policies but focuses on state-wide implementation, legislation, and services

- Disability legislation: implements state laws such as the *Disability Act 2006* and the *Equal Opportunity Act 2010*, which protect rights at the state level
- State strategy: implements *Inclusive Victoria: State Disability Plan 2022–2026*, which supports access, participation, and safety for people with disability
- Health, transport, and education services: ensures public schools, hospitals, public transport, and housing are inclusive and accessible
- NDIS role: works with the federal government to deliver the NDIS locally
- Disability advocacy and inclusion programs: funds organisations that support individuals and raise awareness across Victoria.

### Local Government (Councils)

Local councils are the closest level of government to communities and are responsible for practical implementation and everyday accessibility

- Accessibility Action Plans: develop and implement Accessibility Action Plans to make public spaces, services, and information accessible
- Inclusive facilities and Services: provide accessible parks, libraries, community centres, toilets, footpaths, and events
- Community education: promote inclusion and reduce stigma through working in partnership with others such as community organisations and traders
- Consultation: engage with people with disability and local disability organisations to inform planning and service delivery.

## Vision

### A City for Everyone

This plan seeks to achieve the City of Port Phillip's vision of a community where every person can participate, thrive and belong. Guided by principles of equity, human rights, and social justice, Council is committed to removing barriers, challenging discrimination, and fostering inclusive environments. Through leadership, collaboration, and continuous learning, we strive for a City that ensures dignified and equitable access for all.

## Outcomes

The outcomes in the Accessibility Action Plan describe the tangible changes Council aims to achieve over the life of the plan. They focus on creating a city where people with disability can fully participate in civic life without barriers. Specifically, the outcomes seek to:

- Improve access and participation by ensuring Council services, facilities, and programs are physically and digitally accessible.
- Foster inclusive employment practices so that people with disability experience fair recruitment processes and supportive workplace adjustments.
- Increase community inclusion by promoting opportunities for people with disability to engage in events, programs, and decision-making.
- Shift attitudes and practices by embedding disability awareness and reducing discrimination across Council and the broader community.

Together, these outcomes aim to remove systemic barriers, challenge discriminatory behaviours, and embed equity and human rights principles into everyday operations, creating a city where everyone can thrive.

## Actions and Performance Measures

The plan uses a methodology that links outcomes to observable changes, supported by actions and performance measures that track progress. Known as the PuMP methodology, it is a performance measurement approach that focuses on creating clear, meaningful measures linked to real outcomes.

- Clarified Results describe what success looks like in practice. For example, people with disability can enter and use Council buildings without assistance, applicants experience fair recruitment, and community members participate in events without barriers.
- Actions are practical steps to achieve these results, such as updating emergency preparedness plans, conducting accessibility audits, supporting local traders, delivering inclusive recruitment training, and auditing Council events for accessibility.

City of Port Phillip Accessibility Action Plan 2026 - 2030

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- Performance Measures provide evidence of impact, not just activity. The table below outlines proposed performance measures which would need further investigation before proposing the final plan.

Together, these elements ensure the plan moves beyond intentions to measurable improvements in access, inclusion, and attitudes across Council and the community.

## Objective One: Reduce barriers in accessing goods, services and facilities

*Services, facilities and programs will be more accessible, ensuring that people with disability can meaningfully engage with them. Facilities include public spaces and footpaths*

Outcome	Clarified Result	Actions	Performance Measure
Services, facilities, and programs are accessible and inclusive for people with disability	People with disability can enter, use, and navigate Council buildings, foreshore areas, and services without assistance or complaint	1.1 Emergency Preparedness Plans updated to include people with disability and their carers 1.2 Foreshore Accessibility Evaluation program developed 1.3 Council buildings accessibility audit conducted 1.4 Local traders supported to be inclusive through training 1.5 Inclusive Library Programming 1.6 ASSIST Accessibility Review 1.7 Accessibility Improvement Plan developed for South Melbourne Market Accessibility statement included in each Project Brief, Tender and Strategy 1.8 Program of works to address inaccessibility (based on audit findings).	- % of staff and visitors with disability reporting improved access in annual surveys. - Reduction in accessibility related complaints logged in ASSIST. - % of Council buildings audited for accessibility.

## Objective Two: Reduce barriers to obtaining and maintaining employment

*As a workforce, Council will build on its current disability inclusive practices, identifying barriers to employment and seeking ways to address these*

(Note: Workforce data is regularly analysed to understand representation and experiences of employees with disability and other diverse backgrounds, informing initiatives that foster a more inclusive workplace. Council continues to focus on building staff confidence to share demographic data, including disability status. Due to sample size and employee privacy, this data is not reported publicly.)

Outcome	Clarified Result	Actions	Performance Measure
Council is an inclusive employer that supports people with disability at all recruitment stages.	Applicants and employees with disability experience fair, supportive recruitment and workplace adjustments.	2.1 Inclusive recruitment and disability inclusion awareness 2.2 Workplace Adjustments procedure education and awareness	<ul style="list-style-type: none"> <li>- Recruitment eLearn published; 80% of people leaders completed it</li> <li>- Inclusive Leadership Training completed by 80% of people leaders</li> <li>- Disability Inclusion communications issued twice yearly</li> <li>- Workplace Adjustments procedure published and intranet page updated</li> <li>Awareness of adjustments promoted twice yearly; annual drop-in sessions for leaders</li> </ul>

## Objective Three: Promote inclusion and participation in the community

*Council will actively identify and promote opportunities, events and programs that increase the participation of people with disability, their carers and families*

Outcome	Clarified Result	Actions	Performance Measure
People with disability are actively	People with disability attend and participate	3.1 Accessibility of Council events and festivals audited and audit actions	<ul style="list-style-type: none"> <li>- % of attendees with disability reporting a positive experience at</li> </ul>

City of Port Phillip Accessibility Action Plan 2026 - 2030

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included in community life and decision-making processes.	in Council events, programs, and consultations without barriers.	implemented through a program of works 3.3 Support and training provided to build capability of community organisations 3.4 Inclusive communication developed 3.5 Accessibility training module and toolkit developed and made available to all grant applicants	Council events. - % of community organisations reporting increased confidence in disability inclusion after training.
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## Objective Four: Achieve tangible changes in attitudes and practices that discriminate against people with disability

*Increased knowledge amongst community members on the rights of people with disability and relevant legislation*

Outcome	Clarified Result	Actions	Performance Measure
Increased awareness and inclusive practices across Council and the community, reducing discrimination.	Staff and community members demonstrate improved knowledge and inclusive behaviours.	4.1 Tailored disability, legislation and discrimination training 4.2 Forum with community enabling sharing of inclusive and equitable practice 4.3 International Day of People with Disability recognition	- % of participants in inclusive practice forums reporting intent to apply inclusive practices. - Year-on-year increase in engagement with International Day of People with Disability activities.

While the four objectives of the Victorian *Disability Act 2006* are focused on in the Accessibility Action Plan, Council commits to seeking further opportunities to reduce discrimination and promote inclusivity throughout the plan's lifetime.

## Implementation, Monitoring and Reporting

### Implementation

To track the progress of the plan's delivery, an annual implementation plan will be developed, with all actions being reported on. This will enable responsiveness to policy and legislative changes, community need and Council priorities.

The outcome framework below demonstrates what will be achieved during the plan's lifetime:

Plan for Port Phillip Strategic Direction	Legislative Objective	Outcome
	All four legislative objectives	Reduced barriers to access and participation, and inclusive attitudes and practices across Council and community.
<b>A Healthy and Connected Community</b>	Reduce barriers in accessing goods, services and facilities	Facilities, programs and services are accessible and inclusive for people with disability
<b>A Vibrant and Thriving Community</b>	Reduce barriers to obtaining and maintaining employment	Council is an inclusive employer that supports people with disability at all recruitment stages
<b>An Engaged and Empowered Community</b>	Promote inclusion and participation in the community	People with disability are actively included in community life and decision-making processes
<b>A Healthy and Connected Community</b>	Achieve tangible changes in attitudes and practices that discriminate against people with disability	Increased awareness and inclusive practices across Council and the community, reducing discrimination

### Monitoring

An internal steering committee with Officers responsible for actions will complete the suite of measures employed to track the plan's progress and guarantee the delivery of actions. Monitoring will be further supported by an internal reporting mechanism established through the internal Diversity, Equity and Inclusion Framework and Steering Committee.

An annual desktop review will ensure that actions are on track, identifying any areas that may need attention.

Finally, a comprehensive review will take place in the final six months of the plan, enabling the successes and lessons to be built into the next iteration.



### Reporting

This action plan will be lodged with the Victorian Human Rights Commission and published on their Disability Action Plan Register. The register allows people with disability to see what commitments organisations have made to reduce discrimination toward people with disability.

The plan's status will be reported yearly in Council's Annual Report, providing transparency to the community on how we are progressing.

DRAFT



# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



### 8.2 FRIENDS OF SUAI ANNUAL REPORT 2024/25

**EXECUTIVE MEMBER:** KYLIE BENNETTS, GENERAL MANAGER, COMMUNITY WELLBEING

**PREPARED BY:** EMMA BLACKFORD, TEAM LEADER GRANTS AND FUNDING  
CHRISTINE DENING, MANAGER COMMUNITY BUILDING AND INCLUSION

#### 1. PURPOSE

- 1.1 To present the Friends of Suai 2024/25 Annual Report (Attachment 1) and inform Council of the achievements of the friendship.

#### 2. EXECUTIVE SUMMARY

- 2.1 In September 2020, Council formally reaffirmed its friendship with Covalima district in East Timor, signing a ten-year Friendship Agreement for 2020-30. This was the third consecutive ten-year agreement, initially signed in 2000.
- 2.2 The Friends of Suai Community Reference Committee guides the friendship on behalf of Port Phillip's community. The committee works in partnership with the Covalima Community Centre in Suai, East Timor to meet the aims and objectives of the Friendship Agreement between the City of Port Phillip and Covalima communities.
- 2.3 In May 2025 Council committed to provide an annual grant of \$15,000 for the next five years.
- 2.4 Council will also continue to support the Friendship by donating second hand computers through our disposal program, maintaining support for the Committee as an advisory committee to Council with Councillor representation, and providing ongoing in-kind assistance for their activities.
- 2.5 The Friends of Suai 2024/25 Annual Report is aligned to the Friends of Suai Strategic Framework 2025, see page 4 of Attachment 1.
- 2.6 Strengthening the Covalima Community Centre and its programs is a key focus of the Strategic Framework. The achievements of the Centre and the implementation of educational, social and environmental programs are included in the Annual Report.
- 2.7 The establishment and growth of the Covalima Community Centre in Suai is one of the primary legacies of the friendship with City of Port Phillip. The Centre has grown in capacity and is a registered NGO. It has formal partnerships with international NGOs and development agencies and is nationally recognised for its work to support gender equality and women's leadership.

#### 3. RECOMMENDATION

That Council:

- 3.1 Notes the 2024/25 Friends of Suai Annual Report (Attachment 1).
- 3.2 Acknowledges the ongoing work of the Friends of Suai Community Reference Committee and thanks the Committee for its efforts.
- 3.3 Acknowledges the work of the Covalima Community Centre in Suai throughout 2024/25 and the role it has played in enhancing the lives of the Covalima community.

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



### 4. KEY POINTS/ISSUES

- 4.1 The City of Port Phillip established a relationship with the coastal town of Suai in Covalima district, East Timor in 2000. The relationship was formed after the mass destruction and killings that occurred after the Timorese people voted for independence in 1999. In response to concern expressed from the Port Phillip community, a friendship was developed with Suai and the district of Covalima.
- 4.2 The friendship has been formally recognised through consecutive ten-year Friendship Agreements, initially signed in 2000. In September 2020, Council reaffirmed its friendship with the Covalima district through a third ten-year Friendship Agreement for 2020-30.
- 4.3 The Friendship Agreement comprises a Statement of Friendship and Memorandum of Understanding (MoU). The Statement of Friendship outlines the nature and intent of the relationship to utilise skills and knowledge in both communities, and in doing so, empower both to manage their shared future. The supporting MoU maintains a formal arrangement for Council's relationship with the local government in Suai.
- 4.4 Friends of Suai work in partnership with the Covalima Community Centre in Suai to meet the aims and objectives of the Friendship Agreement.
- 4.5 The Friendship Agreement is complemented by a Municipal Cooperation Agreement of which the City of Port Phillip is a signatory, along with 14 other local Councils in Victoria. This agreement was signed by the Mayor and CEO in 2016 and provides a framework for building local government in East Timor.
- 4.6 The Friends of Suai Community Reference Committee is a formal advisory group to Council and up until early 2025 was resourced by the Friends of Suai Community Building Officer, with support now spread across several staff as part of their duties. There is a Councillor representative on this Committee. This role is currently held by Councillor Thomann. More than 8 residents regularly attend meetings and organise events in the City of Port Phillip. The Committee also assess project initiatives to ensure the friendship pursues best practice in international development.
- 4.7 The work of Friends of Suai is guided by the 2025 Strategic Framework which focus on strengthening capacity at the Covalima Community Centre and support for its future financial independence.
- 4.8 In May 2025 Council committed to ongoing funding of \$15,000 per annum for the next five years.
- 4.9 Highlights of the Friends of Suai achievements in 2024/25 include:
  - 4.9.1 Fundraising activities and community donations contributed \$45,814 to support programs in Covalima district and toward core operational costs of the Covalima Community Centre. Funds and items were donated for the scholarship program, the With One Seed reforestation project and to the Suai Senior Secondary School library and facilities.
  - 4.9.2 A successful trivia night was held at Middle Park Bowls Club in March 2025, raising over \$11,000. There was great support from the Port Phillip community and Council, with 95 attendees.
  - 4.9.3 The Friends of Suai scholarship program has now provided 183 scholarships for students from disadvantaged families to further their education. All scholarships

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



are fully funded, and many community members have contributed to this program.

### 5. CONSULTATION AND STAKEHOLDERS

- 5.1 The 2024/25 Annual Report has been prepared by the Friends of Suai Community Reference Committee Chairperson, Megs Alston; Treasurer, Michael Henry; and the Covalima Community Centre Director, Alberto de Jesus Barros.

### 6. LEGAL AND RISK IMPLICATIONS

- 6.1 There are no known legal and risk implications.

### 7. FINANCIAL IMPACT

- 7.1 In May 2025 Council committed to ongoing funding of \$15,000 per annum for the next five years. Council officers support the committee in an administrative capacity.
- 7.2 The program funding for the Covalima Community Centre is used for core operational costs including staffing, communication and transport. Funds are also provided to contribute to the annual financial audit, programs and training.
- 7.3 Friends of Suai fundraising activities and community donations contributed \$46,029 to support operations of the Covalima Community Centre and programs in Covalima district. Funds and items were donated for the scholarship program, With One Seed reforestation program and the Suai public secondary school library.

### 8. ENVIRONMENTAL IMPACT

- 8.1 Friends of Suai is committed to sustainable practices and has supported the establishment and expansion of a reforestation initiative called With One Seed. This program works with subsistence farming communities to plant thousands of trees on deforested land. More than 100,000 trees have been grown in the Friends of Suai funded nursery and distributed to local farmers.

### 9. COMMUNITY IMPACT

- 9.1 The Friendship is a community-initiated commitment that supports an enriching relationship for both the Port Phillip and Covalima communities. Residents come together to engage in international relations with one of our closest neighbours, East Timor.
- 9.2 The Friends of Suai program provides the opportunity for understanding good governance, community participation and sharing of best practice in civic administration in East Timor and the Port Phillip communities.
- 9.3 Port Phillip residents have provided time, skills, money and friendship, ensuring the relationship is based on community-to-community links. The friendship engages residents, service clubs, churches and schools in Port Phillip to connect with and support our friends in East Timor.
- 9.4 Fundraising, cultural events and public meetings have ensured participation and engagement in the community, attracting residents, Councillors, staff and the East Timor networks in Victoria. Port Phillip residents are kept informed and engaged with the friendship through program updates, social media, event invitations and opportunities to donate.

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



### 10. GENDER IMPACT ASSESSMENT

10.1 The Covalima Community Centre has an excellent reputation for its work in promoting gender equality, inclusion and advocacy across all programs. The Rural Women's Development Program at the Centre supports income generating activities for more than 100 women and provides leadership and empowerment training for women to stand as candidates in village elections.

### 11. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

11.1 Since 2000, the Friends of Suai Friendship Agreement and program have been guided by and aligned to the strategic goals of each Council Plan.

11.2 The Friends of Suai program aligns with the Strategic Directions in the 2025-35 Council Plan: A healthy and connected community.

11.3 The Friends of Suai Community Reference Committee is a formal advisory group to Council, providing community members the opportunity to participate in civic life to inform Council decision making. The Committee work with the Covalima Community Centre and local government in Suai to provide good governance and for the benefit and wellbeing of its community. There is a Councillor representative on this Committee.

### 12. IMPLEMENTATION STRATEGY

#### 12.1 TIMELINE

12.1.1 The Annual Report will be presented at the Friends of Suai annual community meeting later this year.

#### 12.2 COMMUNICATION

12.2.1 If endorsed by Council, the Annual Report will be distributed to Friends of Suai members, donors, partners and supporters. It will also be made accessible on Council's website (Friends of Suai page).

### 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. [Friends of Suai Annual Report 2024-25](#)

# Friends of Suai/Covalima Annual Report 2024/25



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## About the Friends of Suai/Covalima Community Reference Committee

The Friends of Suai Community Reference Committee delivers on the City of Port Phillip's commitment to its longstanding friendship with the Covalima district in Timor-Leste. The Committee promotes the Friends of Suai program within the Port Phillip community and supports ongoing relationships between the Port Phillip and Covalima communities.

The Committee comprises local community members with diverse backgrounds and interests, together with a Council representative and key City of Port Phillip staff.

In September 2020, the City of Port Phillip reaffirmed its friendship with Covalima district through a third formally recognised ten-year Friendship Agreement (2020–2030). This agreement commits both communities to building productive and sustainable relationships, guided by principles of best practice in international development.

Friends of Suai works in partnership with the Covalima Community Centre (CCC) in Suai to achieve the aims and objectives of the Friendship Agreement. The partnership focuses on programs that promote education, leadership, and community development in Covalima.

In December 2021, Council decided to implement a transition plan to cease Council funding for the friendship program by 2025/26. In response to this change in resourcing, the Friends of Suai 2020–25 Strategic Plan was reviewed and replaced by a Strategic Framework. This framework outlines the goals and strategies that will guide future planning and activities, with the overarching objective of supporting the CCC and strengthening its programs towards long-term sustainability.

# Friends of Suai Strategic Framework 2025

## **Outcome 1: The Covalima Community Centre (CCC) and its programs are strengthened towards sustainability.**

### **Strategies**

- Support CCC priority programs in education, public health, climate adaptation, livelihoods, social enterprise and advocacy
- Assist and provide mentoring support for CCC capacity strengthening priorities in areas of human resources, management and governance
- Actively work to assist the CCC to gain funding, support and resources.

## **Outcome 2: City of Port Phillip (CoPP) and Covalima municipality and their communities are actively engaged in cultural exchange, mutual learning and development activities**

### **Strategies**

- Increase engagement with community organisations, businesses and CoPP residents with the support of Councillors
- Friends of Suai/Covalima hold community events and cultural exchanges (in person or virtual) to celebrate the friendship with the Covalima municipality.

## **Outcome 3: Friends of Suai/Covalima is accountable, effective and efficient**

### **Strategies**

- Facilitate communications with CoPP Council, staff, residents and key stakeholders
- Develop new donors and fundraising initiatives
- Implement the Community Reference Committee Terms of Reference.

## Message from the Chair

It is a pleasure to present the Annual Report of the City of Port Phillip Friends of Suai/Covalima (FoS) for 2024/25.

We were pleased to welcome Cr Serge Thomann back to the Committee as the Council representative. Cr Thomann is extremely committed to the Friendship and has already added great value to our work.

On the other hand we were very sorry to lose our Coordinator for the past seven years Carlene Harlock, who finished her employment at the City of Port Phillip in December, due to the position being phased out. Carlene made an outstanding contribution in the role, providing invaluable mentoring and support to the team in Suai, as well as planning and implementing all the work achieved under our strategy with great skill. She is enormously missed.

As outlined in the introduction to this Annual Report, we have now adopted a Strategic Framework to guide our work, rather than the previous more comprehensive Strategic Plan, taking account of reduced resources at our disposal. A similar direction is being followed, albeit with fewer strategies able to be achieved.

We acknowledge the life and work of our friend and mentor Patsy Thatcher who died on 19 November 2024. Patsy was a founding member on the Friends of Suai Committee in 2000 and remained active for over a decade. You can read a tribute to Patsy later in the report.

2025 is a significant year as it is 25 years since Timor-Leste became an independent nation, it is the 25th anniversary of the formation of the Friendship between the City of Port Phillip and Suai, and 50 years since the Indonesian takeover of the country. In May we jointly celebrated with the two other Friendship groups formed at the same time as ours, at an event held at the Coburg Town Hall. Looking forward, we have many activities planned from 1 July 2025, with several events to take place including a Friendship conference in Dili.

At the Covalima Community Centre their projects are developing and the organisation is increasing a focus on human rights and inclusiveness with disability and LGBTIQA+ rights being recognised.

Thanks to the City of Port Phillip for agreeing to continue to provide a core funding grant to the CCC and a heartfelt thank you to all our generous supporters and donors who make the work possible.

Megs Alston  
Chair Friends of Suai/Covalima

## **The Covalima Community Centre (CCC)**

Friends of Suai (FoS) work in partnership with the Covalima Community Centre (CCC) in Suai to meet the aims and objectives of the Friendship Agreement and to ensure the friendship pursues best practice in international development. The CCC has benefited greatly from the friendship and has a high capacity for development.

The CCC is a vibrant, well-managed and inclusive community centre, and an important hub in Covalima providing training, support and connection for people throughout the district. There is a strong focus on inclusion and gender equality in all programs.

The CCC Commission (the management committee), staff and volunteers also provide leadership in community development activities throughout Covalima district of Timor-Leste.

The CCC is a registered NGO and training organisation and has partnerships with local and international NGOs to implement a range of programs. The CCC manages initiatives funded through community donations and fundraising by FoS, and also has internal income generating activities including community training programs and hiring of facilities.

## **CCC activities and operations**

The 35 staff at the CCC implement a range of community development programs and initiatives that have a significant impact on improving the lives, wellbeing and opportunities for people throughout this very poor district of Timor-Leste. Their work is guided by their vision to 'build a community in which everyone has the opportunity to develop their capacities so that they can contribute to the social and economic development of the Municipality of Covalima, Timor-Leste'.

The City of Port Phillip funding for the FoS program has been the main contributor to the core running costs of the CCC, including key staff salaries, administration and operational costs. Since 2021, this funding has incrementally decreased and was due to cease in 2024/25, however Council affirmed in May in its 2025/26 Budget to continue to provide an annual grant of \$15,000 for the next five years, for the duration of the current Friendship Agreement. FoS are working to raise additional funds and assist the CCC to find alternative income sources.

### **Financial management and audit**

The CCC finance team has clear and transparent systems and policies for record-keeping and monitoring program income and expenditure. Each year the Centre is audited externally by CC Business Solutions in Dili.

This year the annual audit was funded by FoS and the City of Port Phillip. The 2023/24 audit took place in July 2024. The CCC received a clean audit report and recommendations have been implemented.

## Community training

Many young people in Covalima enrol in English and computer training courses at the CCC. Students report that the training allows them to improve their school grades (at primary and secondary school level), increase their chances to access further study opportunities and gain skills for employment. This year there were 120 registrations for English language training and 35 registrations for computer training.

## Suai Secondary School

Friends of Suai and the CCC has had a long history of supporting the Suai Secondary School, which is the only public senior secondary school in Suai and has more than 2,000 students. The water, sanitation and hygiene (WASH) project was a major undertaking by FoS and the CCC in recent years and has provided running water and toilets for the large school community. Having these facilities has improved student attendance and outcomes. The facilities are well maintained and regularly monitored by CCC staff. Having a consistent water supply has also meant that gardens have been planted around the school grounds.

## School library

Friends of Suai has provided funds, resources and skilled volunteers to establish and maintain a library at the school. This includes funding the salaries of two librarians who interact with students and manage the library collection which includes more than 4,200 fiction, non-fiction and reference books in four languages. The librarians report that students enjoy using the library space and teachers regularly borrow the science equipment, also donated by FoS, for class activities.

From 30 June 2025, FoS will no longer have the capacity to fund the librarian salaries. The school Principal was advised and there is a plan for the school to take responsibility for the management of the library. The current librarians will be retrained to gain skills for future employment opportunities at the CCC.

## Scholarships and employment

Providing educational opportunities for disadvantaged students is a strong focus of the Friendship and scholarships are funded through FoS fundraising activities and community donations.

*Photo: Two students are studying Hospitality at the local Canossian Vocational Training Centre in Suai; a course with great employment outcomes.*



Since 2012, FoS has funded 183 scholarships to provide opportunities for young people in Covalima who would not otherwise be able to undertake post-secondary training.

FoS provides scholarships for students to further their education at senior secondary schools, vocational training colleges and universities in Timor Leste, with courses from 12 months through to four years in duration.

In 2024/25, FoS has supported nine new students undertaking courses in hospitality, primary school teaching, motor mechanical training and electrical studies.

## Graduations

One young man graduated from SENAI training centre in Becora, Dili in September 2024 after completing training to become a motorbike mechanic.

Another student received a scholarship to study general construction at the Don Bosco Training Centre in Dili, specialising in electrical. He completed an extended practical placement in Suai at the end of his training and graduated in April 2025.

In March 2025, a graduation ceremony was held for students at ICFP Teachers College in Baucau, who have successfully completed their third or fourth year of primary school teaching. Two students completed their fourth year and are now embarking on their careers teaching the next generation. Two students have completed their third year and are now underway with their final year of study and will graduate in March 2026.



*Photo: Fourth year graduates, Meliana and Emanuel at the graduation ceremony in March.*

## Employment for teachers

For many years FoS has funded scholarships for students to attend ICFP Teachers College in Baucau, to become qualified primary school teachers. There have been fantastic outcomes for the graduates, with most now employed and working in schools throughout Timor-Leste.

In 2024, as part of the Timor-Leste National Government teacher career regime, many of the graduates are now being appointed as permanent teachers at public schools throughout the country.



*Photo: Elizia, a fourth year student at Baucau Teachers College, on placement at Ladi primary school in Covalima.*

## IT Social Enterprise

The InfoTimor Social Enterprise (ITSE) at the CCC provides training opportunities for students and local organisations to learn to use Word, Excel & PowerPoint and to access the internet.

The ITSE also generates income by selling laptops, desktop computers and accessories (provided by the City of Port Phillip and community donations) to community members and organisations. Staff have been trained to maintain and repair these computers.

There is great demand for second hand computer equipment and sourcing computers to send to Suai is a priority for FoS. This year, the ITSE focused on marketing to boost income-generating activities and increased community engagement to better meet local needs.

## Reforestation – Rai Matak

With One Seed (now 'Rai Matak' – Green Land) is a certified carbon forestry program in Timor-Leste, partnering with subsistence farmers to plant and maintain trees, providing them with annual income and supporting environmental restoration.

The program has distributed over 100,000 trees to more than 248 small landholders in Covalima since 2019. This year, there has been expansion into two new sub-districts in Covalima and extensive community engagement.

Digital technology (TreeO2) is used to track tree planting and survival, ensuring accurate payments to farmers, while ongoing training, community engagement and the inclusion of fruit trees help increase both environmental and economic benefits for local communities.

Annual payments are made to farmers for planting and maintaining trees, providing vital income and financial stability for rural communities. In December 2024, USD 23,749 was distributed to farmers in Tilomar sub-district, calculated based on the number of surviving trees tracked using TreeO2 digital technology.



*Photo: The Rai Matak team at the CCC work with farmers to grow and plant thousands of trees.*

## Empowering women

A key focus area for the CCC is to contribute to the empowerment of women; this includes support for economic activities and the encouragement of women's leadership and participation in political and civil life.

The CCC is now nationally renowned for their work to support women's leadership, gender equality and raise awareness about gender-based violence. Their work is having a profound impact on the everyday lives of women and children, including people with disabilities, as they build the confidence and capacity to advocate for their rights.

The International Women's Development Agency (IWDA) has worked in partnership with the CCC since 2009 to implement the Rural Women's Development Program. IWDA is an important partner of the CCC, regularly contributing to operational costs and providing professional development opportunities for staff.



*Photo: The CCC Rural Women's Development team organised a successful event in Labarai village on 25 November 2024 to commemorate 16 days of Activism against Gender-Based Violence. The event included speakers and theatre group performances to share information about gender-based violence, human trafficking and inclusion.*

## CCC staff development activity

Organisational strengthening is a key focus area for both FoS and the CCC Strategic Plans, and is also a priority for other CCC partners. Program partners provide many development training opportunities as they recognise that training strengthens the CCC capacity and sustainability.

FoS offers mentoring and support to the CCC Director, and it was identified that staff would benefit from training to develop intermediate level skills using Excel spreadsheets.

FoS provided funds for eight staff at the CCC to undertake a five-day training program in February 2025. Program leaders reported that they are now confident to use Excel to create financial reports. CCC trainers also reported that they are now confident to provide intermediate level Excel training which is relevant to the workplace, including for municipal government.

## Port Phillip community events

### Suai Massacre commemoration

This year marked the 25th anniversary of the Suai Church Massacre, which occurred on 6 September 1999. FoS held a commemoration event to honour those who lost their lives and to express solidarity with our friends in Timor-Leste.

Guest speakers at the event included Dr Lia Kent, Research Fellow at the Australian National University and author of *The Unruly Dead: Spirits, Memory and State Formation in Timor-Leste*, and Balthasar Kehi, academic and respected Timorese community leader.

More than 40 people gathered in remembrance at the St Kilda South Port Uniting Church. The event provided an opportunity to reflect on the courage and resilience of the Timorese people, the sacrifices made in their struggle for independence, and their continued efforts to rebuild and strengthen their nation.

### Celebrating 25 years of Friendships

2025 is the 25<sup>th</sup> anniversary of the Friendships which were formed to support Timorese communities after the devastation when the Indonesians left in 1999. The movement grew to about 40 friendships, each with a distinct focus of activity and way of working.

The first friendships formed were Friends of Suai, Friends of Aileu and Friends of Baucau, each with Friendship Agreements signed by Xanana Gusmão when he was in Melbourne on 4 May 2000. A special event was held to celebrate this occasion at Coburg Town Hall on 6 May 2025. The celebration was attended by Mayor Cr Louise Crawford and members of the FoS CRC. FoS Chair, Megs Alston, participated in a panel discussion.

A Friendship Conference for the 25<sup>th</sup> Anniversary will be held in Dili in July 2025. It is being organised jointly by the Ministry of State Administration in Dili and the Australia Timor-Leste Friendship Network in Australia. FoS will have a small participation of self-funded members together with a delegation from the CCC from Suai.

## Fundraising activities

### Film night fundraiser

A film night fundraiser was held at the Classic Cinema on 1 August 2024. 37 people attend the screening of 'The President's Wife', raising over \$500 for FoS programs in Covalima.

## Successful trivia night

On 20 March 2025, FoS held its major annual fundraising event, a trivia night at the Middle Park Bowls Club, which successfully raised more than \$11,000 to support community development initiatives in Covalima, Timor-Leste.

The event featured ten competing teams, with more than 95 attendees. The success of the evening was made possible through the generous contributions of local businesses and individuals who provided items for the silent auction and raffle. Strong support was also provided by the City of Port Phillip councillors, staff volunteers, and Mayor Cr Louise Crawford, who performed the role of Quiz Master.



*Photo: Ten tables competing at the annual trivia night in March 2025.*

## Donations and fundraising

Friends of Suai is a registered fundraiser with Consumer Affairs Victoria and provides annual reports on fundraising activities.

In addition to fundraising events, FoS received \$44,761 in donations from individuals, community organisations and companies in Port Phillip and the wider community. FoS is grateful for all donations and would like to acknowledge long-term donors and those who make regular contributions.

In-kind donations from the community included items from local businesses and individuals for the silent auction and raffle at the annual trivia night. FoS also received donations of sewing machines, stationery, books, laptops and computer accessories from community members and Council. These items have been shipped to Suai.

## In-kind support from Council

### Staff volunteering

Council staff were offered the opportunity to support the friendship by assisting at the annual trivia night in March 2025. Four staff volunteered their time and did a fantastic job to help the event run smoothly and ensure people enjoyed the evening.

Council officers also provided support with the collection, storage and transport of items donated by Council and community members to send to Suai.

### Computer accessories shipped to Suai

The City of Port Phillip also provides in-kind support for the friendship by donating computers that would otherwise be disposed of when upgrading equipment. The equipment is shipped to the IT Social Enterprise at the CCC in Suai where it is used to deliver community training programs or sold to the community at affordable rates. This year Council provided computer accessories to be shipped, with plans for further donations later in 2025.

## Remembering Patsy Thatcher

Our friend and mentor Patsy Thatcher passed away on 19 November 2024. Patsy was a founding member on the Friends of Suai Committee in 2000 and remained active for over a decade. She was generous with her deep knowledge of Timor-Leste and anthropology, and opened her home to many Timorese visitors.

Patsy was deeply committed during the Timorese journey to self-determination and her contribution was recognised by the National Government of Timor-Leste. You can read the full tribute here:

[Statement on the passing of Patsy Thatcher « Government of Timor-Leste](#)

Vale Patsy.

# Financial report

## Friends of Suai/Covalima Income and Expenditure 1 July 2024 to 30 June 2025

<b>INCOME</b>	
City of Port Phillip program funding	\$ 15,536
Donations and grants	\$ 32,700
Trivia night fundraiser	\$ 11,123
Film night fundraiser	\$ 938
Bank interest	\$ 1,053
<b>Total Income</b>	<b>\$ 61,350</b>
<b>EXPENSES</b>	
Covalima Community Centre (CCC) core funding	\$ 22,640
CCC project support	\$ 10,217
CCC annual external audit	\$ 3,297
CCC local government training	\$ 4,203
Scholarships	\$ 25,451
Library project	\$ 4,100
Shipment of computer equipment	\$ 1,150
Fundraising costs	\$ 432
Administration and meeting costs	\$ 1,032
<b>Total Expenses</b>	<b>\$ 72,522</b>

## Friends of Suai/Covalima Donations account - July 2024 to 30 June 2025

<b>Opening balance 1/7/2024</b>	<b>\$ 31,692</b>
Plus income	\$ 45,814
Less expenditure	\$ 56,986
<b>Closing balance 30/6/2025</b>	<b>\$ 20,520</b>

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



### **9. AN ENVIRONMENTALLY SUSTAINABLE AND RESILIENT CITY**

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# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



### 9.1 COMMUNITY ELECTRIC VEHICLE CHARGING PROGRAM

**EXECUTIVE MEMBER:** BRIAN TEE, GENERAL MANAGER, CITY DEVELOPMENT

**PREPARED BY:** RENAE WALTON, PRINCIPAL CLIMATE ADAPTATION OFFICER  
ED COTTER, HEAD OF SUSTAINABILITY & CLIMATE CHANGE

#### 1. PURPOSE

1.1 To seek Council endorsement for:

- the installation of additional electric vehicle public fast charging within the City of Port Phillip; and
- the signing of licence agreements for additional utility pole-mounted chargers with infrastructure providers and utility companies.

#### 2. EXECUTIVE SUMMARY

2.1 Demand for electric vehicles (EVs) within the City of Port Phillip is increasing. Council is committed to supporting EV adoption through investigation, facilitation, and delivery of both public and private EV charging infrastructure, in line with Initiative 30 of the *Act and Adapt Sustainable Environment Strategy 2023–28*.

2.2 Council's support for EV infrastructure continues to be an important enabler of climate action and sustainable transport.

2.3 Council's EV charging program has two key elements being the support and facilitation of public charging infrastructure and private chargers. The first tranche of public charging infrastructure has been commissioned, and Officers are now seeking Council endorsement for the next phase of public charging infrastructure delivery.

##### **Public fast EV charging infrastructure**

2.4 In June 2025, the Chief Executive Officer (CEO), under delegation from Council, signed a licence with Fast Cities Australia Ltd Limited (trading as Evie Networks) for the installation of public fast charging EV infrastructure at 228-234 Park Street, South Melbourne. Installation is anticipated in mid-2026.

2.5 Council has continued to negotiate with Evie Networks and other **public fast charging** providers, to identify additional locations around the city suitable for fast charging infrastructure.

2.6 Council and Evie Networks have identified four locations suitable for fast chargers (refer Attachment 1 for maps and images of each site):

- 4 Marlborough Street, Balaclava (Marlborough Street, car park)
- Centre Avenue, Garden City (adjacent to the Garden City Shops)
- Spring Street North, Port Melbourne (outside the Port Melbourne Town Hall)
- Dundas Place, Albert Park (outside the Albert Park Library)

2.7 These sites have been proposed as they are close to a shopping precinct, have electrical infrastructure that is currently suitable (or can be upgraded) and are not adjacent to permit only parking.

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



### Public utility pole mounted EV chargers

- 2.8 Council has worked with EVX Australia to install three pole mounted chargers after licence agreements were signed by the Chief Executive Officer under delegation.
- 2.9 These pole mounted chargers are located at:
  - Liardet Street, Port Melbourne
  - Herbert Street, Elwood
  - Chaucer Street, St Kilda.
- 2.10 To support the installation of additional on-street public utility pole mounted EV chargers, Council is continuing to work with EVX and is in negotiations with another charging provider, Intellihub Australia Pty Ltd (Intellihub), and the distribution network service providers.
- 2.11 Further Council endorsement is required to authorise the Chief Executive Officer or his delegate to enter agreements with Intellihub and the distribution network service providers to enable the delivery of additional public utility pole mounted EV chargers. This would be in accordance with the criteria previously endorsed at the 1 May 2024 Council meeting.

### 3. RECOMMENDATION

That Council:

- 3.1 Authorises the Chief Executive Officer, or their delegate to negotiate and execute licence agreements with Fast Cities Australia Pty Limited (trading as Evie Networks) for the design, supply, install, operation, management and maintenance of **public fast EV charging infrastructure** at;
  - Marlborough Street, Balaclava;
  - Centre Avenue, Garden City;
  - Dundas Place, Albert Park; and
  - Spring Street North, Port Melbourne.
- 3.2 Authorises the Chief Executive Officer, or their delegate to negotiate licences for the installation of **pole mounted chargers** with Intellihub Australia Pty Ltd as sites are identified.

### 4. KEY POINTS/ISSUES

- 4.1 Council is supporting the uptake of electric vehicles (EVs) by facilitating the installation of public EV charging infrastructure and piloting the installation of private vehicle charging infrastructure.
- 4.2 Council has made significant headway since adopting the Act and Adapt Plan in 2023. It has developed a clear set of criteria to assess appropriate locations and develop processes to work with EV charger providers, electricity distributors and the wider community. Table 1 below outlines the key Council decisions.

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



Date	Milestone
<b>18 June 2025</b>	Council authorises the CEO or their delegate to execute a licence agreement with Fast Cities Australia (trading as Evie Networks) for the design, supply install, operate, manage and maintain a public electric vehicle fast charging station at 228-234 Park Street, South Melbourne completing the EOI process started in 2021. <a href="#">Minutes</a>
<b>5 June 2024</b>	Council considers program continuation and endorses public charging progress, and private charging options under revised conditions. <a href="#">Minutes</a>
<b>1 May 2024</b>	Council endorses public charger exploration. <a href="#">Minutes</a>
<b>1 November 2023</b>	Council endorses <a href="#">Act and Adapt 2023–28</a> . A key action is Initiative 30 - <i>Accelerate support for the uptake of electric vehicles in the community by investigation, trialling and facilitating the installation of public charging stations, private charging infrastructure and removing barriers to charging infrastructure in new developments and existing buildings.</i>

Table 1 - Timeline and decision history

4.3 Council's EV charging program has two key elements:

- Public charging infrastructure, which includes:
- Public Fast Charging Infrastructure – an electric vehicle charging station that includes standalone infrastructure installed on public land by the provider.
- Public Utility Pole Mounted EV Chargers - an electric vehicle charging station mounted on an existing electricity power pole where there is readily available access to power from the pole.
- Private chargers – infrastructure owned exclusively by a resident for their personal use and installed on public land through a permitting process.

### Public Fast EV Charging Infrastructure

#### **Background**

4.4 Public fast chargers are stand-alone charging units installed on public land, at shopping centres and service stations. They enable the community to quickly charge or 'top-up' their vehicle and encourage users to stay in a location for 30 minutes or more.

4.5 In June 2021, Councillors were briefed on the Community EV Charging Program including the release of an Expression of Interest (EOI) for applications from 'turnkey' (ready to go) companies to design, supply, install, operate, manage and maintain electric vehicle fast charging stations.

4.6 Through this EOI process Officers worked with Evie Networks to execute a licence for 228-234 Park Street, South Melbourne.

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



- 4.7 Along with Evie Networks, Council has been negotiating with three EV charging infrastructure providers to identify additional locations for public fast chargers. Negotiations with each provider have been progressing at different rates.
- 4.8 The current process to assess sites is:
  - Provider identifies a location and discusses suitability with Council.
  - Council provides an initial response based on an internal referral process that looks at accessibility requirements, heritage and urban design considerations and requirements regarding renewable power supply.
  - At the same time the provider undertakes a site analysis for power suitability with the electricity network distributor
  - If the site is deemed suitable by Council and the electricity network distributor, the electric vehicle charging provider progresses licenses with each individual party.
  - Once a provider has identified a site, it is recorded in our database. If additional providers identify the same location, they are informed that it is under review, and they will be told if it becomes available for investigation. There is full transparency of this approach with each provider.

### Current Negotiations

- 4.9 Evie Networks have identified four additional sites that are under investigation with draft licenses in negotiation:
- 4.10 4 Marlborough Street, Balaclava - Evie Networks is proposing to install two 150kW public fast chargers that can service four vehicles. This will utilise five parking bays. The chargers are at grade and a minimum of one bay would be DDA compliant. Evie Networks have indicated the charger will be installed 4-6 months from the acceptance of power agreement by the electricity distributor. Installation is estimated for mid-2026. Officers are in the final stages of negotiating the license agreement with Evie Networks.
- 4.11 Centre Avenue, Garden City - Evie Networks is proposing to install two 150kW public fast chargers that can service four vehicles. This will utilise four parking bays and will involve the placement of some infrastructure in the centre medium. To minimise visual impact of the infrastructure, landscape design elements will be incorporated into the design. Evie Networks have indicated the charger will be installed 6-8 months from the acceptance of power agreement by the electricity distributor. Installation is estimated in late 2026. Officers are in the final stages of negotiating the license agreement.

The local businesses in Centre Avenue are being consulted as part of this process.
- 4.12 Dundas Place, Albert Park (outside Albert Park Library) - Evie Networks is proposing to install two 150kW public fast chargers that can service four vehicles. The initial licence will permit the use of two parking bays. However, the draft licence includes a provision to permit the use of two additional bays if usage rates/demand indicate this would more adequately service the needs of the community. Evie Networks have indicated the charger will be installed 6-8 months from the acceptance of power agreement by the electricity distributor. Installation is estimated for mid-2027. Officers are in advanced negotiations for this license agreement.
- 4.13 Spring Street North, Port Melbourne (outside Port Melbourne Town Hall) - Evie Networks is proposing to install two 150kW public fast chargers that can service four vehicles. The initial licence will permit the use of two parking bays. However, the draft

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



licence includes a provision to permit the use of two additional bays if usage rates/demand indicate this would more adequately service the needs of the community. In the draft licence particular consideration is given to minimising the visual impact of the infrastructure as this location is within a heritage overlay and outside a significant public building. Evie Networks have indicated that the charger will be installed 8-10 months from the acceptance of power agreement by the electricity distributor. Installation is estimated for early 2027. Officers are in advanced negotiations for this license agreement.

4.14 To progress these public fast EV charging locations, officers recommend (Recommendation 3.1) Council:

- confirms Evie Networks as the supplier to design, supply, install, operate, manage and maintain fast EV charging infrastructure at the locations detailed above; and
- delegates the signing of the license agreements to the CEO.

### **Public Utility Pole Mounted EV Charging Infrastructure**

#### **Background**

4.15 Pole-mounted EV chargers are electric vehicle charging units that are installed on existing utility poles (e.g., power poles or streetlight poles) rather than being placed on the ground in standalone units.

4.16 On 5 June 2024, Council noted the 1 May 2024 Council decision to support the continued exploration and installation of on-street public utility pole-mounted and kerbside EV charger technology.

4.17 This included the adoption of the following criteria to determine the locations for on-street EV chargers:

- Prioritise street locations outside Permit Zones unless the Permit Zone street has no access to off-street parking and there is high demand for EV chargers.
- Consider safety implications in determining the location of on-street EV chargers.
- Prioritise the spread of locations across the City of Port Phillip to provide access to EV charging across the municipality.
- Consider the outcome of community engagement with residents in the streets where on-street EV chargers are proposed to be installed.

4.18 At this meeting, Council authorised the CEO or their delegate to enter agreements with public EV charger providers that meet the criteria noted above.

4.19 At this meeting Council also delegated authority to the CEO to enter agreements specifically with EVX Pty. Ltd to deliver public EV charging infrastructure based on above endorsed criteria.

4.20 In November 2025, the CEO under delegation, signed licenses with EVX Pty. Ltd that enabled three pole mounted EV chargers to be installed.

#### **Current Negotiations**

4.21 To support the installation of more on-street Public Utility Pole Mounted EV chargers, officers are continuing to work with EVX. Officers are also in negotiations with another charging provider, Intellihub.

# MEETING OF THE PORT PHILLIP CITY COUNCIL

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Potential locations across the municipality have been identified (Figure 1).

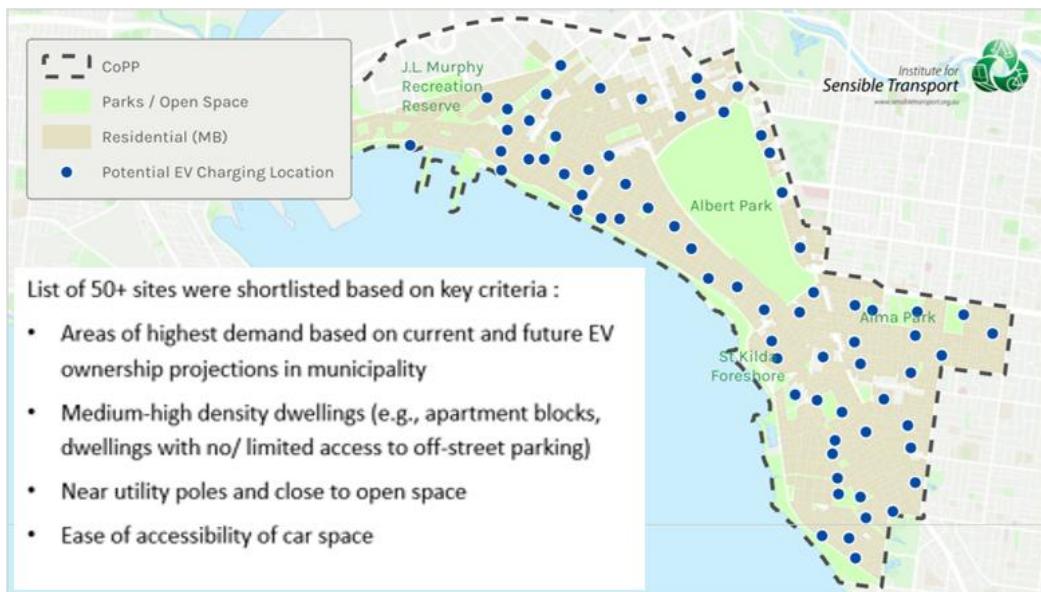


Figure 1 Shortlist of possible locations for public utility pole mounted EV charging infrastructure.

4.22 To progress this project, officers recommend Council delegates the signing of licenses with Intellihub to the CEO (recommendation 3.2) to continue the rollout of additional charging infrastructure.

## 5. CONSULTATION AND STAKEHOLDERS

5.1 Each EV Program project has involved project specific engagement with stakeholders.

### Public Fast EV Charging Infrastructure Project

5.2 Council officers have undertaken internal and external engagement to support the development of public fast EV charging infrastructure. This has included identifying site opportunities, vegetation, heritage and urban design considerations, risks and future plans across Council departments.

5.3 Officers have engaged in ongoing advocacy with Melbourne Water and the Victorian Government to address issues related to flood risk, safety, and relevant regulations. Discussions have also taken place with Evie Networks to explore potential partnership opportunities and gain insights from their experience.

5.4 Businesses on Centre Avenue, Garden City whose customers utilise parking in this location were consulted in January 2026. Their feedback will help inform the finalised license.

### Public Utility Pole Mounted

5.5 Council officers have an ongoing collaboration with charging technology providers, EVX and Intellihub, to explore implementation opportunities.

5.6 Officers also advocated to regulatory bodies and the Victorian Government to resolve regulatory challenges.

# MEETING OF THE PORT PHILLIP CITY COUNCIL

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- 5.7 Community consultation was conducted in November and December 2023 through Council's 'Have Your Say' platform, inviting feedback on potential locations for utility pole-mounted EV chargers.
- 5.8 Council received input from 89 contributors—primarily from Port Melbourne, St Kilda and South Melbourne—who suggested a total of 173 locations. Over half (51%) of respondents recommended more than one site. This information has informed current site investigations.
- 5.9 In locations where a pole mounted charger is proposed, notification letters are delivered to residents and businesses within 100m of the location three months prior to the installation, informing them that the site is being considered and providing contact details for feedback and questions. Six weeks prior to installation, a further letter is provided to residents / businesses indicating an installation date and providing contact details for questions.

## 6. LEGAL AND RISK IMPLICATIONS

- 6.1 The public EV charging projects have experienced delays due to complex negotiations between suppliers and distribution network service providers (CitiPower/ Powercor/ United Energy) to approve installation of EV chargers on utility poles.
- 6.2 Installation of public EV chargers could hamper redevelopment proposed for public carparks. This risk can be mitigated by entering leases/licences with providers with an appropriate termination clause.

## 7. FINANCIAL IMPACT

- 7.1 Costs to install, operate and maintain public charging infrastructure will be incurred by the EV charging infrastructure provider.
- 7.2 Council's EV program has budget allocated to accommodate costs associated with community engagement activities (\$5k) and changes to parking (\$2.5K per charger for signage installation, line marking etc).
- 7.3 This program budget also covers costs for legal advice, electricity distribution network fees and minor infrastructure upgrades.

## 8. ENVIRONMENTAL IMPACT

- 8.1 The following benefits have been identified:
  - Lower community greenhouse gas emissions and improved air quality through transition to EVs. (Emissions reductions depend on the electricity source; however, as the grid continues to decarbonise, the environmental benefit will increase over time.)
  - Less localised air pollution (e.g. nitrogen oxides, particulate matter) improves urban air quality, benefiting public health.
  - EVs are quieter than petrol and diesel vehicles, contributing to lower noise pollution in residential and mixed-use areas.

## 9. COMMUNITY IMPACT

- 9.1 The following benefits have been identified:
  - Increased access to EV charging for residents without off-street parking (e.g. apartment dwellers), supporting more equitable access to EV adoption.

# MEETING OF THE PORT PHILLIP CITY COUNCIL

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- Reduced “range anxiety” and encouragement of the broader use of EVs within and beyond local neighbourhoods.
- Attraction of visitors and supports local businesses, especially where chargers are placed near activity centres or commercial precincts.

### 10. GENDER IMPACT ASSESSMENT

- 10.1 Women and gender-diverse people are more likely to consider personal safety when using public spaces, particularly at night. Public EV chargers that are in locations that are poorly lit, isolated, or in car parks with limited visibility may deter use. Designing charging locations with passive surveillance, good lighting, clear sightlines, and proximity to activity centres helps create a safer and more inclusive environment.
- 10.2 Women, on average, are more likely to be trip-chaining (e.g. combining work, school drop-off, errands). Charger locations near key destinations—schools, shops, childcare, health services can better support their travel patterns.
- 10.3 Public charging infrastructure can enable EV access for households that cannot install private chargers. Women, especially single mothers or women in lower-income households, may face additional barriers to EV adoption (e.g. affordability, access to off-street parking).

### 11. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 11.1 The installation of public EV charging infrastructure is directly aligned with Strategic Direction 2 - An Environmentally Sustainable and Resilient City in the Council Plan 2025-35.
- 11.2 In November 2023, Council endorsed the *Act and Adapt Sustainable Environment Strategy 2023-2028* and committed to support uptake of EVs and explore installation of public charging stations in CoPP (Initiative 30).

### 12. IMPLEMENTATION STRATEGY

#### TIMELINE

- 12.1 Licence agreements with Evie Networks for installation of the public fast EV charging infrastructure at the locations listed will occur before 30 May 2026.
- 12.2 Installation of EV charging at each location is dependent on third party electric requirements and exact times cannot be determined at this stage. However, installation will be throughout 2026 and into 2027.
- 12.3 Licence agreements with Intellihub for installation of pole chargers will be signed as locations are determined.

#### COMMUNICATION

- 12.4 The community will be informed of the commitment Council is making to EV charging infrastructure through Council’s website, social media, Divercity and topic focused newsletters.
- 12.5 Temporary ‘Coming soon’ signage will be placed at each EV charging location prior to installation of the chargers with QR codes linking to Council’s website where more details will be provided.
- 12.6 Three months prior to the proposed installation of both the fast chargers and pole mounted chargers, notification letters will be delivered to residents within 100m of the

# MEETING OF THE PORT PHILLIP CITY COUNCIL

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location informing them that the site is being considered and providing contact details for feedback and questions. Six weeks prior to installation a further letter will be delivered to the residents indicating an installation date and providing contact details for questions.

### 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. Details of proposed locations for public EV charging stations



## Attachment 1 – Proposed locations for Electric Vehicle Charging Infrastructure locations

Marlborough Street, Balaclava.



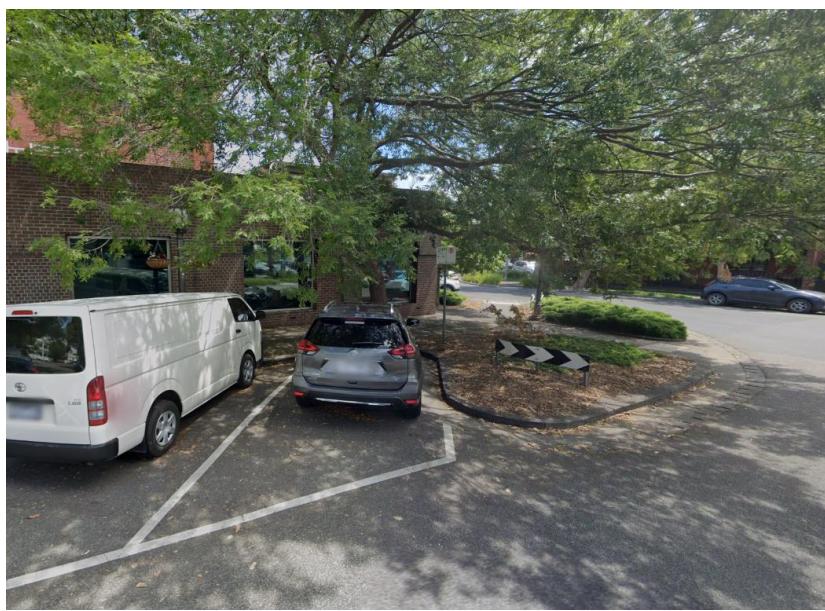
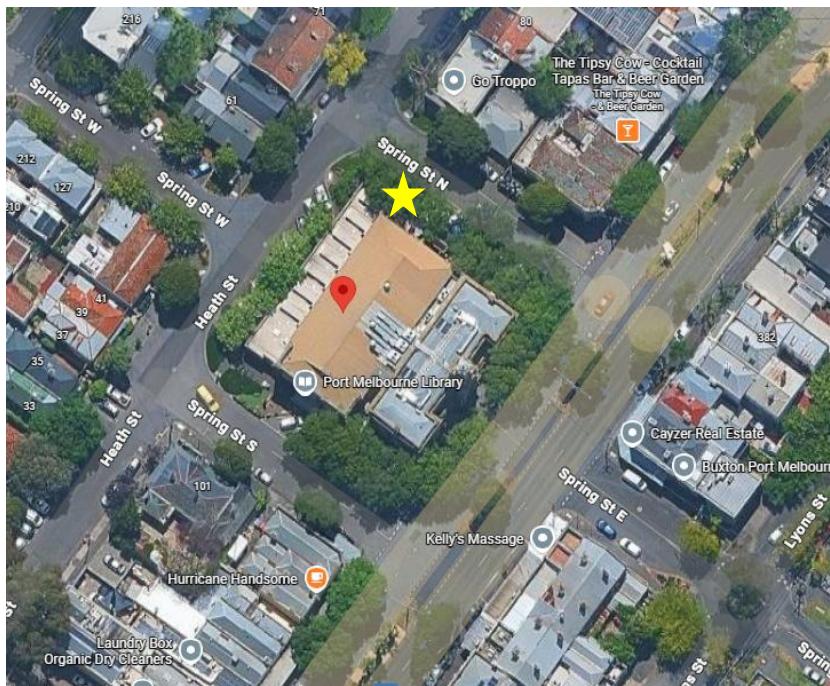
Centre Avenue, Garden City



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Attachment 1: Details of proposed locations for public EV charging stations

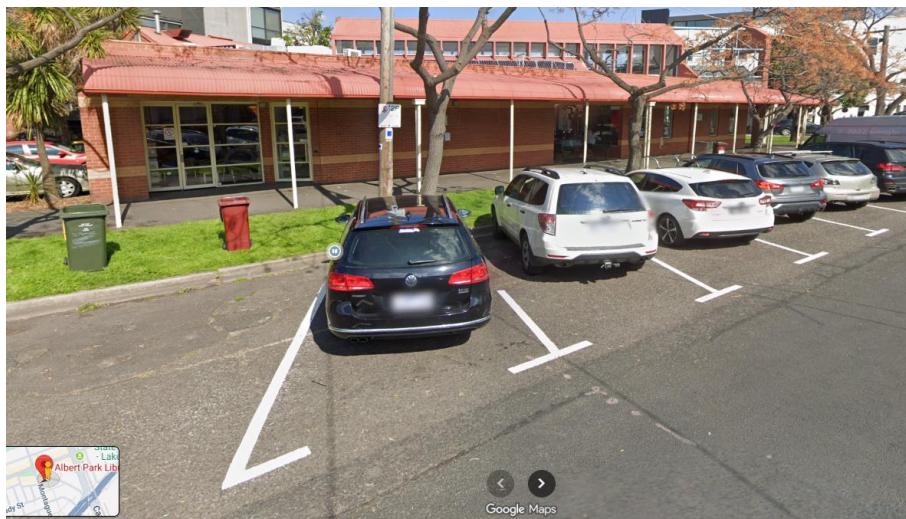
Spring Street North, Port Melbourne



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Attachment 1: Details of proposed locations for public EV charging stations

Dundas Place, Albert Park



# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



### 10. A SAFE AND LIVEABLE CITY

Nil

### 11. A VIBRANT AND THRIVING COMMUNITY

Nil

### 12. AN ENGAGED AND EMPOWERED COMMUNITY

12.1	<i>Quarterly reporting of Records of Informal Meetings of Council - 1 October - 31 December 2025.....</i>	72
12.2	<i>Audit and Risk Committee - Biannual Report to 31 December 2025....</i>	90

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



### 12.1 QUARTERLY REPORTING OF RECORDS OF INFORMAL MEETINGS OF COUNCIL - 1 OCTOBER - 31 DECEMBER 2025

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

**PREPARED BY:** JOSHUA VEARING, COUNCIL BUSINESS ADVISOR

#### 1. PURPOSE

- 1.1 This report presents the quarterly Records of Informal Meetings of Councillors held between 1 October and 31 December 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 July to 30 September 2025:
  - 3.1.1 Records of Informal meetings of Council October 2025 (**Attachment 1**)
  - 3.1.2 Records of Informal meetings of Council November 2025 (**Attachment 2**)
  - 3.1.3 Records of Informal meetings of Council December 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 have declared a material or general interest in the matter.

#### ATTACHMENTS

1. Records of Informal Meetings of Council October 2025
2. Records of Informal Meetings of Council November 2025
3. Records of Informal Meetings of Council December 2025

 <h3>Informal Meetings of Council October 2025</h3>						
Date and Time	Meeting Title	Meeting format	Councillors in attendance	Officers in attendance	Matters Considered	Conflicts of Interest
8/10/2025 12:00 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: In person Cr Thomann: In person	Chris Carroll Brian Tee Robyn Borley Lachlan Johnson Dana Pritchard James Gullan	Albert Park Precinct Advocacy Police and Community Youth Clubs (PCYC) Ferris Wheel End of year Dinner Legal Liability Round the Bay in a Day Project queries and updates	No
8/10/2025 2:30 PM	Draft Agenda Review Briefing - 15 October 2025 Council 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: Not present Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Brian Tee Lachlan Johnson James Gullan Sophie McCarthy Vicki Tuchtan Leigh Stewart Michael Major Josh Vearing	Draft Agenda Review - 15 October 2025 Council Meeting	Chris Carroll declared a perceived conflict of interest in relation to the Presentation of Annual Report - Palais Theatre (Year 8) due to their family member being employed by a tenant of the Palais Theatre.  Left The Meeting: No (no involvement in the preparation of the report)
8/10/2025 3:15 PM	<b>Confidential:</b> Award of Tree Management and Maintenance Contract and Open Space Maintenance Contract	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 Robyn Borley Lachlan Johnson Simon Hill Mark Thompson Greg Mitchell Shane Waldon (external)	<b>Confidential</b>	No
8/10/2025 3:45 PM	<b>Confidential:</b> St Kilda Marina - The Site Brief: Proposed Refinement	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 Lachlan Johnson Vicki Tuchtan Anthony Savenkov Anthony Barr Terrence Le	<b>Confidential</b>	No

Informal Meetings of Council October 2025						
Date and Time	Meeting Title	Meeting format	Councillors in attendance	Officers in attendance	Matters Considered	Conflicts of Interest
8/10/2025 4:30 PM	The Use of Open Space Contributions	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 Lachlan Johnson Robyn Borley Spyros Karamesinis Peter Liu	To provide information on Developer Open Space Contributions including: What are they and how the funds are collected? How are they tracked and held in reserves? How are they allocated to projects?	No
8/10/2025 5:00 PM	Budget Review	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 Lachlan Johnson Robyn Borley Spyros Karamesinis Peter Liu	Provide Councillors with an overview of the proposed Budget 2026/27 development process.  Highlight the key decision-making points and the influence that Councillors can have over the process.  Seek feedback from Councillors on the proposed process.	No
15/10/2025 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 Brian Tee Kylie Bennetts Robyn Borley Lachlan Johnson	Legal Liability Waste Contracts Dog Waste Bags Petitions South Melbourne Market project Interfaith Summit	No
15/10/2025 5:00 PM	Briefing: Burnett Gray Gardens - Project Options	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 Dana Pritchard Claire Ulcoq Natalie Handcock Craig McLean	Seeking Councillor feedback on the two options for the upgrade to the Burnett Grey Playground: - Option 1: Upgrade existing equipment. - Option 2: Expand the playground.	No

Informal Meetings of Council October 2025						
Date and Time	Meeting Title	Meeting format	Councillors in attendance	Officers in attendance	Matters Considered	Conflicts of Interest
15/10/2025 5:30 PM	Sandridge Recreations Precinct (SRP) - Masterplan Update	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 Dana Pritchard Melanie Cowes Dan Boden Susan Cannell Natalie Handcock	Progress update on the Sandridge Recreation Precinct project, including: - Development of the Master Plan. - Sportsground configuration options.	No
22/10/2025 11:00 AM	Psychological Health and Psychosocial Hazards Policy	In person	Cr Buckingham: Online 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 Claire Stevens Daniel Lew Karen Lyons	Consideration of the updated and reviewed Psychological Health and Psychosocial Hazards Policy Propose to replace 2021 policy to reflect upcoming regulations and terminology. Utilisation of Donesafe reporting. Exposure to Councillors relating to social media and ensuring the Policy references this.	No
22/10/2025 11:30 AM	Footpath Trading Fee Policy (2025)	Hybrid (In person and MS Teams)	Cr Buckingham: Online 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: Not present	Brian Tee Nellie Montague Angela de Mel Marc Jay	Officers sought feedback on the proposed Footpath Trading Fee policy and requested officers to review the proposed advertising board fees	Councillor Thomann declared a material conflict of interest in relation to the Footpath Trading Policy due to owning a business in the municipality. Left the meeting: Yes
22/10/2025 12:00 PM	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: Not present Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Brian Tee Kylie Bennetts Robyn Borley Claire Stevens Simon Hill	Housekeeping Matters Activation of vacant space Children's Infrastructure Project Update Emergency Management Volunteer Coordinator Role Interfaith Festival	No

Informal Meetings of Council October 2025						
Date and Time	Meeting Title	Meeting format	Councillors in attendance	Officers in attendance	Matters Considered	Conflicts of Interest
22/10/2025 2:00 PM	Port Phillip Zero 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	Kylie Bennetts Christine Dening	The team provided an update on the purpose, functionality and history of Port Phillip Zero	No
22/10/2025 2:30 PM	Sport and Active Recreation Strategy – Key Findings and Opportunities	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: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Kylie Bennetts Dana Pritchard Claire Ulcoq Susan Cannell Nicole Back	<ul style="list-style-type: none"> <li>Present the key findings and opportunities for the new Sport and Active Recreation Strategy from the background research and community engagement.</li> <li>Provide Councillors with the Sport and Recreation Service Briefing.</li> </ul>	No
22/10/2025 3:00 PM	Draft Agenda Review Briefing - 5 November 2025 Council 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: Not present Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Brian Tee Robyn Borley Simon Hill Vicki Tuchtan Josh Vearing	Draft reports ahead of the 5 November 2025 Council Meeting	No
22/10/2025 3:45:00:00 F	Confidential: 129 Beaconsfield Parade - Award of Lease	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 Ackroyd Vicki Tuchtan Anthony Savenkov	Confidential	No

Informal Meetings of Council October 2025						
Date and Time	Meeting Title	Meeting format	Councillors in attendance	Officers in attendance	Matters Considered	Conflicts of Interest
22/10/2025 4:15 PM	Confidential: St Kilda Marina - verbal 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 Brian Tee Simon Hill Vicki Tuchtan Anthony Savenkov Terrence Le	Confidential	No
22/10/2025 4:45 PM	Creative & Prosperous City Strategy - Scope and Priorities	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: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Brian Tee Kylie Bennetts Adele Denison	Development of the new iteration of the Creative & Prosperous City Strategy including scope, focus / priorities, timeline and consultation process.	No
22/10/2025 5:30 PM	Service briefing - City planning & urban design	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: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Brian Tee Robyn Borley Mike Fisher Leonie Kirkwood Craig McLean Natalie Barron Vassiliki Boulomytis Dana Pritchard Claire Ulcoq	Officers presented a Service Briefing on City Planning and Urban Design department: * A service summary * Service levels * Funding and costs * Identifying key trends / issues for City Planning & Design - including pressures on activity centres; housing challenges; growth, infrastructure and investment; and climate change and unique local challenges.	No
22/10/2025 5:45 PM	Service Briefings - Flood and Water Management	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: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Brian Tee Robyn Borley Mike Fisher Craig McLean Leonie Kirkwood Natalie Barron Vassiliki Boulomytis Dana Pritchard Claire Ulcoq	Officers presented a Service Briefing on the Flood and Water Management Service. This included: * City of Port Phillip's high flood risk. * The impact of climate change on water security. * Water Sensitive Urban Design (WSUD) assets and the impact of recent State Government planning reforms on WSUD uptake. * Stormwater management including planned maintenance of assets within our 37 stormwater catchments.	No

 <h3>Informal Meetings of Council October 2025</h3>						
Date and Time	Meeting Title	Meeting format	Councillors in attendance	Officers in attendance	Matters Considered	Conflicts of Interest
22/10/2025 6:00 PM	Service Briefings - Urban Greening and Public Space	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	Officers presented a Service Briefing on the Urban Forest Service and Public Space Services	No
22/10/2025 6:15 PM	Service Briefings - Community Building and Inclusion Service	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 Robyn Borley Christine Dening	Officers presented a service briefing on the Community Building and Inclusion Service profile and funding.	No
22/10/2025 6:30 PM	Service Briefings - Waste Management Service	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 Robyn Borley Simon Hill Stephanie Lai	Officers presented a Service Briefing on the Waste Management Services	No

Informal Meetings of Council November 2025						
Date and Time	Meeting Title	Meeting format	Councillors in attendance	Officers in attendance	Matters Considered	Conflicts of Interest
5/11/2025 9:30 AM	Councillor Mandatory PD Training - First Nations Cultural Awareness	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	Maggie Smith Holly Jane Christine Dening	Cultural awareness training provided by the Koori Heritage Trust.	No
5/11/2025 1:00 PM	Councillor ELT only 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 Brian Tee Kylie Bennetts Robyn Borley Lachlan Johnson Claire Stevens James Gullan	Dog signage update Supports for people experiencing homelessness Update on Coles Balaclava carpark	No
5/11/2025 3:30 PM	Councillor PD Training - Victoria's Planning System	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	Paul Wood Kim Piskuric (Harwood Andrews Laywers) Paul Wood	Mandatory training session covering Victoria's planning system and policies and procedures in relation to statutory planning.	No
5/11/2025 4:45 PM	Draft Agenda Review Briefing - Council Meeting 19 November 2025	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 Brian Tee Kylie Bennetts Simon Hill Vicki Tuchtan Stephanie Lai Mitch Gillett Joshua Vearing	Draft reports ahead of the Council Meeting 19 November 2025	No

 <h3>Informal Meetings of Council November 2025</h3>						
Date and Time	Meeting Title	Meeting format	Councillors in attendance	Officers in attendance	Matters Considered	Conflicts of Interest
5/11/2025 5:20 PM	Planning Scheme Amendment C219port (South Melbourne Structure Plan)	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 Brian Tee Mike Fisher Leone Kirkwood Matthew Budahazy	Response to matters raised in relation to Planning Scheme Amendment C219port (South Melbourne Structure Plan).  Role of an independent planning panel in reviewing the amendment, enabling submitters to have their say and providing advice to Council.  Minor changes to the amendment recommended in response to submissions.	No
5/11/2025 5:30 PM	Road Safety Strategy and Action Plan - Stakeholder Engagement Approval	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 Brian Tee Mike Fisher Karen Roache Jonathan McNair Jon Liston	Background and purpose of Road Safety Strategy and Action Plan discussed, including timeframes and approaches to public engagement	No
12/11/2025 12:00 PM	Councillor 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 Brian Tee Kylie Bennetts Paul Wood Robyn Borley Tarnya McKenzie	Update on Aged Care Port Melbourne Football Club Budget early engagement Bay Street.	No
12/11/2025 1:00 PM	First Quarter Financial Review 2025-26	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 Paul Wood Robyn Borley Tarnya McKenzie Christine Denning Spyros Karamesinis Lucy Norton-Baker Dana Pritchard Adele Denison Peter Liu	1. First Quarter Financial Review 2025-26 including the Priority Project Updates 2. Project Delivery Service Briefing	No

 <h3>Informal Meetings of Council November 2025</h3>						
Date and Time	Meeting Title	Meeting format	Councillors in attendance	Officers in attendance	Matters Considered	Conflicts of Interest
12/11/2025 2:00 PM	Draft Community Safety Plan 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: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Brian Tee Kylie Bennetts Nellie Montague James Gullan Sandra Khazam Elizabeth Turner Christine Dening Holly Jane Bill Mullholland	Officers provided Councillors an update on the Draft Community Safety Plan	No
12/11/2025 2:30 PM	Proposed Local Law Amendment and Draft Police Protocol	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 Brian Tee Kylie Bennetts Paul Wood Robyn Borley Tanya McKenzie Elizabeth Turner	Officers provided Councillors an update on the Proposed Local Law Amendment and Draft Police Protocol	No
12/11/2025 3:00 PM	Homelessness and affordable housing strategy	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 Brian Tee Kylie Bennetts Gary Spivak Felicity Symons (online) Christine Dening	Councillors were presented with the draft proposed strategy, community consultation report, working draft implementation plan and potential budget allocation options.	No
12/11/2025 3:45 PM	First Nations Gathering Places	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 Christine Dening Josh Badenoch	Officers to provide Councillors with a summary of the history and current commitment relating to a First Nations Gathering Place(s) and Seek feedback from Councillors on their preferred approach to progress the development of a Gathering Place(s).	No

Informal Meetings of Council November 2025						
Date and Time	Meeting Title	Meeting format	Councillors in attendance	Officers in attendance	Matters Considered	Conflicts of Interest
12/11/2025 4:30 PM	<b>Confidential:</b> Albert Park Pit Building - Briefing with external agency	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 Mike Fisher Elizabeth Cowan Luke Mason - Executive Director - Professional Sport and Tourism Infrastructure Department of Jobs Skills Industry and Regions Josie Crea – Director - Professional Sport and Tourism Infrastructure Mike Fisher	<i>Confidential</i>	Chris Carroll declared a perceived conflict of interest due to them knowing the president of a sporting club who are a tenant in the pit building.  Left The Meeting: No
12/11/2025 5:00 PM	<b>Confidential:</b> St Kilda Marina - Evaluation Criteria	In person	Cr Buckingham: Online Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: Not present Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Brian Tee Paul Wood Mike Fisher Terrence Le	<i>Confidential</i>	No
14/11/2025 10:30 AM	Mayor & Cr Jay meeting with Officers re: Planning Scheme Amendment C219port	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: Online Cr Mears: Not present Cr Thomann: Not present	Mike Fisher Leonie Kirkwood Matthew Budahazy Phoebe Hanna	Amendment C219port - South Melbourne Structure Plan. Specific topics discussed included: * 'City wedge industrial triangle' * City Edge Apartment Complex * Park Towers * 200 Dorcas Street * Skinners Adventure Playground	No
19/11/2025 9:45 AM	Draft Elster Creek Litter Action Plan	In person	Cr Buckingham: Not present Cr Cunsolo: Not present Cr Crawford: In person Cr Halliday: In person Cr Hardy: Not present Cr Jay: Not present Cr Makin: Not present Cr Mears: In person Cr Thomann: Not present	Mike Fisher Natalie Barron Julian Donlen.	The Draft Elster Creek Litter Action Plan was discussed: *Background on the Elster Creek Litter Collaboration. *City of Port Phillip actions in the draft plan. * Cost implication to Council to deliver the actions. *Community engagement on the draft plan, including events and timelines.	No

Informal Meetings of Council November 2025						
Date and Time	Meeting Title	Meeting format	Councillors in attendance	Officers in attendance	Matters Considered	Conflicts of Interest
19/11/2025 1:00 PM	Councillor and ELT Time	Hybrid (In person and MS Teams)	Cr Buckingham: Online Cr Cunsolo: In person Cr Crawford: Not present Cr Halliday: In person Cr Hardy: Not present Cr Jay: Not present Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Brian Tee Kylie Bennetts Paul Wood Robyn Borley Tanya McKenzie	Community Safety Update Police and Community Youth Clubs (PCYC) Digital and Technology Services team award Council meeting schedule Changes to Planning Laws Discussion on procedures for Council meeting	No
19/11/2025 5:00 PM	Draft Agenda Review Briefing - Council Meeting 3 December 2025	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: Not present Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Brian Tee Kylie Bennetts Paul Wood Robyn Borley Tanya McKenzie Vicki Tuchtan Nellie Montague Mike Fisher James Ackroyd Mitch Gillet Arran Maclean Josh Vearing	Draft reports ahead of the 3 December 2025 Council Meeting	No
19/11/2025 5:30 PM	Emerald Hill Forecourt	In person	Cr Buckingham: In person Cr Cunsolo: In person Cr Crawford: In person Cr Halliday: In person Cr Hardy: Online Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Chris Carroll Brian Tee Craig McLean	Australian National Academy of Music (ANAM) funding bid for Emerald Hill	No
26/11/2025 9:30 AM	Housing Strategy Implementation - Residential Zone Review Project	Hybrid (In person and MS Teams)	Cr Buckingham: Online Cr Cunsolo: Online Cr Crawford: Not present Cr Halliday: In person Cr Hardy: Not present Cr Jay: In person Cr Makin: Not present Cr Mears: Not present Cr Thomann: Not present	Mike Fisher Leonie Kirkwood Lingna Zhang Sarah Stephenson Luke Rogers	Methodology for the project.  Locations selected as focal areas for the project, including the potential to add additional areas.  The proposed planning controls and their impact.  The design of the engagement for the project.	No

Informal Meetings of Council November 2025						
Date and Time	Meeting Title	Meeting format	Councillors in attendance	Officers in attendance	Matters Considered	Conflicts of Interest
26/11/2025 12:00 PM	Councillor and ELT Time	Hybrid (In person and MS Teams)	Cr Buckingham: Online Cr Cunsolo: Not present Cr Crawford: Not present Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: Not present Cr Thomann: Online	Chris Carroll Brian Tee Kylie Bennetts Paul Wood Robyn Borley Tanya McKenzie	Children's infrastructure Projects VCAT CEO Report Volunteer Revival Canterbury Road Community engagement Greening/depaving initiatives.	No
26/11/2025 1:00 PM	Financial Outlook and Direction Setting 2026/27	Hybrid (In person and MS Teams)	Cr Buckingham: Online Cr Cunsolo: Not present Cr Crawford: Online Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: Not present Cr Thomann: Not present	Chris Carroll Brian Tee Kylie Bennetts Paul Wood Robyn Borley Peter Liu	Financial Outlook and Direction Setting 2026/27	No
26/11/2025 2:00 PM	Crisis Management Framework	Hybrid (In person and MS Teams)	Cr Buckingham: Online Cr Cunsolo: Not present Cr Crawford: Not present Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: Not present Cr Thomann: Not present	Chris Carroll Kylie Bennetts Robyn Borley Dana Pritchard Ryan Plunkett Amanda Clark Julie Snowden	*Emphasis on timely activation, escalation layers, and cross-Council collaboration. *Need for more frequent testing, including after-hours and backup processes. *Key scenarios noted: flooding, cyber attack, transport disruptions, and environmental hazards. *Councillor involvement and training highlighted as critical for public confidence.	No
26/11/2025 3:15 PM	St Kilda festival review proposal	Hybrid (In person and MS Teams)	Cr Buckingham: Online Cr Cunsolo: Not present Cr Crawford: Online Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: Not present Cr Thomann: Online	Chris Carroll Kylie Bennetts Adele Dennison Sullivan Patten Richard Sowada James Lipari Bridget Monro-Hobbs	Proposed metrics to be used for the review of the 2026 St Kilda festival as well as options that speak to scale and scope of the review.	No

 <h3>Informal Meetings of Council November 2025</h3>						
Date and Time	Meeting Title	Meeting format	Councillors in attendance	Officers in attendance	Matters Considered	Conflicts of Interest
26/11/2025 4:00 PM	Australian Grand Prix Corporation: F1 Grand Prix 2026	Hybrid (In person and MS Teams)	Cr Buckingham: Online Cr Cunsolo: Not present Cr Crawford: Online Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: Not present Cr Thomann: Online	Chris Carroll Brian Tee Australian Grand Prix Corporation attendees: Travis Auld Tom Mottram Daniela Gomes Emily White Adele Denison	The 2026 Australian F1 Grand Prix	No
26/11/2025 4:30 PM	Draft Agenda Review Briefing - Council Meeting 10 December 2025	Hybrid (In person and MS Teams)	Cr Buckingham: Online Cr Cunsolo: Not present Cr Crawford: Online Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: Not present Cr Thomann: Online	Chris Carroll Brian Tee Kylie Bennetts Robyn Borley Paul Wood Natalia Handcock Monique Cosgrove Vicki Tuchtan	Draft reports ahead of the Council Meeting 10 December 2025	No
26/11/2025 5:15 PM	VicPol Quarterly Councillor Briefing	Hybrid (In person and MS Teams)	Cr Buckingham: Online Cr Cunsolo: Not present 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: Online	Chris Carroll Brian Tee Nellie Montague Dirk Cummins Brett Coloe - Local Area Commander Kim Bramwell - Senior Sergeant Nellie Montague	Police provided updates on crime in City of Port Phillip as well as the Operational Protocol between Port Phillip and Police.	No
26/11/2025 5:45 PM	Draft Accessibility Action Plan For Community Engagement	Hybrid (In person and MS Teams)	Cr Buckingham: Online Cr Cunsolo: Not present Cr Crawford: Online Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: Not present Cr Thomann: Online	Chris Carroll Kylie Bennetts Jill Young	<p>The draft Accessibility Action Plan 2026–2030 was presented to Councillors for their feedback.</p> <p>Key areas for improvement include advocacy for accessible public transport, consistency in tactile ground surface indicators, improved pedestrian infrastructure and enhanced car park provisions for carers and people with disabilities.</p> <p>Additional considerations highlighted were improved timing at pedestrian crossings and maintaining progress on wheelchair access in public spaces.</p>	No

 <b>Informal Meetings of Council November 2025</b>						
Date and Time	Meeting Title	Meeting format	Councillors in attendance	Officers in attendance	Matters Considered	Conflicts of Interest
26/11/2025 6:00 PM	Community Safety Workshop	Hybrid (In person and MS Teams)	Cr Buckingham: Online Cr Cunsolo: Not present 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: Online	Chris Carroll Brian Tee Nellie Montague Dirk Cummins	Councillor discussion on Local Law amendments and Police Operating Protocol prior to 10 December Council meeting decision.	No

Informal Meetings of Council December 2025						
Date and Time	Meeting Title	Meeting format	Councillors in attendance	Officers in attendance	Matters Considered	Conflicts of interest
3/12/2025 1:00 PM	Councillor and ELT Time	In person	Cr Buckingham: In person Cr Cunsolo: Not in attendance Cr Crawford: In person Cr Halliday: In person Cr Hardy: Not in attendance Cr Jay: In person Cr Makin: In person Cr Mears: Not in attendance Cr Thomann: In person	Chris Carroll Brian Tee Kylie Bennetts Paul Wood Robyn Borley Tarnya McKenzie	Gathering Places South Melbourne Town Hall Local Laws Coles Redevelopment Council Committees Elwood Beach Budget Funding Allocations Footpath Trading Policy	Councillor Thomann declared a material conflict of interest in relation to the Footpath Trading Policy due to owning a business in the municipality.  Left the meeting
3/12/2025 2:15 PM	Overview of Special Rates and Charges	In person	Cr Buckingham: Not in attendance Cr Cunsolo: Not in attendance Cr Crawford: Not in attendance Cr Halliday: In person Cr Hardy: Not in attendance Cr Jay: In person Cr Makin: In person Cr Mears: Not in attendance Cr Thomann: In person	Mike Fisher Susie Filetti Diane Sneddon	An education brief was provided to Councillors on the Special rates and charge schemes for the traders. An overview of what is a special rate and what are the benefits.	No
3/12/2025 3:45 PM	Customer Experience Quarterly Briefing	In person	Cr Buckingham: Not in attendance Cr Cunsolo: Not in attendance Cr Crawford: Online Cr Halliday: In person Cr Hardy: Not in attendance Cr Jay: In person Cr Makin: In person Cr Mears: In person Cr Thomann: In person	Brian Tee Paul Wood Tarnya McKenzie Ben Sylvan	Customer Experience performance organisation wide Planning and Building (deep dive) Infrastructure Maintenance (deep dive)	No
3/12/2025 4:00 PM	Draft Foreshore Management Plan	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 in attendance Cr Thomann: In person	Chris Carroll Kylie Bennetts David Hehir Claire Ulcoq	To gain Councillors feedback on the Draft Foreshore Management Plan (FMP) prior to release for community engagement.  Sought feedback on the Draft FMP including FMP draft vision, goals and actions.	No
3/12/2025 4:15 PM	Confidential: 71A Acland Street - Procurement	In person	Cr Buckingham: In person Cr Cunsolo: Not in attendance Cr Crawford: In person Cr Halliday: In person Cr Hardy: Not in attendance Cr Jay: In person Cr Makin: In person Cr Mears: Not in attendance Cr Thomann: In person	Chris Carroll Paul Wood Anthony Savenkov Vicki Tuchtan	Confidential	No

Informal Meetings of Council December 2025						
Date and Time	Meeting Title	Meeting format	Councillors in attendance	Officers in attendance	Matters Considered	Conflicts of interest
3/12/2025 5:00 PM	Response to Notice of Motion - Parking Permits	In person	Cr Buckingham: In person Cr Cunsolo: Not in attendance Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: Not in attendance Cr Thomann: In person	Chris Carroll Brian Tee Mike Fisher Jon Liston Karen Roache	Councillors considered the challenges of parking in the municipality.	No
3/12/2025 5:30 PM	Community Safety Roundtable & Local Laws Feedback	In person	Cr Buckingham: In person Cr Cunsolo: Not in attendance Cr Crawford: In person Cr Halliday: In person Cr Hardy: In person Cr Jay: In person Cr Makin: In person Cr Mears: Not in attendance Cr Thomann: In person	Chris Carroll Brian Tee Kylie Bennetts Nellie Montague Mel Dye – CEO, Southside Justice George Hatvani – Head of Systems Change and Advocacy at Launch Housing Patrick Lawerance – CEO, First Step Karen Sait – Acting CEO, PPCG Rachel Powning - General Manager, Neighbourhood Justice Centre Liza Vanspall and colleague - Director of Client Services Ngwala Willambong Sahail Awn - The Salvation Army	Feedback from service providers on the proposed Local Law amendment and operational protocols with Police	No
3/12/2025 6:00 PM	Police position on proposed Local Law Amendment and Protocol	Hybrid	Cr Buckingham: In person Cr Cunsolo: Not in attendance Cr Crawford: In person Cr Halliday: In person Cr Hardy: Not in attendance Cr Jay: Not in attendance Cr Makin: In person Cr Mears: Not in attendance Cr Thomann: In person	Chris Carroll Brian Tee Nellie Montague Brett Coloe (Victoria Police)	Police provided further updates on their position on the proposed Local Law amendment	No
10/12/2025 3:30 PM	Councillor and ELT Team	In person	Cr Buckingham: Not in attendance 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 Paul Wood Robyn Borley Tanya McKenzie James Gullan	Design Judging Panel School Tour Model Council Meeting Service Update	No

Informal Meetings of Council December 2025						
Date and Time	Meeting Title	Meeting format	Councillors in attendance	Officers in attendance	Matters Considered	Conflicts of interest
10/12/2025 5:00 PM	Fishermans Bend Q2 Development Contributions Plan and Integrated Transport Strategy 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: In person	Chris Carroll Brian Tee Kylie Bennetts Paul Wood Robyn Borley Tanya McKenzie Daniel Boden Department of Transport & Planning Attendees: Tania Quick Aidan O'Neil Stuart Johns	Fishermans Bend Integrated Transport Plan, including general approach and specific projects. A brief update on status of the Fishermans Bend DCP	No
10/12/2025 5:40 PM	Draft St Kilda/St Kilda West and Albert/Middle Park Urban Forest Precinct Plan	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 Dana Pritchard Jennifer Witheridge	Draft Urban Forest Precinct Plans for the neighbourhoods of St Kilda and St Kilda West, Albert Park and Middle Park	No

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



12.2

### AUDIT AND RISK COMMITTEE - BIAANNUAL REPORT TO 31 DECEMBER 2025

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

**PREPARED BY:** JULIE SNOWDEN, HEAD OF RISK AND ASSURANCE

#### 1. PURPOSE

1.1 To present the Audit and Risk Committee Biannual Report as at 31 December 2025.

#### 2. EXECUTIVE SUMMARY

- 2.1 Council is required by the Local Government Act (LGA) 2020 to establish an Audit and Risk Committee (the Committee) as an advisory committee of Council.
- 2.2 Under the LGA, the Audit and Risk Committee must prepare a biannual report on activities to Council with this paper satisfying the reporting requirement.
- 2.3 This report was prepared in conjunction with the current Audit and Risk Committee Chair.
- 2.4 The last update provided to Council was the presentation of the Audit and Risk Committee Biannual report as of 30 June 2025 at the 20 August 2025 Council meeting.

#### 3. RECOMMENDATION

That Council:

- 3.1 Notes the Audit and Risk Committee Biannual Report as of 31 December 2025, which details activities of the Committee covering scheduled meetings held 2 September 2025 and 16 December 2025.

#### 4. KEY POINTS/ISSUES

- 4.1 Reporting Period for this Report

This report covers the Committee's work for scheduled meetings held 2 September 2025 and 16 December 2025.

- 4.2 Meeting Attendance:

Name	Role	Meetings	
		2 September 2025 (Scheduled meeting)	16 December (Scheduled Meeting)
Brian Densem	Independent Member (Chair)	Attended	Attended
Helen Lanyon	Independent Member	Attended	Attended
Kylie Maher	Independent Member	Attended	Attended

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



Louise Crawford	Councillor (Mayor)	Attended	N/A
Bryan Mears	Councillor (Deputy Mayor)	Attended	Apology
Alex Makin	Councillor (Mayor)	N/A	Attended

### 4.3 Leadership Network

The CEO, General Manager of Governance and Performance, CFO, and Head of Risk and Assurance consistently attend all Audit and Risk Committee meetings. In addition, other members of the Leadership Network participate as needed to present detailed updates on the activities and initiatives within their respective divisions. This approach ensures the Committee gains a comprehensive understanding of matters specific to the City of Port Phillip, enhancing its oversight and strategic insight.

### 4.4 External Service Providers

The internal audit team (Aster Advisory) attended all scheduled meetings with the external audit team BDO (the agent appointed by the Victorian Auditor General Office VAGO) attending when they have specific items to discuss.

### 4.5 Committee Business

The agendas for the Committee meetings are driven by the Committee's Annual Work Plan.

### 4.6 Annual Work Plan

Under Section 54(3) of the Act, a Committee must adopt an annual work program.

Each year the Committee collaborate with Council's CEO, General Manager Governance and Performance and Head of Risk and Assurance to ensure that the responsibilities of the Committee are scheduled and will be carried out.

The Annual Work Plan is reviewed at the same time as the Charter to ensure alignment. The work of the Committee over the reporting period is summarised below in each of the key areas.

### 4.7 Matters considered by the Committee at its 2 September 2025 meeting were:

#### 4.7.1 Committee only time

The Committee met with the Internal/External Auditor/s and the CEO to discuss the effectiveness of the audit relationship and other process matters.

#### 4.7.2 Chief Executive Officer's Report

The Committee received an overview from the CEO on key activities over the reporting period. This included progress on the Enterprise Agreement, senior leadership changes and expected organisational restructuring. A recent child safety incident triggered incident management activity and accelerated work on triage and critical-incident pathways. Updates were also provided on ongoing councillor training, Fishermans Bend, community safety priorities and customer experience improvements.

#### 4.7.3 Strategic Risk and Internal Audit (SRIA) update

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



The Committee noted the regular SRIA update, including work undertaken on progressing a revised strategic risk framework, the regular IT Governance and Disaster Recovery / DTS compliance updates and noted the Internal Audit Recommendations Tracking Status Report

### 4.7.4 Assurance Activities Update

The Committee endorsed the scopes for the following audits: Fleet Management, Privacy Controls and Accounts Payable; noted the findings from the following audits: Cyber Security, Contract Management, Waste Management Improvement Plan and Child Care Centres. The Committee also noted the Internal Audit Plan status report 2025/26, enhancements made to the Business Function Risk Assurance Map and an update on the Parliamentary Inquiry into Fraud and Corruption in Local Government.

### 4.7.5 External Audit

The Committee noted the draft closing report and draft final management letter (with the inclusion of some additional information on management actions), the management representation letter, the Asset Revaluation and Depreciation Method review and endorsed the Fixed Asset Accounting Policy 2025 and associated documents.

The Committee also recommended the draft Annual Financial Statements and Performance Statement 2024/25 for signing at the Ordinary Council meeting on 17 September 2025, where Council provided in principle approval of the accounts for sign off by the Victorian Auditor-General subject to changes as discussed in the meeting.

### 4.7.6 Compliance Monitoring

The Committee noted the regular Compliance update, the annual South Melbourne Market update, the annual Safety and Wellbeing (OHS) update, the annual Procurement update and updates on Climate Change, Register of Delegations, Gifts and Hospitality and Councillor Expenses.

### 4.7.7 Financial Monitoring

The Committee noted the financial sustainability standing report and the annual Rates Collected / Rates Outstanding Report.

### 4.7.8 Supplementary Reports

The Committee noted the regular high-level update on Fishermans Bend.

## 4.8 Matters considered by the Committee at its 16 December 2025 meeting were;

### 4.8.1 Committee only time

The Committee met with both the CEO and the Internal Auditor/s to discuss the effectiveness of the audit relationship and other process matters.

### 4.8.2 Chief Executive Officer's Report

The CEO provided a high-level update on organisational priorities, including continued work on financial sustainability, major projects and development contributions, and key strategic initiatives in community safety and service planning. Strengthened governance, integrity and child safety practices were highlighted, along with ongoing uplift in AI capability, workforce systems, and

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



innovation. The CEO also briefed the Committee on recent crisis management activities, including Operation Tempest and ongoing public safety preparedness.

### 4.8.3 Strategic Risk and Internal Audit (SRIA) update

The Committee noted the regular SRIA update, including a brief overview from the Head of Risk and Assurance. The Committee also noted ongoing monitoring of the Planning Reforms risk, renewed focus on the resurfaced Backflow Devices risk with dedicated resourcing now in place. The annual insurance update and the status of internal audit recommendations were also noted, with two extensions to agreed management action timeframes endorsed.

### 4.8.4 Assurance Activities Update

The Committee endorsed the scopes for the following audits: Statutory Planning and Emergency Management; noted the findings from the following audits: Fleet Management and Accounts Payable. The Committee also noted the Internal Audit Plan status report 2025/26 and the Internal Audit Charter.

### 4.8.5 External Audit

There were no items for this meeting.

### 4.8.6 Compliance Monitoring

The Committee noted the regular Compliance update, the annual Business Continuity Planning update, the annual Customer Complaints / Compliance update; the most recent monthly OHS update, the quarterly Child Safety and attestation report and the latest update on Aged Care compliance and reporting.

### 4.8.7 Financial Monitoring

The Committee noted the financial sustainability standing report, reviewed the financial reporting package and the quarterly financial portfolio deliverability review.

### 4.8.8 Supplementary Reports

The Committee noted the regular high-level update on Fishermans Bend.

### 4.8.9 Performance Evaluation

The Committee conducted a self-evaluation on its own performance, noting the results and agreeing focus areas for improvement in the next 12 months.

### 4.8.10 Nomination of Audit and Risk Committee Chairperson for 2026

The Committee nominated independent member Mr Densem to serve as Chairperson of the Audit and Risk Committee for the 2026 calendar year, for Council consideration at a separate Council meeting.

## 5. GENDER IMPACT ASSESSMENT

- 5.1 A gender impact assessment was not required in the preparation of this report as gender impacts have been appropriately considered across all items reviewed and discussed by the Committee over the past six months where relevant

## 6. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 6.1 An engaged and empowered community:

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



- Our Council is open, accountable and acts with integrity.
- Our Council effectively managers risk.

### 7. OFFICER MATERIAL OR GENERAL INTEREST

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

**ATTACHMENTS** Nil

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



### 13. A TRUSTED AND HIGH PERFORMING ORGANISATION

13.1	<i>Proposed Property Lease - 14A Ferrars Place South Melbourne VIC 3205...</i>	96
13.2	<i>Proposed discontinuance and sale of part R1831 (adjoining 56 Park Road, Middle Park VIC 3206) .....</i>	102
13.3	<i>Audit and Risk Committee - Appointment of Chairperson 2026.....</i>	113

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



13.1

### PROPOSED PROPERTY LEASE - 14A FERRARS PLACE SOUTH MELBOURNE VIC 3205

**EXECUTIVE MEMBER:** PAUL WOOD, ACTING GENERAL MANAGER, CITY INFRASTRUCTURE

**PREPARED BY:** VICKI TUCHTAN, MANAGER PROPERTY AND ASSETS  
MICHAEL MAJOR, TEAM LEADER PROPERTY OPERATIONS

#### 1. PURPOSE

- 1.1 To offer the Returned & Services League (RSL) of Australia Hellenic Sub-Branch a ten (10) year lease for the Memorial Hall at 14A Ferrars Place, South Melbourne following a public consultation process that received no submissions.

#### 2. EXECUTIVE SUMMARY

- 2.1 The ANZAC Gardens and Memorial Hall are of historical, aesthetic, and social significance, forming part of the broader St Vincent Gardens precinct. They are of local heritage significance and managed by the City of Port Phillip in its capacity as Committee of Management on behalf of the Crown.
- 2.2 The RSL has occupied the Memorial Hall at ANZAC Gardens (refer image below) since its establishment in 1924, with the Hellenic Sub-Branch occupying the space since its establishment in 1987.
- 2.3 The Memorial Hall is situated on Crown Land permanently reserved for “memorial to sailors and soldiers”, as proclaimed by Order in Council on 24 April 1923 (Government Gazette 2 May 1923, p.1153).



- 2.4 The current tenancy agreement with the RSL Hellenic Sub-Branch is for a five (5) year term. However, the tenant has requested a new lease with a minimum term of ten (10) years, citing their eligibility for current RSL funding streams to improve the premises is dependent on such tenure.
- 2.5 Under Council's *Property Policy* leases terms are typically up to five (5) years, however officers propose that Council consider a lease term greater than this to support the RSL Hellenic Sub-Branch's funding eligibility and long-term planning.
- 2.6 Following a resolution of Council adopted at its Ordinary Meeting on 15 October 2025, it was proposed that officers commence the statutory procedures under section 115 of the *Local Government Act 2020* (Vic) (“the Act”) to enter into a lease with the RSL

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



Hellenic Sub-Branch for the occupation of the Memorial Hall at 14A Ferrars Place, South Melbourne on the following terms:

- 2.6.1 Lease term: Ten (10) years;
- 2.6.2 Commencing rental of \$488 (ex GST) per annum subject to fixed three percent (3%) annual rental increments; and
- 2.6.3 The tenant to be responsible for all consumption-based charges.
- 2.7 In accordance with Council's *Community Engagement Policy*, a public notice was lodged in *The Age* newspaper on Tuesday 18 November 2025 inviting public feedback on the proposal.
- 2.8 The proposal was also published on Council's website under "Public Notices" to align with the public notice lodged in *The Age* newspaper.
- 2.9 The deadline for submissions lapsed at 11.59 pm on Thursday 15 December 2025.
- 2.10 No submissions were received by Council in response to the public notice.

### 3. RECOMMENDATION

That Council:

- 3.1 Authorises the Chief Executive Officer, or their delegate, to enter a lease with the Returned & Services League of Australia (Victorian Branch) Hellenic Sub-Branch Incorporated, on the following terms:
  - 3.2.1 A lease term of ten (10) years;
  - 3.1.2 A commencing rental of \$488.00 (ex GST) per annum subject to annual fixed 3% increases; and
  - 3.1.4 The tenant to be responsible for all consumption-based charges.

### 4. KEY POINTS/ISSUES

- 4.1 The Memorial Hall and ANZAC Gardens precinct reflects early civic planning and commemorates South Melbourne's contributions to the Great War.
- 4.2 The site is situated on Crown Land permanently reserved for memorial to sailors and soldiers, as proclaimed by Order in Council on 24 April 1923 (Government Gazette 2 May 1923, p.1153), with Council appointed as the Committee of Management.
- 4.3 The Memorial Hall and ANZAC Gardens are of local heritage significance under Heritage Overlay HO441 and form part of the historically significant St Vincent Gardens precinct.
- 4.4 The hall and gardens contribute to the character and visual harmony of the broader St Vincent Gardens landscape.
- 4.5 The site is highly valued for its role in remembrance, civic pride, and as a long-standing venue for veteran support and commemorative community events.
- 4.6 The RSL Hellenic Sub-Branch was formally established in April 1987, with its Women's Auxiliary formed in August 1987. The Sub-Branch has continuously occupied the Memorial Hall since this time.

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



- 4.7 The RSL Hellenic Sub-Branch is currently ineligible for certain funding streams due to a requirement for a minimum lease term of ten (10) years. Under Council's *Property Policy* leases terms are typically up to five (5) years.
- 4.8 Council's *Property Policy* notes that the lease term needs to be appropriate to the premises and the proposed use. It affords Council the opportunity to negotiate a non-standard term for a lease in circumstances where:
  - The use of the premises is unable to be changed, the use is linked to a specific tenant and the tenant has a history of delivering good outcomes for the community;
  - The level of capital investment (made or planned) requires amortisation over an extended period of time; or
  - There is a licence agreement that needs to be aligned with the tenant's current lease agreement.
- 4.9 Council's *Property Policy* allows for exemptions, acknowledging that "from time to time, circumstances may arise in which prudent management of the property portfolio requires a departure from the guidance provided in this policy".
- 4.10 As described in the *South Melbourne Memorial Hall Conservation Management Plan* (October 2021), the hall was constructed in the 1920s to both honour the service of diggers during World War I and as a "useful" or "utilitarian" war memorial that would provide benefit to these same local servicemen. This understanding of its use has been enshrined in the wording of the Crown land permanent reservation for purposes of 'a Memorial to Sailors & Soldiers who served in the war of 1914'.
- 4.11 While the WWI veterans who once attended have all passed on, the Memorial Hall has been used for RSL purposes from the 1920s almost without pause through to the present.
- 4.12 The 'second life' given to the Memorial Hall by the Hellenic RSL Sub-branch is in keeping with its Crown land reservation.
- 4.13 Given that the site is situated on Crown Land permanently reserved for memorial to sailors and soldiers, and its use has primarily remained unchanged across its history, officers consider that a lease longer than the typical five (5) year term is appropriate in this instance and proposes a lease term of ten (10) years.
- 4.14 Noting no submissions were received during the public consultation period, it is recommended that a ten (10) lease be granted to the Returned & Services League of Australia (Victorian Branch) Hellenic Sub-Branch Incorporated subject to Ministerial consent.

## 5. CONSULTATION AND STAKEHOLDERS

- 5.1 In line with the 15 October 2025 Council resolution, a public notice was lodged in *The Age* newspaper on Tuesday 18 November 2025 inviting public feedback on the proposal in accordance with Council's Community Engagement Policy. A copy of the public notice is attached at Appendix 1.
- 5.2 The proposal was also published on Council's website under "Public Notices" to align with the public notice lodged in *The Age* newspaper.
- 5.3 The deadline for submissions lapsed at 11.59 pm on Thursday 15 December 2025.
- 5.4 No submissions were received by Council in response to the public notice.

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



### 6. LEGAL AND RISK IMPLICATIONS

- 6.1 The Memorial Hall at 14A Ferrars Place, South Melbourne is situated on Crown Land, with Council as the delegated land manager (Committee of Management). Any proposal to lease the site is subject to approval by the responsible Minister or delegate of the responsible Minister. Approval was granted for Council as the appointed Committee of Management to enter a lease with the proposed tenant over the land being Crown land permanently reserved for memorial to sailors and soldiers by OIC dated 24 April 1923, via Government Gazettal dated 2 May 1923, p.1153.
- 6.2 Pursuant to section 115(4) of the Act, Council undertook community engagement in accordance with its *Community Engagement Policy* in respect to the proposed intention to lease the Memorial Hall at 14A Ferrars Place, South Melbourne for a ten (10) year term.
- 6.3 While Council's tenancy agreements typically have terms of up to five (5) years, the *Property Policy* allows negotiation of non-standard lease terms. The policy stipulates that:

*"A lease term (including options) cannot exceed the maximum allowed for Crown Land in accordance with the Crown Land (Reserves) Act 1978 and Local Government Act 1989" (p.12).*

This proposed term complies with those legislative limits.

### 7. FINANCIAL IMPACT

- 7.1 In accordance with Council's *Property Policy*, Council proposes to enter into a subsidised lease agreement with an annual DEECA (Department of Energy, Environment and Climate Action) administration fee, commencing at \$488.00 plus GST in 2026, subject to a 3% annual increase.
- 7.2 It is proposed the tenant will be responsible for a schedule of maintenance and for all consumption-based charges associated with the operation of their service.

### 8. ENVIRONMENTAL IMPACT

- 8.1 The recommendation of this report is not considered to have a direct environmental impact.

### 9. COMMUNITY IMPACT

- 9.1 The recommendation of this report assists the RSL Hellenic Sub-Branch to continue its work by supporting veterans and their families, preserving Greek Australian military history, and contributing to the broader multicultural community.
- 9.2 The RSL Hellenic Sub-Branch will seek more intensive use of the Memorial Hall through hire arrangements for broader community usage that do not conflict with its continued RSL use.

### 10. GENDER IMPACT ASSESSMENT

- 10.1 The proposal is not considered to have any detrimental gender implications and is not required as the proposal relates to a property lease and not a new policy or program.

# MEETING OF THE PORT PHILLIP CITY COUNCIL

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### 11. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

11.1 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

Subject to the adoption of officer's recommendation, the following steps will be undertaken:

- 12.1.1 February 2026 – Grant and Purpose will be sought from DEECA.
- 12.1.2 February / March 2026 – Lease preparation.
- 12.1.3 March 2026 – Lease execution by Tenant and Council (as Land Manager).
- 12.1.4 April 2026 – Ministerial consent and attestation, lease fully executed.

#### 12.2 COMMUNICATION

The public notification process has provided the community with the opportunity to make submissions in respect to the proposal. Having considered that no submissions were received, Council may now determine to issue a new lease to the Returned & Services League of Australia (Victorian Branch) Hellenic Sub-Branch Incorporated.

### 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. [Public Notice - 14A Ferrars Place, South Melbourne](#) 



**NOTICE OF INTENTION TO  
LEASE PREMISES**

**MEMORIAL HALL,  
14A FERRARS PLACE,  
SOUTH MELBOURNE  
VIC 3205**

Port Phillip City Council (Council) gives public notice under section 115(4) of the *Local Government Act 2020* of its intention to lease the Memorial Hall at 14A Ferrars Place, South Melbourne VIC 3205, to Hellenic RSL Sub-Branch.

The proposed terms of the lease are as follows:

1. Term: 10 years
2. Commencement rent: \$488 per year plus GST
3. Permitted use: RSL activities

A person may provide feedback on the proposal under Council's Community Engagement Policy. Council will consider all feedback before making a decision on whether to grant the proposed lease at a future meeting of Council.

Feedback can be provided via Council's website or addressed to Kate Psomotragos and posted to Port Phillip City Council, Private Bag 3, St Kilda, VIC 3182.

Feedback can also be hand delivered to 99A Carlisle Street, St Kilda VIC 3182 or emailed to:

**[property@portphillip.vic.gov.au](mailto:property@portphillip.vic.gov.au)**.

The closing date for providing feedback is **11:59pm on 15 December 2025**.

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



13.2

### PROPOSED DISCONTINUANCE AND SALE OF PART R1831 (ADJOINING 56 PARK ROAD, MIDDLE PARK VIC 3206)

**EXECUTIVE MEMBER:** PAUL WOOD, ACTING GENERAL MANAGER, CITY INFRASTRUCTURE

**PREPARED BY:** VICKI TUCHTAN, MANAGER PROPERTY AND ASSETS  
MICHAEL MAJOR, TEAM LEADER PROPERTY OPERATIONS

#### 1. PURPOSE

- 1.1 For Council to consider whether part of R1831 (Road) adjoining 56 Park Road, Middle Park, being part of the Land contained within Certificate of Title Volume 11330 Folio 501 (described as Road R1 on Plan of Subdivision PS641059P) shown outlined below in red on the Plan of Subdivision extract (“the Road”), should be discontinued pursuant to the *Local Government Act 1989* (Vic) (“the Act”) and sold to an adjoining property owner (“the Applicant”).

#### 2. EXECUTIVE SUMMARY

- 2.1 The City of Port Phillip’s *Road Discontinuance and Sale of Roads Policy* (March 2022) sets out Council’s approach to the discontinuance and sale of roads and laneways to ensure that those roads reasonably required for public access remain open to the public and those not generally required for public access may be discontinued and the land sold.
- 2.2 By discontinuing roads and laneways, Council intends to:
  - 2.2.1 Reduce long-term maintenance costs for parcels of land that are not required for access;
  - 2.2.2 Reduce Council’s long-term financial and legal liability for roads (i.e. maintenance, cleaning and public liability);
  - 2.2.3 Improve the utility of land that is not otherwise serving a useful purpose;
  - 2.2.4 Improve local amenity for residents of the City of Port Phillip;
  - 2.2.5 Provide a mechanism for the formalisation of the occupation of parcels of land by adjoining owners; and
  - 2.2.6 Provide an equitable return to all ratepayers of the City of Port Phillip from the disposal of land from discontinued roads to private individuals.
- 2.3 The portion of Road in question is 3.7 square metres (approx.) in total land area. It is currently fenced in with an adjoining property, namely 56 Park Road, Middle Park (refer to Image 1 above).
- 2.4 The Applicant has requested that Council discontinues and sells part of the Road to them (“the Proposal”).
- 2.5 The Road is listed on Council’s Register of Public Roads, also known as part R1831.
- 2.6 This section of the Road is no longer reasonably required for general public use, as it is not used for vehicular or pedestrian access by the public to access the adjoining properties and is currently fenced within the Applicant’s residential allotment.

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



2.7 Council has no current or future municipal use of the road, thus providing the land to have a more compatible use with the adjoining property.

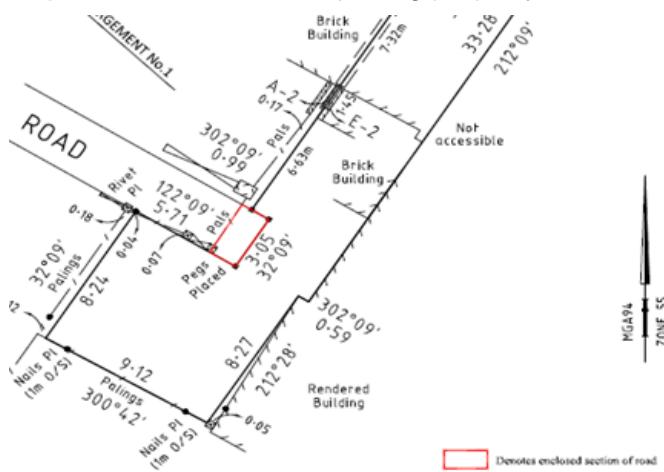


Image 1: Extract from Plan of Subdivision PS641059P

### 3. RECOMMENDATION

That Council:

- 3.1 Acting under section 17(4) of the *Road Management Act 2004* (Vic), resolves that part of R1831 be removed from Council's Register of Public Roads on the basis that the Road is no longer reasonably required for general public use for the reasons set out in this report.
- 3.2 Acting under clause 3 of Schedule 10 of the *Local Government Act 1989* (Vic) ("the Act"):
  - 3.2.1 Resolves that the statutory procedures be commenced to discontinue the Road;
  - 3.2.2 Directs that under sections 207A and 223 of the Act, public notice of the proposed discontinuance and sale of the Road be given in *The Age* newspaper;
  - 3.2.3 Resolves that the public notice required to be given under sections 207A and 223 of the Act should state that if the Road is discontinued, Council proposes to sell the land in the Road to the adjoining owner of 56 Park Road, Middle Park;
  - 3.2.4 Authorises the Chief Executive Officer, or their delegate, to undertake the administrative procedures necessary to enable Council to carry out its functions under section 223 of the Act in relation to this matter;
  - 3.2.5 Resolves to hear and consider any submissions received pursuant to section 223 of the Act at a future Council meeting; and
  - 3.2.6 If no submissions are lodged in response to the public notice, authorise the Chief Executive Officer or delegate to proceed to discontinue and sell the subject Land for \$31,500 plus GST (subject to an updated valuation) plus costs associated with the sale in accordance with Council's *Road Discontinuance and Sale of Roads Policy*.

# MEETING OF THE PORT PHILLIP CITY COUNCIL

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### 4. KEY POINTS/ISSUES

- 4.1 The Road is described as part R1 on Plan of Subdivision PS 641059P. A copy of the Plan of Subdivision is at Attachment 1.
- 4.2 The Road is approximately 3.7 square metres in total land area and is currently fenced in with the Applicant's residential allotment at 56 Park Road, Middle Park (refer Attachment 2).
- 4.3 The Applicant proposes that Council discontinues and sells this fenced-in portion of the Road to them.
- 4.4 The Applicant has agreed to pay Council's costs and disbursements associated with the proposed discontinuance of the Road, together with the market value for its transfer of the portion of the discontinued road.
- 4.5 The indicated land value of \$8,513 per square metre is based on a valuation undertaken by Westlink Consulting dated 24 October 2025. A revised valuation will be required to comply with Council's statutory obligations under the Act.

### 5. CONSULTATION AND STAKEHOLDERS

- 5.1 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:
  - 5.1.1 City Power Pty Ltd.
  - 5.1.2 City Of Port Phillip.
  - 5.1.3 Melbourne Water.
  - 5.1.4 Multinet Gas.
  - 5.1.5 NBN Co. Vic Tas.
  - 5.1.6 South East Water Corporation.
  - 5.1.7 Telstra VICTAS.
  - 5.1.8 Wag Pipeline Pty Ltd.
- 5.2 Council's Asset Management Department has advised that Council has no direct assets in or above the Road and have no objection to the Proposal.
- 5.3 A *Before You Dig* application was undertaken on 9 December 2025 with email replies received from all stated service authorities. The information received indicated that the subject Road is not affected by any adverse encumbrances.
- 5.4 Council is proceeding 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.
- 5.5 The Applicant has written to the property owners at 33 Landridge Street, and 42, 44, 46, 48, 50, 52, and 54 Park Road, Middle Park, advising owners of their intention to purchase the section of Road. At the time of writing this report, neither Council nor the Applicant had received any objection in relation to the proposal.

# MEETING OF THE PORT PHILLIP CITY COUNCIL

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5.6 If accepted by Council, Officers will notify the community of the proposal through a public notice to be published in *The Age* newspaper and on Council's website inviting submissions in accordance with section 223 of the Act.

### 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 and sell the land from that road or retain the land for itself. Council must first give notice in accordance with sections 207A and 223 of that Act.

6.2 Under section 114 of the *Local Government Act 2020* (Vic) (the 2020 Act), a Council must comply with that section if it sells or exchanges land. Section 114 requires that (unless section 116 applies) before selling or exchanging land, a Council must at least four (4) weeks prior to the sale or exchange, publish notice of its intention to do so on Council's website and in any other prescribed manner, undertake a community engagement process in accordance with its *Community Engagement Policy* (December 2025), and obtain a valuation from a person qualified under section 13DA(2) of the *Valuation of Land Act 1960* (Vic) made not less than 6 months prior to the sale or exchange.

6.3 Council has a *Road Discontinuance and Sale of Roads Policy* that enables roads that are no longer required for public access to be discontinued and sold to adjoining property owner(s).

### 7. FINANCIAL IMPACT

7.1 The Applicant has agreed to purchase the Land for its market value (plus GST). If Council proposes to transfer the Road, it will need a current valuation of the Road in accordance with the 2020 Act. This aligns with Council's *Road Discontinuance and Sale of Roads Policy*.

7.2 The Applicant has agreed to pay Council's costs and disbursements associated with the proposed discontinuance of the Road.

7.3 An independent valuation of the land dated 24 October 2025 determined the market value at \$8,513 per square metre excluding GST. In accordance with Council's *Road Discontinuance and Sale of Roads Policy*, the value attributed to the land in the Road is based on the following assumptions:

7.3.1 The Road is valued on a "direct comparison on land value rate", taking into consideration restrictions due to the shape and location of the site, and the limited width of the site restricts potential redevelopment of the site in isolation without consolidation with adjoining property; and

7.3.2 No discount is applicable to the full land value due to the limited purchasing market for the Road.

7.4 A revised market valuation will be required if the proposal is supported by Council.

### 8. ENVIRONMENTAL IMPACT

8.1 The Proposal is not considered to have or contribute to any detrimental environmental implications.

# MEETING OF THE PORT PHILLIP CITY COUNCIL

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### 9. COMMUNITY IMPACT

- 9.1 Council will facilitate the discontinuance and sale of roads where appropriate consultation has occurred, legislative requirements have been met, and it is considered that road discontinuance and sale is in the best interest of the wider community.
- 9.2 The proposed discontinuance and sale of the Road will enable the land in the Road to be re-purposed.
- 9.3 If Council resolves to discontinue and sell the Road, proceeds from the sale will go into Council's Strategic Property Reserves used to support the acquisition and development of Council's property portfolio.

### 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 The proposal aligns with the Strategic Direction 6 in the Plan for Port Phillip 2025-35: A trusted and high-performing organisation, where our community and our organisation are in a better place as a result of our collective efforts.
- 11.2 This aligns with Council's *Road Discontinuance and Sale of Roads Policy* and *Community Engagement Policy*.

### 12. IMPLEMENTATION STRATEGY

#### 12.1 TIMELINE

- 12.1.1 Council is required to comply with Section 114 of the 2020 Act and clause 3 of schedule 10 of the Act. This section requires Council to give at least four (4) weeks public notice of its intention to sell land and undertake a community engagement process in accordance with Council's *Community Engagement Policy*.
- 12.1.2 The public notice will provide any person with an opportunity to make a submission in response to the public notice and an opportunity to speak to the submission.
- 12.1.3 Section 10 of the Act also requires a valuation of the subject land to be undertaken that is not more than six (6) months old. This will be undertaken should the proposal be supported by Council.
- 12.1.4 If no objections are received and the Proposal is approved:

- Part R1831 will be removed from Council's Register of Public Roads on the basis that the Road is no longer reasonably required for general public use for the reasons set out in this report;
- A notice will be published in the Victorian Government Gazette to formally discontinue the Road; and
- A contract of sale for the discontinued Road and transfer of the discontinued Road pursuant to section 207D of the Act will be prepared by Council's solicitors.

# MEETING OF THE PORT PHILLIP CITY COUNCIL

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### 12.2 COMMUNICATION

- 12.2.1 The public notification process will provide the community with the opportunity to make submissions in respect of the Proposal. If no submissions are received, Council can determine to discontinue and sell the Road.
- 12.2.2 The Applicant will be advised of the final Council decision and the reasons for it within five (5) business days of the Council meeting.

### 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. Plan of Subdivision PS 641059P [Download](#)
2. Aerial Image - Proposed Road Discontinuance 56 Park Road, Middle Park VIC [Download](#)



## Imaged Document Cover Sheet

**The document following this cover sheet is an imaged document supplied by LANDATA®, Secure Electronic Registries Victoria.**

Document Type	<b>Plan</b>
Document Identification	<b>PS641059P</b>
Number of Pages (excluding this cover sheet)	<b>3</b>
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Attachment 1: Plan of Subdivision PS 641059P

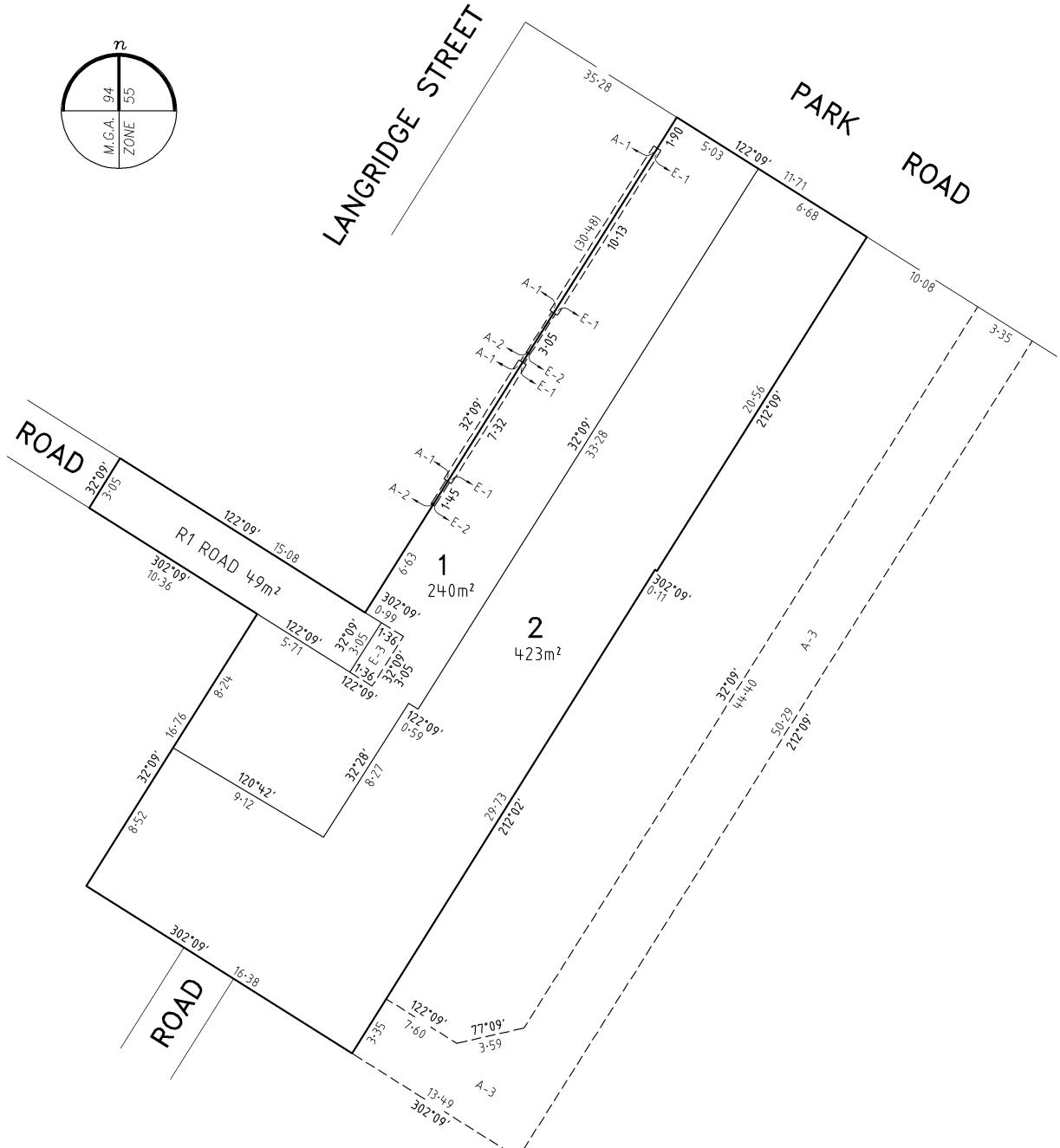
Signed by Council: Port Phillip City Council, Council Ref: P1223/2010, S116/2010, Original Certification: 08/06/2011, Recertification: 14/07/2011, S.O.C.: 14/07/2011, Amendments accepted: 25/01/2012

		Stage No.	LRS use only	Plan Number
<b>PLAN OF SUBDIVISION</b>		<b>EDITION 1 PS 641059P</b>		
Parish: CITY OF SOUTH MELBOURNE PARISH OF MELBOURNE SOUTH Township: _____ Section: 64A Crown Allotment: 10 (PART) & 11 (PART) Crown Portion: Title Reference: VOL.6441 FOL.101, VOL.7804 FOL.113 VOL. 8155 FOL. 379 Last Plan Reference: TP417067E, TP402783K TP242189M Postal Address: 56 & 58 PARK ROAD & (at time of subdivision) 1/31 LANGRIDGE STREET, MIDDLE PARK, 3206 MGA Co-ordinates (of approx. centre of land in plan) E 321102 Zone: 55 N 5808409		<b>Council Certification and Endorsement</b> Council Name: CITY OF PORT PHILLIP Ref: 1. This plan is certified under section 6 of the Subdivision Act 1988. 2. This plan is certified under section 11(7) of the Subdivision Act 1988. Date of original certification under section 6 / / 3. This is a statement of compliance issued under section 21 of the Subdivision Act 1988. <b>OPEN SPACE</b> (i) A requirement for public open space under section 18 of the Subdivision Act 1988 has/not been made. (ii) The requirement has been satisfied. (iii) The requirement is to be satisfied in Stage..... Council Delegate Council Seal Date / / Re-certified under section 11(7) of the Subdivision Act 1988 Council Delegate Council Seal Date / /		
<b>Vesting of Roads and/or Reserves</b> Identifier Council/Body/Person R1 ROAD CITY OF PORT PHILLIP		<b>Notations</b> <b>Staging</b> This is/is not a staged subdivision Planning Permit No. <b>Depth Limitation</b> DOES NOT APPLY <b>Other Purpose of Plan:</b> TO REMOVE CARRIAGeway EASEMENTS OVER THE LAND COLOURED BLUE AND GREEN SHOWN ON TP242189M <b>Grounds For Removal of Easement:</b> CITY OF PORT PHILLIP PLANNING PERMIT No: P1223/2010		
<b>Survey</b> This plan is/is not based on survey This survey has been connected to permanent marks no(s) _____ In Proclaimed Survey Area No. _____				
<b>THIS IS A SPEAR PLAN</b>				
<b>Easement Information</b>				
Legend: E – Encumbering Easement, Condition in Crown Grant in the Nature of an Easement or Other Encumbrance      A – Appurtenant Easement R – Encumbering Easement (Road)				
Subject Land	Purpose	Width (metres)	Origin	Land Benefited/In Favour Of
E-1 A-1 E-2 A-2 E-3 A-3	PARTYWALL PARTYWALL PARTYWALL PARTYWALL SEWERAGE CARRIAGeway	0.12 0.12 0.06 0.06 SEE PLAN SEE PLAN	INST. No. 1210060 INST. No. 1210060 INST. No. 1210060 INST. No. 1210060 THIS PLAN INST. No. 2433274	SEE INST. No. 1210060 SEE INST. No. 1210060 SEE INST. No. 1210060 SEE INST. No. 1210060 SOUTH EAST WATER LIMITED VOL. 7804 FOL. 113
<b>LRS use only</b> Statement of Compliance/ Exemption Statement Received <input checked="" type="checkbox"/> DATE: 23/12/2011				
<b>LRS use only</b> PLAN REGISTERED TIME: 5:43 PM DATE: 03/02/2012 <b>MARK SPENCE</b> Assistant Registrar of Titles				
Sheet 1 of 2 sheets				
<b>Bosco Jonson Pty Ltd</b> A.BN 95 282 532 642 P.O. Box 5075, South Melbourne, Vic 3205 16 Eastern Road South Melbourne Vic 3205 Australia DX 20524 Emerald Hill Tel 03) 9699 1400 Fax 03) 9699 5992		LICENSED SURVEYOR (PRINT) SCOTT WYLLIE SIGNATURE ..... DIGITALLY SIGNED ..... DATE / / REF 7601003 24/01/12 VERSION G DWG 760100BG		
..... DATE / / COUNCIL DELEGATE SIGNATURE Original sheet size A3				

Signed by: SCOTT JOHN WYLLIE (Bosco Jonson Pty Ltd) Surveyor's Plan Version (G) SPEAR Ref S010632B 24/01/2012, Amended: 24/01/2012.

Attachment 1: Plan of Subdivision PS 641059P

Signed by Council: Port Phillip City Council, Council Ref: P1223/2010, S116/2010, Original Certification: 08/06/2011, Recertification: 14/07/2011, S.O.C.: 14/07/2011, Amendments accepted: 25/01/2012

PLAN OF SUBDIVISION		Stage No.	Plan Number
			<b>PS 641059P</b>
			
<b>Bosco Jonson Pty Ltd</b> A.B.N 95 282 532 642 P.O. Box 5075, South Melbourne, Vic 3205 16 Eastern Road South Melbourne Vic 3205 Australia DX 20524 Emerald Hill Tel 03) 9699 1400 Fax 03) 9699 5992		Sheet 2 ----- DATE / / ----- COUNCIL DELEGATE SIGNATURE Original sheet size A3	
ORIGINAL SCALE 1:200	SHEET SIZE A3	SCALE 2 0 4 8 LENGTHS ARE IN METRES	LICENSED SURVEYOR (PRINT) SCOTT WYLLIE SIGNATURE _____ DIGITALLY SIGNED _____ DATE / / REF 7601003 24/01/12 VERSION G DWG 760100BG

Signed by: SCOTT JOHN WYLLIE (Bosco Jonson Pty Ltd) Surveyor's Plan Version (G) SPEAR Ref S010632B 24/01/2012, Amended: 24/01/2012.

**Plan of Subdivision PS641059P**  
**Certifying a New Version of an Existing Plan with Statement of**  
**Compliance (Form 22)**



**SUBDIVISION (PROCEDURES) REGULATIONS 2000**

SPEAR Reference Number: S010632B  
Plan Number: PS641059P  
Council Name: Port Phillip City Council  
Council Reference Number 1: P1223/2010  
Council Reference Number 2: S116/2010  
Surveyor's Plan Version: G

**Certification**

This plan is certified under section 11 (7) of the Subdivision Act 1988  
Date of original certification under section 6: 08/06/2011  
Date of previous recertifications under Section 11(7): 27/06/2011

**Statement of Compliance**

This is a statement of compliance issued under section 21 of the Subdivision Act 1988

**Public Open Space**

A requirement for public open space under section 18 of the Subdivision Act 1988

Has not been made

Digitally signed by Council Delegate: Ian Romeril  
Organisation: Port Phillip City Council  
Date: 14/07/2011

Signed by: Ian Romeril (Port Phillip City Council) 14/07/2011



# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



13.3

### AUDIT AND RISK COMMITTEE - APPOINTMENT OF CHAIRPERSON 2026

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

**PREPARED BY:** JULIE SNOWDEN, HEAD OF RISK AND ASSURANCE

#### 1. PURPOSE

1.1 To appoint a Chairperson of the Audit and Risk Committee for the 2026 calendar year.

#### 2. EXECUTIVE SUMMARY

2.1 Council is required by the Local Government Act 2020 to establish an Audit and Risk Committee as an advisory committee of the Council.

2.2 The membership composition and functions of the Audit and Risk Committee are set out in the Committee Charter.

2.3 In accordance with the Charter, Council must appoint one of the three independent members as Chairperson each calendar year.

2.4 At its meeting on 16 December 2025, the Audit and Risk Committee considered the appointment of the Chairperson for the 2026 calendar year.

2.5 One nomination was received, and the Committee unanimously recommended the reappointment of Brian Densem as Chairperson.

#### 3. RECOMMENDATION

That Council:

3.1 Appoints Brian Densem to the position of Chairperson of the City of Port Phillip Audit and Risk Committee for the 2026 calendar year, commencing 01 January 2026 and concluding 31 December 2026.

#### 4. KEY POINTS/ISSUES

4.1 The Local Government Act 2020 (the Act) requires Council to establish an Audit and Risk Committee as an advisory committee.

4.2 The Committee Charter specifies the membership structure as follows:

- The Mayor and one other Councillor; and
- Three (3) independent members, one of whom is appointed by Council as Chairperson.

4.3 The Committee considered the appointment of the Chairperson for 2026 at its 16 December 2025 meeting.

4.4 One nomination was received, and the Committee unanimously endorsed Brian Densem for the role.

4.5 Council approval is therefore sought for this appointment.

# MEETING OF THE PORT PHILLIP CITY COUNCIL

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### 5. CONSULTATION AND STAKEHOLDERS

- 5.1 Permanent members of the Audit and Risk Committee nominate the Chairperson for the following calendar year at the final Committee meeting of the year.
- 5.2 Brian Densem satisfies these requirements and has successfully served as Chairperson in previous years.

### 6. LEGAL AND RISK IMPLICATIONS

- 6.1 Independent members appointed to the Audit and Risk Committee must meet the professional experience and qualification requirements outlined in the Charter.

### 7. FINANCIAL IMPACT

- 7.1 Remuneration for independent Audit and Risk Committee members is provided for in the annual budget.

### 8. GENDER IMPACT ASSESSMENT

- 8.1 A gender impact assessment is not required for this decision. Inclusive and bias-free recruitment and appointment practices form part of Council's Gender Equality Action Plan and underpin current recruitment and nomination processes.

### 9. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY

- 9.1 An engaged and empowered community / A trusted and high performing organisation: This report supports Council's commitment to transparent governance, strong financial stewardship and effective risk management, as outlined in the Council Plan.

### 10. OFFICER MATERIAL OR GENERAL INTEREST

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

#### ATTACHMENTS

Nil

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



### 14. NOTICES OF MOTION

14.1 *Notice of Motion - Councillor Crawford - Clarke Reserve Dog Off Leash Area* ..... 115

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



14.1

### NOTICE OF MOTION - COUNCILLOR CRAWFORD - CLARKE RESERVE DOG OFF LEASH AREA

**I, Councillor Louise Crawford, give notice that I intend to move the Motion outlined below at the Meeting of Council on 4 February 2026:**

That Council:-

1. Requests Council officers to undertake community engagement regarding the future use of part of Clarke Reserve in Elwood as a fenced dog off-leash area.
2. Requests that engagement be conducted concurrently with the planned April 2026 engagement regarding changes to dog restrictions.

### Supporting Information

#### *Background*

- Council officers undertook community engagement between 8 March and 11 April 2025 on several proposed changes to dog on and off-leash restrictions across the municipality. During this engagement process, Council officers heard that there are not enough dog off-leash areas in Elwood.
- To address this, at the 20 August 2025 Ordinary Meeting of Council, Council requested that Council officers investigate changing Point Ormond Reserve and the section of beach north of the Point Ormond rock groyne in Elwood to a dog off-leash area, as well as Anzac Gardens in South Melbourne, subject to heritage advice and community engagement.
- Council officers are planning to undertake community engagement on these sites in April 2026.

#### *Public open space in Elwood*

- Elwood has approximately 34 hectares of public open space, most of which is located along the Elwood Foreshore.
- There are three shared dog off-leash areas in Elwood, including Clarke Reserve, Head Street Reserve and MO Moran Reserve. There is one fenced dog off-leash area located within MO Moran Reserve.
- From 1 April to 31 October, dogs are permitted to be off-leash on Elwood Beach at all times. From 1 November to 31 March, dogs are only allowed on the sand during the hours of 7:30PM to 10:00AM the next day between the rock groyne south of Point Ormond and Elwood Angling Club.
- Clarke Reserve is a shared dog off-leash area and includes a play space, paths and lighting.

#### *Plans for Clarke Reserve*

- Council is currently planning upgrades to the play space at Clarke Reserve. The first stage of community engagement to inform the future design of the play space was held between 17 November and 21 December 2025.

# MEETING OF THE PORT PHILLIP CITY COUNCIL

## 4 FEBRUARY 2026



- The community have provided feedback that better separation is required between the dog off-leash area and the play space. Fencing of the play space is being considered through the planned upgrade.

### Alignment with Council strategy and policy

- The *Plan for Port Phillip 2025- 35* includes an outcome to '*deliver a program of new fenced dog parks across the City to cater for growing demand*'.
- Council's *Dog Off-Leash Guideline* includes design guidelines for consideration when planning a fenced dog off-leash area.

MEETING OF THE PORT PHILLIP CITY COUNCIL  
4 FEBRUARY 2026



**15. REPORTS BY COUNCILLOR DELEGATES**

**16. URGENT BUSINESS**

**17. CONFIDENTIAL MATTERS**

Nil