



MEETING OF THE PORT PHILLIP CITY COUNCIL

MINUTES

20 MAY 2026



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**MINUTES OF THE MEETING OF THE PORT PHILLIP CITY COUNCIL HELD
20 MAY 2026 IN ST KILDA TOWN HALL AND VIRTUAL VIA TEAMS**

The meeting opened at 6:30pm.

IN ATTENDANCE

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

Brian Tee, Acting Chief Executive Officer, Kylie Bennetts, General Manager Community Wellbeing, Peter Benazic, General Manager, City Infrastructure, Daniel Lew, Director, People and Experience, James Gullan, Acting General Manager, Governance and Performance, Peter Liu, Chief Financial Officer, Mike Fisher, Manager City Planning and Sustainability, Christine Dening, Manager Community Building and Inclusion, Disa Linden-Perlis, Coordinator Community and Social Planning, Josh Badenoch, Coordinator Diversity, Equity and Inclusion, Vicki Tuchtan, Manager Property and Assets, Emily Williams, Senior Council Business Advisor.

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

1. APOLOGIES

Nil.

The Mayor noted that Chris Carroll, Chief Executive Officer, was unable to attend the meeting, and Brian Tee, General Manager, City Development would assume the role of Chief Executive Officer.

2. CONFIRMATION OF MINUTES

Moved Crs Mears/Thomann

That the minutes of the Meeting of the Port Phillip City Council held on 6 May 2026 be confirmed.

A vote was taken and the MOTION was CARRIED unanimously.

3. DECLARATIONS OF CONFLICTS OF INTEREST

Mayor Makin declared a general conflict of interest in relation to item 8.2 *Advisory Committee nominations* due to close association with applicants contained in the recommendations.



4. PUBLIC QUESTION TIME AND SUBMISSIONS

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

Public Question Time:

- **Frank Artuso:** Under Governance Rules 53.13 and 54.5 what is the timeframe for publishing responses to public and Councillor questions taken on notice on the Council website?

Before Councillors consider adoption of the "Roadmap to Zero" strategy, when will the public receive the same summary of the 540 community consultation submissions provided to Councillors? How can the community determine whether the final strategy reflects community feedback or other supporting empirical evidence if the consultation summary is unavailable before adoption? Which Melbourne Councils have implemented or trialed 30km/hr local road speed limits, and what measurable safety outcomes have been recorded, including reduction in casualties and serious injuries? Which State and Federal road safety grants are linked to adoption of the "Roadmap to Zero" strategy in the draft 2026/27 budget and future budgets? Which metropolitan Councils adopting similar road safety strategies have subsequently received increased road safety funding?

Austrroads is the national peak body for road standards, safety and research. Their Parts 2, 3 and 7 road safety guidelines provide foundational context for "Roadmap to Zero." What additional evidence informed the strategy?

James Gullan, Acting General Manager, Governance and Performance stated that under the Governance Rules 53.13 and 54.5 where a question is taken on notice a written response must be provided and published on Council's website as soon as practicable. While the rules do not prescribe a fixed timeframe, Council officers aim to prepare and publish responses as promptly as possible and generally in advance of the next meeting wherever practicable. This approach supports transparency while ensuring responses are accurate and appropriately reviewed prior to publication. James Gullan advised Frank that if there were any specific questions that they were awaiting a response for, that they could contact them directly.

Mike Fisher, Manager City Planning and Sustainability stated that the engagement summary has been completed and is available on Council's Have Your Say webpage. This was posted in April and ensures the community has the same access to the same summary of consultation provided to the Councillors ahead of consideration of the final strategy. The engagement summary is available to the community and clearly outlines what Council has heard from qualitative (open text comments) and quantitative (multiple choice responses). The final Roadmap to Zero strategy will incorporate an engagement outcomes section outlining the key themes raised through consultation on how these themes have influenced the strategy. A number of metropolitan Melbourne Councils have introduced or trialed 30km/h speed limits in local areas, particularly with an activity center or high pedestrian environments. These include, but not limited to, City of Yarra, City of Melbourne, and City of Stonnington. Evidence from these implementations, as well as broader safety research, indicates that lower speed environments are associated with reduced severity of crashes where they occur, increased pedestrian and bike rider safety outcomes, and increased perception of safety and street usability. It was noted that Monash University Accident Research Centre evaluated the 30km/h speed limit trial in the City of Yarra and their findings suggest, that with widespread use, 30km/h local speed limits and residential local streets have promised to be a useful intervention for saving lives and serious injury to vulnerable road users in residential areas.



Road safety grants from State and Federal funding streams generally require Council's to demonstrate strategic alignment, evidence based planning, and a clear commitment to improving safety outcomes. This includes demonstrating alignment with the safe system approach. Adoption of the Roadmap to Zero strategy strengthens Council's eligibility and competitiveness for a range of external funding opportunities including State Government road safety programs, Federal road safety black spot and infrastructure grant programs, and Transport Accident Commission grant funding opportunities.

A number of metropolitan Councils have established road safety strategies including Stonington, Maribyrnong, Darebin, Bayside and Moonee Valley. However, I am unable to provide a comment on their success in securing external funding for safety improvements. As stated earlier, Council's with a clear strategic framework are generally better positioned to access funding. The Roadmap to Zero strategy also aligns with national and Victorian Vision Zero road safety strategies based on the safe system principles. It also reflects Victorian government's Speed Zone Policy 2025 and ensures these approaches are applied in a way that reflect local conditions in Port Phillip including street types and how people travel within the municipality.

- **Brad Every:** In relation to the closure of the long-loved and established cafe, the Banff. How we have managed to get here is beyond my understanding. I would expect that the Council and the officers who duly represent the community would have this happen in our back yard. I would have thought that the council would be interested in preserving businesses around in the already struggling Fitzroy Street. The revitalisation of St Kilda's Acland Street and Fitzroy Street is becoming a piecemeal joke amongst the community that you serve. The inability to take action has tainted the reputation of the community and businesses alike. Where were our Councillors, to interface between The Banff, the landlord and relevant departments to work a solution in mitigating the closure of a beloved establishment of 40 years? Instead, a hangman in the form of the health department and council forced the landlord's hand, thus irreversibly closing the establishment without a second of thought. The Banff café was an icon of St Kilda, with a proud history of 40 years. It was more than a café, it was a third space for our extended community, a place of depth and character, its staff and owners were extended family, and its premises were our second lounge room. What steps have Councillors and officers taken to help both the tenant and landlord resolve this issue?

Brian Tee, General Manager City Development stated that Council has a proud record of providing significant business support and resources to traders to help them succeed. In addition to that responsibility to traders, Council does have a responsibility and legal regulatory compliance obligation to ensure that buildings meet required safety and building standards. In this case significant compliance issues were identified within the building which created an extreme risk to life, safety and health of the occupants of the building and the surrounding residents. These were formally communicated to both the owner and the occupier. Legally and morally Council could not stand by, Council had to act to protect staff, the building residents, and the community. The decision to close the premises was ultimately a matter between the occupier and the tenant. Council understands that the owner has decided to address the issues to achieve full compliance with the building safety standards and Council sincerely hopes that these works are undertaken expeditiously so business and activity can return to the site.



Council Report Submissions:

Item 13.1 Plan for Port Phillip (including budget) 2025-35 (Year 2): Hearing of Community Feedback

- April Seymore
- Bernie Marshall
- Glen Macann
- Victoria Hartcup
- Jan Cossar
- Linh Tran
- Caroline Thompson
- Tammy Lidano
- Carol-Ann Allen
- Meenakshi Bhardwaj
- Rodney Gilbert
- Philip Seymour
- Stevie Archer

5. COUNCILLOR QUESTION TIME

- **Councillor Halliday:** What is Councillors role in health and safety compliance within the City of Port Phillip?

Daniel Lew, Director People and Experience stated that Councillors play an important role in the governance and oversight of health and safety within the organisation. However, it is important to be clear that this role is existing from operational responsibility. The day to day management of occupational health and safety including the implementation of systems, procedures, and controls sits with Chief Executive Officer and Council officers. From a governance perspective, Councillors have a responsibility to exercise due diligence to ensure that Council is meeting its obligations under relevant health and safety legislation. This includes being satisfied that the appropriate policies, frameworks, and resources are in place to effectively manage risk to staff, contractors and the community and that those systems are operating as intended. In practical terms, this means Councillors contribute by setting expectations around a strong safety culture, approving strategies, policies and budgets that support health and safety outcomes, and reviewing information provided by officers regarding safety performance, risk and incidents. Councillors also play a role in asking informed questions and seeking assurance where required.

Councillor Halliday followed up specifically about the Banff café and health and safety in a commercial premises. Do we have any role as Councillors in that circumstance? Or is that entirely operational and therefore not under our purview?

Brian Tee, Acting Chief Executive Officer stated that there is a role for Councillors in ensuring that Council officers have the resources they need. Ultimately, Council officers in this circumstance, and more broadly in these cases, are acting in accordance with State legislation, and Councillors do not have an opportunity to or nor should they influence the outcome of those investigations.

Mayor Makin followed up to ask that when Council becomes aware of an issue in relation to the safety and integrity of the building, Council needs to act accordingly correct?

Brian Tee, Acting Chief Executive Officer stated that Council has a legislated obligation to properly investigate, and depending on the outcome of those investigations, respond.



Councillor Thomann: Followed up, if a problem is identified within a venue, does Council give the building owner enough time to rectify the problem before it has to be closed down?
Brian Tee, General Manager City Development stated that the way Council seeks to operate is to have the most minimalist impact. Once made aware of an issue, Council will investigate and provide those findings to a business and include rectification measures that are required. There is an opportunity to discuss those in case Council have missed anything. That investigation and outcome is then formalised and an opportunity is then provided to address any issues. Council's primary concern and legislative concern is the health and safety of the occupants and the community. Sometimes there is not a significant amount of time to act but generally, Council's approach is to seek to rectify matters rather than see an operation close.

- **Councillor Jay:** Is there a Councillor briefing scheduled on the St Kilda Police and Citizen's Youth Club (PCYC)?

Kylie Bennetts, General Manager Community Wellbeing stated that yes there is a briefing scheduled for 27 May 2026 with Councillors and PCYC.

6. PETITIONS, JOINT LETTERS AND DEPUTATIONS

Nil.

The Mayor adjourned the meeting for a break at 7:22pm.

The meeting resumed at 7:33pm.

7. PRESENTATION OF CEO REPORT

7.1 Presentation of CEO Report Issue 127 – Third Quarter Review

PURPOSE

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

Moved Crs Halliday/Thomann

That Council:

- 3.1 Notes the CEO Report – March 2026 Issue 127 – Third Quarter Review (Attachment 1) and that this will be made available on Council's website.
- 3.2 Authorises the CEO or their delegate to make minor editorial amendments that do not substantially alter the content of the report.

A vote was taken and the MOTION was CARRIED unanimously.



8. A HEALTHY AND CONNECTED COMMUNITY

8.1 Community Infrastructure Plan

PURPOSE

- 1.1 To provide the *Community Infrastructure Plan Community Consultation Engagement Report* to Council for noting (Attachment 1).
- 1.2 To present the proposed final Community Infrastructure Plan to Council for endorsement (Attachment 2).

The following questions were taken on notice during discussion of the item:

- **Councillor Mears:** In respect to the Lakeside Ward, can you advise the open space contributions over the last five years, or if not available, over the last year. In doing so, can you advise the direct local benefits of those contributions?

Christine Dening, Manager Community Building and Inclusion took the question on notice.

- **Councillor Jay:** What percentage of the open space funds over the last five years collected from St Kilda Road have been used directly in the wedge between Kings Way and St Kilda Road benefiting those residents and ratepayers from the development in those areas?

Brian Tee, Acting Chief Executive Officer took the question on notice.

Moved Crs Makin/Mears

That Council:

- 3.1 Thanks, all community members and organisations that have contributed to the development of the Community Infrastructure Plan.
- 3.2 Notes the report on the community feedback received during phase 1 and phase 2 engagement of the draft Community Infrastructure Plan (Attachment 1).
- 3.3 Adopts the proposed final Community Infrastructure Plan (Attachment 2) and authorises the Chief Executive Officer, or their delegate, to make minor amendments to the Plan that do not materially alter its intent.
- 3.4 Notes the methodology of the Community Infrastructure Plan is based on recognised suburbs, and requests that the CEO (or their delegate) includes an attachment in the final Community Infrastructure Plan to highlight high growth locations and community infrastructure needs within the City of Port Phillip specifically the Lakeside, Domain, Montague, Sandridge and Wirraway Precincts.
- 3.5 Requests that the Chief Executive Officer (or their delegate) develops more detailed, localised data and analysis for high-growth locations Lakeside and Domain, to identify community infrastructure needs and allocates \$10,000 to enable local level analysis to occur and requests that the CEO (or their delegate) determines an appropriate funding source.

A vote was taken and the MOTION was CARRIED unanimously.



Mayor Makin declared a general conflict of interest in relation to item 8.2 *Advisory Committees Nominations* and left the chamber at 8:15pm. Deputy Mayor Mears assumed the role of chair for this item.

8.2 Advisory Committees Nominations

- 1.1 To update the community members recommended for Council's Advisory Committees (Attachment 1) and seek endorsement of shared Terms of Reference (Attachment 2) and the Committee Framework (Attachment 3).

Deputy Mayor Mears adjourned the meeting at 8:24pm.

The meeting resumed at 8:30pm.

Moved Crs Thomann/Hardy

That Council:

- 3.1 Thanks, all community members who expressed an interest in participating in Council's advisory committees and invites those applicants who have been unsuccessful to be involved in other forms of community engagement and civic involvement at the City of Port Phillip.
- 3.2 Notes the Advisory Committee recruitment process and endorses the proposed committee members as outlined in **confidential Attachment 1** and authorises the release of the names of successful committee members.
- 3.3 Endorses the proposed shared Advisory Committee Terms of Reference as outlined in **Attachment 2**.
- 3.4 Amends the Committee Framework (**Attachment 3**) to allow attendance at Committee meetings by the relevant Level 3 Manager, or their delegate, provided the delegate is listed in the Councillor Contact Guidelines, and that Councillors are to be consulted on the appointment of new members if vacancies arise during the course of the membership term.
- 3.5 Authorises the Chief Executive Officer, or their Delegate the ability to make minor amendments to **Attachments 2 and 3** that do not materially alter their intent.
- 3.6 Authorises the Chief Executive Officer, or their delegate, to amend the eligibility criteria for the Youth Advisory Committee so that the term for an individual concludes at the age of 26.

A vote was taken and the MOTION was CARRIED unanimously.

Mayor Makin returned to the meeting and assumed the role of chair at 8:39pm.

9. AN ENVIRONMENTALLY SUSTAINABLE AND RESILIENT CITY

Nil.



10. A SAFE AND LIVEABLE CITY

Nil.

11. A VIBRANT AND THRIVING COMMUNITY

Nil.

12. AN ENGAGED AND EMPOWERED COMMUNITY

12.1 Councillor Expenses Monthly Reporting - April 2026

PURPOSE

- 1.1 To report on the expenses incurred by Councillors during April 2026 in accordance with the Councillor Expenses and Support Policy.

Moved Crs Halliday/Jay

That Council:

- 3.1 Notes the monthly Councillor expenses report for April 2026 (**Attachment 1**) and that this will be made available on Council's website.

A vote was taken and the MOTION was CARRIED unanimously.

13. A TRUSTED AND HIGH-PERFORMING ORGANISATION

13.1 Plan for Port Phillip (including budget) 2025-35 (Year 2): Hearing of Community Feedback

PURPOSE

- 1.1 To receive and hear community feedback on the draft Plan for Port Phillip (including Budget 2026/27) 2025-35 (Year Two).

The following question was taken on notice during discussion of the item:

- **Councillor Thomann:** In relation to the budget request received by St Kilda Primary School to explore joint use of the new indoor school Community Hall. Could funds for this be utilised from the open space contributions fund for this purpose?

Peter Liu, Chief Financial Officer took the question on notice.

Moved Crs Makin/Halliday

That Council:

- 3.1 Thanks the Community who have provided their feedback at the 20 May 2026 Special Meeting of Council as part of the draft, Plan for Port Phillip (including Budget 2026/27) 2025-35 (Year 2).

A vote was taken and the MOTION was CARRIED unanimously.



The Mayor adjourned the meeting for a break at 8:55pm.

The meeting resumed at 9:11pm.

13.2 Third Quarter 2025-26 Financial Review

PURPOSE

- 1.1 To provide Council with an overview of the results of the third quarter 2025/26 Financial review including performance to budget (as required under Section 97 of the Local Government Act 2020) and seek approval for any unbudgeted items.

Moved Crs Buckingham/Halliday

That Council:

- 3.1 Notes that forecast full year cumulative cash surplus is \$0.26 million which is \$0.28 million lower than budget of \$0.54 million.
- 3.2 Notes attachment 1 – Financial Statements with accompanying explanatory notes.
- 3.3 Notes the allocation from the Social Cohesion budget: \$23,500 for Port Phillip Volunteering Festival and Community Notice Board Network in Port Phillip; and \$10,000 for Special Olympics Victoria.
- 3.4 Notes attachment 2 – Portfolio updates.
- 3.5 Notes in accordance with Section 97(3) of the Act, the Chief Executive Officer supported by the Chief Financial Officer, concludes that a revised budget for 2025/26 is not required.
- 3.6 Authorises the Chief Executive Officer, or their delegate, to reflect any changes made by Council at tonight's meeting, and to make minor typographical corrections (including in any attachments to the report) before final publication.
- 3.7 Acknowledges the importance of PCYC and thanks the new Board for their community service;
- 3.8 Notes that a briefing is scheduled for Wednesday 27 May 2026 to enable Councillors to understand in more detail the request for support received from PCYC;
- 3.9 Requests that following this briefing a report is brought back to Council at the 3 June meeting on funding options that Council could consider to support PCYC in its efforts to reopen the gym and stabilise this important community service;
- 3.10 Requests that the report consider funding options in the 2025/26 financial year and in future budgets.

A vote was taken and the MOTION was CARRIED unanimously .



13.3 Contract Award RFT000390 Childcare Centre Outdoor Spaces - Maintenance and Audits

PURPOSE

- 1.1 To present the Evaluation Report for Tender RFT000390 Childcare Centre Outdoor Spaces – Maintenance and Audits, and to recommend the awarding of the contract to Sanpoint Pty Ltd ATF Fiore Family Trust T/A LD Total (ABN 83 124 196 482).

Moved Crs Thomann/Halliday

That Council:

- 3.1 Notes that this tender is for the award of a new contract related to general maintenance and auditing of the outdoor spaces, and sand and mulch replenishment, at 18 Childcare Centres.
- 3.2 Awards tender RFT000390 Childcare Centre Outdoor Spaces – Maintenance and Audits to Sanpoint Pty Ltd ATF Fiore Family Trust T/A LD Total for an initial period of three (3) years, in the amount of \$1.52M including GST, with an option to extend the contract by a further 3-year term at Council's discretion, at a cost of \$1.65M including GST.
- 3.3 Notes the maximum term of the contract, including the additional term, is six (6) years with a total value estimated at \$3.17M including GST.
- 3.4 Authorises the Chief Executive Officer, or their delegate, to execute the Contract Document on behalf of Council.
- 3.5 Notes that the contract includes contingency as detailed in **confidential attachment 1**.
- 3.6 Authorises the Chief Executive Officer, or their delegate, to execute the extension option as and when required, subject to the satisfactory performance of Sanpoint Pty Ltd ATF Fiore Family Trust T/A LD Total and the business needs of Council.

A vote was taken and the MOTION was CARRIED unanimously.

13.4 Councillor Social Media Policy

- 1.1 To present the Councillor Social Media Policy for Council endorsement.

The following question was taken on notice during discussion of the item:

- **Councillor Jay:** Are State and Federal politicians held to this level of prescriptive social media policy?

James Gullan, Acting General Manager Governance and Performance took the question on notice.

Moved Crs Crawford/Halliday

That Council:



- 3.1 Notes that social media is continually evolving and requires users, including Councillors, to adapt their approach over time. Our community has a strong presence on social media, making it one of Council's most effective communication channels.
- 3.2 Endorses the Councillor Social Media Policy. **(Attachment 1)**.
- 3.3 Authorises the Chief Executive Officer, or their delegate, to make minor changes to the Social Media Policy that do not materially alter its intent.

A vote was taken and the MOTION was CARRIED.

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

AGAINST: Cr Hardy

EXTENSION OF TIME

Moved Crs Makin/Mears

That Council in line with provision 10.2 of the Governance Rules extends the meeting on 20 May by 30 minutes (until 10:30pm).

A vote was taken and the MOTION was CARRIED unanimously.

14. NOTICES OF MOTION

Nil.

15. REPORTS BY COUNCILLOR DELEGATES

Deputy Mayor Mears reported to Council that they were given the opportunity to visit the Police Academy in Glen Waverley. Deputy Mayor Mears stated it was great to see the 400 police recruits working through the system and various activities, and encouraged anyone if they have the opportunity to attend, to do so.

Mayor Makin reported as the Councillor delegate to the Municipal Association of Victoria (MAV) in relation to agenda item 15.1 Councillor Delegate Report – Mayor Makin – Municipal Association of Victoria Quarterly report. The delegate report highlighted the various interactions that MAV have as the peak state body that represents Local Government.

16. URGENT BUSINESS

Nil.



17. CONFIDENTIAL MATTERS

Nil.

As there was no further business the meeting closed at 10:00pm.

Confirmed: 3 June 2026

Chairperson _____