

# City of Port Phillip

## Public minutes of meeting 186

### South Melbourne Market Committee

**Time and date:** 5.30 pm to 9.10 pm, Tuesday 26 February 2019

**Venue:** St Kilda Town Hall, Training Room

#### Members present

- Cr Bernadene Voss (BV), Acting Chair and Appointed Member (*left 6.27, returned 7.17*)
- Cr Andrew Bond (AB), Appointed Member
- Cr Ogy Simic (OS), Appointed Member (*arrived 5:52*)
- Kylie Bennetts (KB), General Manager, Office of the CEO
- Violetta Hartley (VH), External Appointed Member
- Andrew Brough (AB), External Appointed Member

#### Officers present

- Ian Sumpter (IS), Manager, South Melbourne Market
- Dennis O'Keeffe (DO), Chief Financial Officer, Office of the CEO (*left 7:32*)
- Ross Williamson (RW), Senior Licensing Coordinator, South Melbourne Market (*left 8:42*)
- Erin Quin (EQ) Minute taker, Market Officer, South Melbourne Market
- Katrina Terjung (KT), Principal Strategic Advisor, Office of the CEO (*arrived 6:27, left 7.20*)
- Lachlan Johnston (LJ), Manager Project Services (*arrived 5:51, left 7:53*)

*The Chair declared the meeting open at 5.30 pm.*

The Chair:

- acknowledged the work of the outgoing Committee and congratulated them on their contributions.
- congratulated the Market on the success of the Night Market and the increased seating at the event.
- noted that attendance over the Christmas period was the Market's highest yet. The Chair was also pleased to see the increase in Wednesday attendance.

## 1. Apologies

Nil.

## 2. Confirmation of minutes of previous meeting

The Committee agreed to accept the Minutes of Meeting 185 of the South Melbourne Market Section 86 Committee held Tuesday 4 December 2018 as a true and correct recording of the meeting provided the minutes were adjusted to record Andrew Brough seconded the motion to accept the minutes from the previous meeting

**Moved:** Andrew Brough

**Seconded:** Violetta Hartley

**Carried**

## 3. Declarations of conflict of interest

Nil.

## 4. Action items

**Purpose:** To update the Committee on the progress of actions from previous Committee meetings.

The Committee noted the progress with the action items.

**ACTION:** A new due date to be set for Meeting 184 Public Action 5.2 FINANCIAL

**PERFORMANCE:**

*2. MM to investigate whether the decrease in rooftop carpark attendance is on Market or non-Market days*

## 5. SMM reports

### 5.1 Manager's Report

**Purpose:** To provide the Committee with an update regarding the Market's activities and to highlight matters of interest.

The Committee:

- noted the Manager's Report.
- noted that La Central's offer had not met their expectation that there would be a range of tapas ready to purchase.
- noted that La Central had applied to footpath trading to have seating on Coventry street; the Committee supported this application subject to congestion issues being addressed.

IS and BV thanked the outgoing Committee members for their contribution and presented them with a gift on behalf of the South Melbourne Market Community.

**ACTION:**

1. MM to pass on feedback to La Central regarding the Committee's expectation that there would be more tapas available
2. MM to let BV and ABO know the value of the gift received.

## 5.2 Financial Performance

**Purpose:** To inform the Committee about the Market's financial performance.

The Committee:

- noted the finance report.
- noted that DO would report back at the next meeting regarding phasing of the finance report.
- noted that the utilities budget was exceeded due to the fire service levy not being included; this would be a variance for the remainder of the financial year.
- requested further information on the Other Expenses incurred in the budget.

**Action:** DO to report back on phasing issue with the budget and to provide further information on Other Expenses.

*(LJ arrived 5:51)*

*(OS arrived 5:52)*

## 5.3 Market Performance

**Purpose:** To provide the Committee with an update on how the Market is tracking against Key Performance Indicators.

The Committee noted:

- the Market's performance.
- that due to staff resources the stallholder survey was not undertaken before the busy Christmas and events season; the survey would be undertaken after the Mussel Festival.
- that MM was failing to reach the KPI for the issuing of the meeting minutes
- that further analysis was being undertaken in regards to the increase in potable water use; while the breaking of the rainwater pump would have contributed to the issue MM had some concerns about the accuracy of the measurements.

### 5.3.1 Attendance

The Committee noted:

- the attendance report.
- that the attendance numbers on Fridays were lower which could be due to a series of Fridays with very hot weather.

**ACTION:** MM to monitor Friday attendance numbers to see if they correct themselves over the next few months.

### 5.3.2 Sustainability

The Committee noted the sustainability report.

### 5.3.3 Free community events and activations

The Committee noted the report on the free community events and activations at the Market.

## 5.4 Project Delivery Update

**Purpose:** To provide the Committee with an update on project delivery at the Market

The Committee noted the project delivery update

### **ACTIONS:**

1. MM to provide scope for proposed projects at next Committee meeting
2. MM to provide information on solar panel completion date.

## 6. Public question time

**Purpose:** To provide the public with an opportunity to ask questions about the Market.

No questions were asked.

## 7. Confidential matters

In accordance with Section 77(2)(a) of the Local Government Act 1989 (as amended), the Committee agreed that meeting be closed to members of the public in order to deal with the following matters, that are considered to be confidential in accordance with Section 89(2) of the Act, for the reasons indicated:

### **7.1 Confidential Finance Report**

*The information in this report is considered to be confidential in accordance with the Local Government Act 1989 (as amended), as it relates to: (h) any other matter which the Council or special Committee considers would prejudice Council or any person*

### **7.2 Confidential Action Items**

*The information in this report is considered to be confidential in accordance with the Local Government Act 1989 (as amended), as it relates to: (d) contractual matters; (h) any other matter which the Council or special Committee considers would prejudice Council or any person; (f) legal advice*

### **7.3 Risk management**

*The information in this report is considered to be confidential in accordance with the Local Government Act 1989 (as amended), as it relates to: (f) legal advice; (g) matters affecting the security of Council or property*

### **7.4 Licencing**

*The information in this report is considered to be confidential in accordance with the Local Government Act 1989 (as amended), as it relates to: (d) contractual matters; (f) legal advice; (h) any other matter which the Council or special Committee considers would prejudice Council or any person*

### **7.5 Business/Governance**

*The information in this report is considered to be confidential in accordance with the Local Government Act 1989 (as amended), as it relates to: (d) contractual matters; (f) legal advice; (g) matters affecting the security of Council or property; (h) any other matter which the Council or special Committee considers would prejudice Council or any person*

**Moved:** Andrew Bond

**Seconded:** Violetta Hartley

**Carried**

*The meeting reopened to the public 8.56pm*

## **8. Other business**

### **8.1 SMM support of a beautiful food experience**

**Purpose:** To clearly outline and manage the support provided by South Melbourne Market to the organisers of A Beautiful Food Experience based on feedback included in the “A Beautiful Food Experience 2018 – Measuring Success Report”

The Committee approved the Market’s recommended solutions to the issues raised in the “A Beautiful Food Experience 2018 – Measuring Success Report”.

**Moved:** Ogy Simic

**Seconded:** Bernadene Voss

Carried

### **Petition received for the installations of fans into Aisle G**

The Committee:

- noted that Council had received a petition for the installations of fans into Aisle G. MM had already installed fans in the aisle prior to the petition being received.
- endorsed the proposed response.

### **I am not paper**

The Committee noted that:

- sustainable packaging company, I am Not Paper, had contacted Council about using their products in the Market.
- that MM had met with I am Not Paper and was happy for the company to liaise directly with the traders to see if they wanted to trail their products. MM would need to review a range of companies and products before inviting any company to present at a traders meeting. MM are investigating a range of future sustainability initiatives, but not specifically in relation to coffee cups as yet, as this would take lengthy planning. MM to contact I am Not Paper to advise.

### **Bike trolley hire**

**ACTION:** MM to investigate options to make it easier for customers on foot or bike to get their groceries home, including a bike trolley hire scheme that could be operated by a third party.

*Meeting closed 9:10pm*