



# SOUTH MELBOURNE MARKET COMMITTEE

## MINUTES

25 JUNE 2020



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**MINUTES OF THE SOUTH MELBOURNE MARKET COMMITTEE  
HELD 25 JUNE 2020 IN SOUTH MELBOURNE MARKET**

The meeting opened at 6:10pm.

**ATTENDING MEMBERS**

Andrew Danson (Independent Member), Simon Talbot (Independent Member), Cr Marcus Pearl

**ATTENDING OFFICERS**

Kylie Bennetts, Director Office of the CEO; Danielle Bleazby South Melbourne Market Executive Manager; Adam Mehegan, Operations Coordinator; Ross Williamson, Senior Licensing Coordinator; Sophie McCarthy, Business & Events Coordinator; Meagan Scott, Marketing Coordinator.

*The City of Port Phillip respectfully acknowledges the Yalukut Weelam Clan of the Boon Wurrung. We pay our respect to their Elders, both past and present. We acknowledge and uphold their continuing relationship to this land.*

**1. APOLOGIES**

Cr B Voss  
J Plummer

*Due to technological issues Jo Plummer (Chair) was unable to attend the public section of the Committee meeting; Simon Talbot (Deputy Chair) chaired the meeting.*

**2. CONFIRMATION OF MINUTES**

**MOVED Members Pearl/Danson**

That the minutes of the South Melbourne Market Committee held on 16 April 2020 be confirmed.

**The MOTION was CARRIED.**

**3. DECLARATIONS OF CONFLICTS OF INTEREST**

Nil



## 4. ACTION ITEMS

### 4.1 ACTION ITEMS

**Purpose:** To update the Committee on the progress with outstanding action items.

The Committee noted there were many historic items on the list still waiting to be actioned; the impact of COVID-19 has further delayed the delivery of these actions.

**MOVED Members Danson/Pearl**

That the Committee note the progress with the outstanding public action items.

**The MOTION was CARRIED.**

## 5. PRESENTATION OF MANAGERS REPORT

### 5.2 PERFORMANCE REPORT

**Purpose:** To provide the Committee with an update on how the Market is tracking against key performance indicators.

**MOVED Member Danson/Pearl**

That the Committee note the Market's performance report.

**The MOTION was CARRIED unanimously.**

### 5.3 ATTENDANCE REPORT

**Purpose:** To provide the Committee with analysis of attendance at South Melbourne Market.

The Committee noted that the increase or decrease in attendance numbers tended to correspond with state government announcements regarding restrictions. After seeing a steady increase, the tightening of restrictions on the weekend has resulted in attendance numbers starting to decrease again.

**MOVED Members Pearl/Danson**

That the Committee note the attendance report.

**The MOTION was CARRIED..**

# MINUTES - SOUTH MELBOURNE MARKET COMMITTEE MEETING - 25 JUNE 2020



## 5.4 SUSTAINABILITY REPORT

**Purpose:** To provide the SMM Committee updates on South Melbourne Markets Sustainable programs and improvements.

### **MOVED Members Pearl/Danson**

That the Committee note the sustainability update.

**The MOTION was CARRIED..**

## 5.5 FINANCE REPORT

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

The Committee noted that:

- While the budget position was stark, this showed the level of commitment the Council and the Committee had made to the Market. In addition to rent relief, there had also been an increase in security and asset risk costs as a result of COVID-19. It was important for the Market, traders and community that the Market is financially sustainable; a roadmap forward would be discussed by the Committee at their next meeting.
- The amount of rent relief was lower than expected as some stallholders were in a better position than originally projected.

### **MOVED Members Pearl/Danson**

1. That the Committee note the Finance Report.
2. That MM report back to the Committee on whether there was any further additions to bad and doubtful debts expected for the 2019/20 FY.

**The MOTION was CARRIED..**

# MINUTES - SOUTH MELBOURNE MARKET COMMITTEE MEETING - 25 JUNE 2020



## 5.6 TRADER REPORT

**Purpose:** To provide an update on items affecting traders.

**The Committee noted that:**

- The Licencing team was doing significant work on pipelining; the 10 most vulnerable stalls at the Market had been identified and they were looking at what businesses would best align with the Market mix and strategic plan. MM was in no rush to fill the stalls with permanent businesses, as temporary pop-ups would allow them time to potentially makes some strategic moves and ensure the right businesses were in the right places.
- No fresh food businesses were currently asking for rent relief as they were still trading well and only half of the general merchandise traders had requested rent relief. As a result, the amount of rent relief was closer to \$160 000 as opposed to the \$300 000 anticipated.
- It had been three years since the Committee and Management had worked on the Market Mix. The mix strategy would be reviewed by the Committee, taking into account expected consumer behaviour over the next 3-5 years.

**MOVED Members Danson/Pearl**

That the Committee note the Trader Update

**The MOTION was CARRIED.**

# MINUTES - SOUTH MELBOURNE MARKET COMMITTEE MEETING - 25 JUNE 2020



## 5.1 MANAGER'S REPORT

**Purpose:** To provide an update to the South Melbourne Market Committee on activities **since** the last meeting.

The Committee noted:

- That the Market was delighted to welcome General Merchandise traders back to the Market; the atmosphere had improved significantly since their return.
- Market Management had been in frequent communication with the Police and DHHS in regards to the social distancing regulations at the Market. They were happy with what the Market had in place and would continue to collaborate with the police. There were some pinch points during the middle of the day, however most locals were now used to the system and knew to socially distance while queueing.
- Staff, security guards and the Market had received some verbal abuse from customers who were unhappy with the social distancing measures because they thought they were either too restrictive or not restrictive enough. There had also been some negative commentary on the Market's social media. This tended to increase when there were new restriction announcements.

### **MOVED Members Pearl/Danson**

That the Committee note the Manager's Report.

**The MOTION was CARRIED unanimously.**

# MINUTES - SOUTH MELBOURNE MARKET COMMITTEE MEETING - 25 JUNE 2020



## 6. SOUTH MELBOURNE MARKET REPORTS

Nil.

## 7. PUBLIC QUESTION TIME

Nil.

## 8. CONFIDENTIAL BUSINESS

### MOVED Members Pearl/Danson

That in accordance with Section 77(2)(a) of the Local Government Act 1989 (as amended), the 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:

AGENDA ITEM	REASON
8.1 Manager's Report	89(2)(d). Contractual matters.
8.2 Confidential Action Items	89(2)(d). Contractual matters 89(2)(g). Matters affecting the security of Council property.
8.3 Marketing and Public Relations Update	2)(h). A matter which the Council or special committee considers would prejudice the Council or any person.
8.4 Annual report on Food Safety and hygiene compliance	89(2)(h). A matter which the Council or special committee considers would prejudice the Council or any person.
8.5 SMM Projects Update	89(2)(d). Contractual matters 89(2)(g). Matters affecting the security of Council property.
8.6 OHS & Incidents Report	89(2)(g). Matters affecting the security of Council property.
8.7 Security Report	89(2)(g). Matters affecting the security of Council property.
8.8 Contracts Report	89(2)(d). Contractual matters.
8.9 Risk Register Review	89(2)(g). Matters affecting the security of Council property 89(2)(h). A matter which the Council or special committee considers would prejudice the Council or any person.
8.10 Security, Emergency & Public Safety Management Program	89(2)(g). Matters affecting the security of Council property.
8.11 SO:ME Space and Market Mix	89(2)(h). A matter which the Council or special committee considers would prejudice the Council or any person.

# MINUTES - SOUTH MELBOURNE MARKET COMMITTEE MEETING - 25 JUNE 2020



8.12 Licences/Deeds of Surrender for Signing	89(2)(d).	Contractual matters.
8.13 Order & Collect Report	89(2)(e).	Proposed developments.
8.14 Three-month forward look	89(2)(h).	A matter which the Council or special committee considers would prejudice the Council or any person.
8.15 Strategy in View	89(2)(h).	A matter which the Council or special committee considers would prejudice the Council or any person.

**The MOTION was CARRIED.**

As there was no further business the meeting closed at 6.50pm.

Confirmed: 27 August 2020

Chairperson \_\_\_\_\_