

Council Meeting

Council Chamber
Civic Centre
Boxshall Street Brighton

Tuesday
23 April 2024
at 6.30pm



Agenda

Chair: Cr Fiona Stitfold (Mayor)

Councillors: Cr Sonia Castelli
Cr Alex del Porto (Deputy Mayor)
Cr Hanna El Mouallem
Cr Laurence Evans OAM
Cr Clarke Martin
Cr Jo Samuel-King

Membership and Quorum

Bayside City Council consists of 7 Councillors. The quorum for a Council meeting is a majority of Councillors (4).

Notice

There is a limit of 10 speakers per eligible Agenda items (5 speakers 'for' and 5 'against' the recommendation) in accordance with Council's Governance Rules.

Members of the community may also lodge a written statement for consideration (no limits per item).

[Requests to be heard \(Request to Speak / Lodge a Written Statement\)](#)

Council also allocates 15 minutes at the start of each monthly Council Meeting for response to public questions.

[Ask a question at a Council Meeting](#)

**Requests to be Heard and Public Questions must be submitted by 9am on the business day before the meeting.*

Meetings are live-streamed via Council's website:

[Live-stream the Council meeting](#)

For further information, please speak with the Governance office on 9599 4444.

Order of Business

- 1. Prayer
- 2. Acknowledgement of Country
- 3. Apologies
- 4. Disclosure of any Conflict of Interest of any Councillor
- 5. Adoption and Confirmation of the minutes of previous meeting
- 6. Public Question Time
- 7. Petitions to Council
 - 7.1 Petition for Council to review its Heritage and Neighbourhood Character studies 7
- 8. Minutes of Advisory Committees
 - 8.1 Records of meetings held under the auspices of Council..... 9
 - 8.2 Minutes of the Disability Access and Inclusion Advisory Committee meeting held on 26 February 2024..... 15
 - 8.3 Minutes of the Bayside Arts and Gallery Advisory Committee meeting held on 28 February 2024..... 25
 - 8.4 Minutes of the Billilla Advisory Committee held on 14 March 2024 31
- 9. Reports by Special Committees
- 10. Reports by the Organisation
 - 10.1 Proposed Annual Budget 2024–25..... 41
 - 10.2 Hampton Hub - Funding and Timing 47
 - 10.3 Draft Economic Development Tourism and Placemaking Strategy 2024–29 55
 - 10.4 Update on Yalukit Willam Wetland concept Designs..... 165
 - 10.5 Wangara Road Masterplan Update 171
 - 10.6 Draft Graffiti Management Policy 2024-28 191
 - 10.7 Naming of Roadway from Beach Road to the Beaumaris Motor Yacht Squadron..... 211
 - 10.8 Appointment of Members to the Reconciliation Action Plan Advisory Committee 215

- 10.9 Instrument of Delegation from Council to members of Council Staff 219
- 10.10 CONTRACT CON/23/83 Brighton Town Hall HVAC Upgrade and Works 309
- 10.11 CONTRACT CON/24/7 Supply of Delivered Meals 315
- 10.12 Council Action Awaiting Report 319

- 11. Reports by Delegates

- 12. Urgent Business

- 13. Notices of Motion
 - 13.1 Notice of Motion - 333 - Homelessness protocol 327

1. Prayer

O God
Bless this City, Bayside
Give us courage, strength and wisdom
So that our deliberations
May be for the good of all
Amen

2. Acknowledgement of Country

- ◆ Bayside City Council proudly acknowledges the Bunurong People of the Kulin Nation as the Traditional Owners and Custodians of this land, and we pay our respects to their Elders, past, present and emerging as well as any Aboriginal or Torres Strait Islander community members with us today.
- ◆ Council acknowledges the Bunurong's continuing relationship to the land and waterways and respects that their connection and spiritual identity is maintained through ancient ceremonies, songlines, dance, art and living culture.
- ◆ Council pays tribute to the invaluable contributions of the Bunurong and other Aboriginal and Torres Strait Island Elders who have guided and continue to guide the work we do.

3. Apologies

4. Disclosure of any Conflict of Interest of any Councillor

5. Adoption and Confirmation of the minutes of previous meeting

- 5.1 Confirmation of the Minutes of the Ordinary meeting of Bayside City Council held on 19 March 2024.

6. Public Question Time

7. Petitions to Council

7.1 PETITION FOR COUNCIL TO REVIEW ITS HERITAGE AND NEIGHBOURHOOD CHARACTER STUDIES

City Planning and Amenity - Urban Strategy
File No: PSF/24/100 – Doc No: DOC/24/109342

A petition has been received for Council to review its Heritage and Neighbourhood Character studies.

(931 valid signatories were received).

Petition prayer:

“We, the undersigned, hereby petition Bayside City Council Victoria to review the current Heritage and Neighbourhood Character reports and commission a new study/report to support the protection of houses and/or groups of houses that should be given protection status (for all era/period styles). Based on this work, Council undertakes the relevant planning scheme amendments to give force and effect to the protection of those identified houses/group of houses.

We request that particular focus is given to the residential component of the designated Activity Centres of Hampton and Sandringham. To this end, we ask Council to consider Boyd Ward as a pilot area to commence this work.”

Petition rationale (as submitted by lead petitioner):

The communities of Hampton and Sandringham are accepting an increasing number of apartment developments in our residential streets however there has been much distress at the loss of some of our iconic Edwardian and early 20th century homes and their gardens of mature trees. We treasure our neighbourhood character and history, its why people move here.

We believe we can increase housing whilst preserving some of our heritage homes and maintaining front gardens with space for canopy forming trees. This urban forest is essential to our neighbourhood character and is vital in our fight against climate change.

Discussion of heritage may raise anxiety with homeowners concerned they may not be permitted to renovate their homes. Heritage protection does not preclude renovation and development as can be seen in examples of the few heritage protected, high value homes we have in our streets.

Petition Requirements

The petition containing 931 valid signatories (900 submitted via online petition and 31 in hard copy) meets the required format of a petition in accordance with Chapter 2, Section 58 of Council's Governance Rules.

Officers' Comments

Bayside has a rich history and heritage, of which the Bayside community is proud to celebrate and possess. Historic buildings, landscapes, places and objects all contribute to Bayside's liveability, character and community cohesion. Protecting and celebrating these places is therefore a vital function of Council.

Council has an adopted Heritage Action Plan which identifies and prioritises Council's future heritage work program. The petition requests that priority be given to undertaking further heritage studies in the residential areas of the Hampton and Sandringham Activity Centres. It is recommended that Council officers prepare a report to be considered no later than the June 2024 Council Meeting responding to the petition. The report should consider -

- the options available to Council to undertake future heritage studies
- the opportunities and constraints of undertaking future heritage studies in staged ward or suburb basis
- budgetary and work program implications of undertaking the heritage studies.

Recommendation

That the petition be received and a report be submitted no later than the June 2024 Council Meeting considering the options associated with the request.

Support Attachments

Nil

8. Minutes of Advisory Committees

8.1 RECORDS OF MEETINGS HELD UNDER THE AUSPICES OF COUNCIL

Corporate Services - Governance
File No: PSF/24/100 – Doc No: DOC/24/89585

Executive summary

Purpose and background

The purpose of this report is to formally report to Council on the records of meetings held under the auspices of Council in accordance with Section 131 of the *Local Government Act 2020* and Council's Governance Rules.

Key issues

This report fulfils the requirements of reporting on the records of meetings held under the auspices of Council to the next practical Council meeting in accordance with the *Local Government Act 2020* and Council's Governance Rules.


Recommendation

That Council notes the records of meeting/s held under the auspices of Council as required by the *Local Government Act 2020* and Council's Governance Rules:

- 12 March 2024 Budget Briefing
- 26 March 2024 Strategic Issues Discussion
- 9 April 2024 Councillor Briefing.

Support Attachments


1. Record of meeting held under the Auspices of Council - 12 March 2024 Budget Briefing ↓
2. Record of meeting held under the Auspices of Council - 26 March 2024 Strategic Issues Discussion ↓
3. Record of meeting held under the Auspices of Council - 9 April 2024 Councillor Briefing ↓



Record of meeting held under the auspices of Council

Record in accordance with Section 131 of the *Local Government Act 2020* and
Chapter 10 (Section 10.1) of Council's Governance Rules


<i>Meeting Information</i>		
<i>Meeting Name/Type</i>	Budget Briefing	
<i>Meeting Date</i>	12 March 2024	
<i>Start Time</i>	3.00pm	
<i>Matters discussed</i>	<ul style="list-style-type: none"> • Operating Services • Fees & Charges • Financial Plan 	
<i>Attendees</i>		
<i>Councillors</i>	Cr Fiona Stitfold (Mayor) Cr Sonia Castelli Cr Alex del Porto (Deputy Mayor) Cr Hanna El Mouallem Cr Laurence Evans OAM Cr Jo Samuel-King	
<i>Staff</i>	Mick Cummins – Chief Executive Officer Tilla Buden – Director Community and Customer Experience Jill Colson – Director Environment, Recreation and Infrastructure Matthew Cripps – Director City Planning and Amenity Kathryn Tozer – Director Corporate Services Terry Callant – Manager Governance Bill Shanahan – Manager Finance Hayley Gneil – Accounting Services Coordinator	
<i>External Guests</i>	Nil	
<i>Apologies</i>		
<i>Councillors</i>	Cr Clarke Martin	
<i>Conflict of Interest disclosures</i>		
<i>Matter No</i>	<i>Councillor making disclosure</i>	<i>Councillor left meeting</i>
	Nil	



Record of meeting held under the auspices of Council

Record in accordance with Section 131 of the *Local Government Act 2020* and
Chapter 10 (Section 10.1) of Council's Governance Rules

<i>Meeting Information</i>		
<i>Meeting Name/Type</i>	Strategic Issues Discussion	
<i>Meeting Date</i>	26 March 2024	
<i>Start Time</i>	4.00pm	
<i>Matters discussed</i>	<ul style="list-style-type: none"> • Community Safety In Bayside • Bayside's ability to sequester carbon • Reading of the Prayer at Council Meetings • Moorabbin Activity Centre Review - Engagement Update 	
<i>Attendees</i>		
<i>Councillors</i>	Cr Fiona Stitfold (Mayor) Cr Sonia Castelli Cr Alex del Porto (Deputy Mayor) Cr Hanna El Mouallem Cr Laurence Evans OAM Cr Clarke Martin Cr Jo Samuel-King	
<i>Staff</i>	Mick Cummins – Chief Executive Officer Tilla Buden – Director Community and Customer Experience Jill Colson – Director Environment, Recreation and Infrastructure Matthew Cripps – Director City Planning and Amenity Kathryn Tozer – Director Corporate Services Kelly Archibald – Manager Urban Strategy Terry Callant – Manager Governance James Roscoe – Manger Climate Waste and Integrated Transport Shelley Franklyn – Climate and Environment Sustainability Coordinator Rachael Hudson – Strategic Planning Coordinator Robert Lamb – Council Business Lead Andrew McLean – Media and Publications Officer	
<i>External Guests</i>	Helena Strickland - Acting Inspector, Victoria Police Scott Dwyer – Inspector Victoria Police Justin O'Meara – Exec. Director Metropolitan Melbourne, Victorian Planning Authority Bec Mouy – Director Activity Centres, Department of Transport and Planning	
<i>Apologies</i>		
<i>Councillors</i>	Nil	
<i>Conflict of Interest disclosures</i>		
<i>Matter</i>	<i>Councillor making disclosure</i>	<i>Councillor left meeting</i>
	Nil	



Record of meeting held under the auspices of Council

Record in accordance with Section 131 of the *Local Government Act 2020* and
Chapter 10 (Section 10.1) of Council's Governance Rules

<i>Meeting Information</i>	
<i>Meeting Name/Type</i>	Councillor Briefing
<i>Meeting Date</i>	9 April 2024
<i>Start Time</i>	4.00pm
<i>Matters discussed</i>	<ul style="list-style-type: none"> • Draft Economic Development Tourism and Placemaking Strategy 2024–29 • Draft Graffiti Management Policy 2024–28 • Update on the development of the Highett Grassy Woodland Masterplan • Wangara Road Masterplan update • Hampton Hub - Funding and Timing
<i>Attendees</i>	
<i>Councillors</i>	Cr Fiona Stitfold (Mayor) Cr Sonia Castelli (remotely) Cr Alex del Porto (Deputy Mayor) Cr Hanna El Mouallem (remotely) Cr Laurence Evans OAM Cr Clarke Martin Cr Jo Samuel-King
<i>Staff</i>	Mick Cummins – Chief Executive Officer Tilla Buden – Director Community and Customer Experience Jill Colson – Director Environment, Recreation and Infrastructure Matthew Cripps – Director City Planning and Amenity Kathryn Tozer – Director Corporate Services Anita Johnstone – Manager City Assets and Presentation Bill Shanahan – Chief Financial Officer Tom Vercoe – Manager Open Space and Recreation Vanessa Bradley – Community Engagement Coordinator Paul Gibbs – Open Space Coordinator Anthony Jacobs – Economic Development Coordinator Al Harith Alogaily – Contract Manager Infrastructure Civil Ryan Cooray – Economic Development Officer Rob Edgerton – Project Landscape Architect Deanna Herbison – Senior Economic Development Officer Robert Lamb – Council Business Lead Amy Weir – Biodiversity and Conservation Planning Officer
<i>External Guests</i>	Julian Szafranec and Tom Milverton – SGC Economics and Planning
<i>Apologies</i>	
<i>Councillors</i>	Nil

<i>Conflict of Interest disclosures</i>		
<i>Matter</i>	<i>Councillor making disclosure</i>	<i>Councillor left meeting</i>
	Nil	

8.2 MINUTES OF THE DISABILITY ACCESS AND INCLUSION ADVISORY COMMITTEE MEETING HELD ON 26 FEBRUARY 2024

Corporate Services - Governance
File No: PSF/24/100 – Doc No: DOC/24/96114

Executive summary

Purpose and background

To present the minutes of the Disability Access and Inclusion Advisory Committee meeting held on 26 February 2024 to Council for noting.

The Disability Access and Inclusion Advisory Committee was established in 2020 and was constituted for the purpose of providing advice and supporting Council in the development and implementation of the Municipal Public Health and Wellbeing Plan 2021–25 (MPHWP) and to consider other strategic and infrastructure issues that may impact people with a disability.

The functions of the Committee are to provide advice and recommendations to Council on the following matters:

- identifying issues of access to the built, social and natural environments
- identifying barriers to inclusion in community and economic life in Bayside
- discussing potential solutions (actions) to identified issues
- providing input and comment on the development of projects and programs for implementation of the Disability Action Plan 2021–25.

In addition, the Disability Access and Inclusion Advisory Committee provides specific advice on nominated Council strategies, masterplans, programs and infrastructure priorities.

The Disability Access and Inclusion Advisory Committee membership comprises 2 Councillors appointed by Council and 10 community members appointed through a public expression of interest process.

Key issues

A meeting of the Disability Access and Inclusion Advisory Committee was held on 26 February 2024 to consider the following matters:

- Draft Public Toilet Strategy.
- Review of Disability Access and Inclusion Advisory Group Terms of Reference.
- Disability Action Plan - 6 Month Progress Report.

A copy of the 26 February 2024 minutes of the Disability Access and Inclusion Advisory Committee meeting is attached for Council's information.

Recommendation

That Council notes the minutes of the Disability Access and Inclusion Advisory Committee meeting held on 26 February 2024.

That Council:

1. notes the minutes of the Disability Access and Inclusion Advisory Committee meeting held on 26 February 2024 (Attachment 1)

2. adopts the following recommendations of the Disability Access and Inclusion Advisory Committee meeting held on 26 February 2024:

Item 6.1 Draft Public Toilet Strategy

That the Disability Access and Inclusion Advisory Committee recommends to Council that the criteria used to assess and prioritise proposals for a new public toilets or Changing Places be updated as follows:

(remove reference to) "there is no other Changing Places facility within 2km."

Support Attachments

1. Minutes - 26 February 2024 - Disability Access and Inclusion Advisory Committee ↴

Bayside City Council

Disability Access and Inclusion Advisory Committee
Meeting - 26 February 2024



**Minutes of the
Disability Access and Inclusion Advisory Committee
Meeting**

held in the Bayside Room
Corporate Centre
76 Royal Avenue
Sandringham
on Monday 26 February 2024

The Meeting commenced at 6.30pm

1. Welcome and opening of the meeting

The Chair, Cr Martin opened the meeting at 6.30pm and welcomed members of the Committee and officers.

Acknowledgement of Country

Ms Costello read the acknowledgement of Country:

Bayside City Council proudly acknowledges the Bunurong People of the Kulin Nation as the Traditional Owners and Custodians of this land, and we pay our respects to their Elders, past, present and emerging as well as any Aboriginal or Torres Strait Islander community members with us today.

Bayside City Council

Disability Access and Inclusion Advisory Committee
Meeting - 26 February 2024**2. Present****Councillors:** Cr Clarke Martin (Chair)**External Members:** Ms Amanda Blohm
Ms Emily Costello
Ms Bell Fantasia
Mr Mark Glascodine
Ms Jo Levett
Mr Andrew Turner
Ms Tara Webb**Officers:** Tilla Buden Director Community & Customer Experience
Vanessa Bradley Community Engagement Coordinator
Josh Connell Community Wellbeing Coordinator
Bruce Robertson Acting Asset & Investigations Coordinator
Robert Lamb Council Business Lead**Membership and Quorum for the meeting**

There are currently (12) members appointed to the Advisory Committee. The quorum for a meeting is a majority of members (7) and must include at least one Councillor representative.

A quorum for this meeting was reached with no less than 8 members (including 1 Councillor) present at any given time.

3. Apologies

It is recorded that apologies were received from Cr Jo Samuel-King, Ms Emma Olivier and Mr Ade Djajamihardja. Mr Sam Seoud was also not in attendance.

Moved: Ms Webb**Seconded: Ms Levett**

That the apologies of Cr Jo Samuel-King, Ms Emma Olivier and Mr Ade Djajamihardja, and absence of Mr Sam Seoud, be noted for the 26 February 2024 Disability Access and Inclusion Advisory Committee Meeting.

CARRIED

Bayside City Council

Disability Access and Inclusion Advisory Committee
Meeting - 26 February 2024

4. Disclosure of Conflict of Interest of any Councillor

There were no conflicts of interest submitted to the meeting.

5. Adoption and Confirmation of the minutes of previous meeting

- 5.1 Confirmation of the Minutes of the Disability Access and Inclusion Advisory Committee Meeting held on 27 November 2023.

Moved: Ms Levett

Seconded: Ms Costello

That the minutes of the Disability Access and Inclusion Advisory Committee Meeting held on 27 November 2023, as previously circulated, be confirmed as an accurate record of proceedings.

CARRIED

6. Reports

6.1 DRAFT PUBLIC TOILET STRATEGY

Environment, Recreation and Infrastructure - City Assets and Presentation
File No: PSF/23/177 – Doc No: DOC/23/264539

The Acting Asset and Investigations Coordinator gave a presentation on the draft Public Toilet Strategy and asked the Committee about their experiences with Changing Places facilities. Some members were knowledgeable about the facilities; others learned about them more recently or were not aware.

The consideration of the use of Master Locksmiths Access Keys (MLAKs) was discussed. An MLAK is common method for providing access for people with a disability to a facility whilst preventing misuse and vandalism. An application for a MLAK can be made online and there is a map to indicate the locations. Communications to promote and raise awareness of Changing Places and how to get a MLAK could be considered.

Mr Turner asked to what extent have automated doors been considered, about lighting around toilets at night, and the colour of toilets for easy identification. The Acting Asset and Investigations Coordinator advised that these matters have all been considered. It was suggested that tactile flooring indicators would be beneficial and that the facilities should be highly identifiable at a distance. Wayfinding signage is proposed to be the main means to identify the facilities. Ms Blohm noted that the facilities need to be more distinctive and recognisable. Mr Levett said that most people with a disability who rely on these facilities know where they are located.

Ms Fantasia proposed that all new and upgraded Council buildings should consider Changing Places facilities. It was also noted that maintenance is an important as equipment can deteriorate over time.

The Chair, Cr Martin asked about Changing Places facilities on the foreshore. The Acting Asset and Investigations Coordinator advised that Half Moon Bay or Ricketts Point had been identified as potential locations. Ricketts Point was generally noted as the preferred location over Half Moon Bay given its larger and more accessible café and the active disabled divers' group at location.

Ms Fantasia indicated a preference for Ricketts Point though noted that more disabled parking is needed. Mr Glascodine said that Half Moon Bay would be a difficult option given the steep incline. Ramps would need to be reconstructed for safe access.

Ms Blohm also mentioned the need to consider accessibility and disabled parking and also suggested that a Changing Places facility somewhere in Bayside might be considered in conjunction with a new disability sporting facility of some description.

Ms Costello asked whether officers had ever carried out site visits with people who have a lived experience of disability in order to test designs and provide direct advice. The Acting Asset and Investigations Coordinator indicated that this could be considered and that successful/well received sites could be benchmarked against sites that may require improvements/present challenges in the design phase. This could be used to inform the design guidelines beyond only compliance considerations.

Bayside City Council

Disability Access and Inclusion Advisory Committee
Meeting - 26 February 2024

There was general agreement from the Committee on the proposed criteria used to assess and prioritise proposals for a new public toilets or Changing Places; however, it was noted that the proposed criterion of 'no other Changing Places facility within 2km' may not in fact be practicable – for example, having a Changing Places at Ricketts Point and Beaumaris Arts Group within 2km would serve very different visit purposes. Feedback indicated that Changing Places should be located where there is demand for them – where there is accessible access – and be able to service a range of activities. The Committee has now recommended that Council removes this as a criterion.

Noted

That the Disability Access and Inclusion Advisory Committee provided feedback to officers on the draft Public Toilet Strategy.

Moved: Mr Turner**Seconded: Mr Glascodine**

That the Disability Access and Inclusion Advisory Committee recommends to Council that the criteria used to assess and prioritise proposals for a new public toilets or Changing Places be updated as follows:

(remove reference to) "***there is no other Changing Places facility within 2km.***"

CARRIED

Bayside City Council

Disability Access and Inclusion Advisory Committee
Meeting - 26 February 2024**6.2 REVIEW OF DISABILITY ACCESS AND INCLUSION ADVISORY GROUP
TERMS OF REFERENCE**Corporate Services - Governance
File No: PSF/24/100 – Doc No: DOC/24/44268

The Council Business Lead presented the review of the Disability Access and Inclusion Advisory Group Terms of Reference.

A question was raised as to the level of detail contained in the Minutes of previous meetings to adequately record the feedback provided by members. The Council Business Lead advised that the Minutes of meetings should be a practical record of the discussion and business of the meeting rather than a verbatim account of each comment.

Ms Blohm asked if there were formal procedures for when the Committee is required to 'move and second' a motion in response to a report – as opposed to the Minutes recording that the Committee 'noted' a particular report or outcome. The Council Business Lead indicated that whilst there will not always be an officer-recommended motion for moving, members of the Committee can initiate a motion within the scope of the Committee's Terms of Reference (Charter) where appropriate. The Minutes will record the key points of feedback and valued advice provided by the Committee and inform the work to progress the key actions of the Disability Action Plan in addition to other items before the Committee where feedback is being sought. A number of officers record and make use of detailed feedback at each meeting.

Ms Blohm also queried if there is a process for the replacement of members who may have vacated the Committee and also if there was any limitation on Committee members applying to join other Advisory Committees of Bayside City Council. The Council Business Lead indicated that there is provision for dealing with a member vacancy in the proposed Charter for the Committee. It was also noted that there is nothing precluding a Committee member from applying for a position on another of Council's Advisory Committee.

Noted

That the Disability Access and Inclusion Advisory Committee has reviewed the draft Disability Access and Inclusion Advisory Committee Charter (Attachment 1) and provided feedback to Council officers before the draft Charter is presented to Council.

Bayside City Council

Disability Access and Inclusion Advisory Committee
Meeting - 26 February 2024

6.3 DISABILITY ACTION PLAN 6 MONTH PROGRESS REPORT

Community and Customer Experience - Family, Youth and Wellbeing
File No: PSF/23/58 – Doc No: DOC/24/40882

The Community Wellbeing Coordinator gave a presentation on the Disability Action Plan 6 month progress report. Of the 29 Actions, 52% are on track and 38% are being monitored. Feedback was generally positive with regard to the progress report.

Ms Levett suggested that the reference to “beach chair” should read “beach chair and hoist”.

Noted

That the Disability Access and Inclusion Advisory Committee received and noted the 6-month progress report of the Year 3 Disability Action Plan.

6.4 ACTIONS ARISING

Community and Customer Experience - Family, Youth and Wellbeing
File No: FOL/23/58 – Doc No: DOC/23/382748

The Community Wellbeing Coordinator presented the Actions Arising report.

The Chair, Cr Martin highlighted a successful outcome in the matter raised by Mr Djajamihardja where a request on behalf of the Committee was made to the Department of Transport and Planning (DTP) to increase the green time for the pedestrian crossing on St Kilda Road on the corner of the Quest Hotel to Brighton Yacht Club. After a review, DTP increased the green time for the crossing by 4 seconds to accommodate pedestrians using wheelchairs or mobility aids.

Ms Webb called for more detail in the response to a matter raised that requests a pedestrian crossing to be installed near the south side of the railway crossing in Hampton. In addition to the advocacy statement which collects councils' key requests for DTP and makes a priority list, the Director Community and Customer Experience referenced the broader policy piece being the implementation of the Road Management Plan.

A matter previously raised by Ms Costello was also discussed regarding exploring options for advocacy/support and the role of Council in relation to the NDIS. It was noted that Council currently supports clients receiving services from Community Care and also may refer clients to the Brotherhood of St Lawrence where individual guidance and support is needed for NDIS plan reviews or related concerns. However, the Committee would still like to see more information made readily available about NDIS services and Council's role.

Noted

That the Disability Access and Inclusion Advisory Committee noted the Actions Arising report.

Bayside City Council

Disability Access and Inclusion Advisory Committee
Meeting - 26 February 2024

7. General Business

There were no items of General Business.

8. Confirmation of date of future meetings

The next meetings are scheduled as follows:

- Monday 29 April 2024
- Monday 24 June 2024
- Monday 26 August 2024
- Monday 21 October 2024
- Monday 2 December 2024

The Chair declared the meeting closed at 8.07pm.

8.3 MINUTES OF THE BAYSIDE ARTS AND GALLERY ADVISORY COMMITTEE MEETING HELD ON 28 FEBRUARY 2024

Corporate Services - Governance
File No: PSF/24/100 – Doc No: DOC/24/96117

Executive summary

Purpose and background

To present the minutes of the Bayside Arts and Gallery Advisory Committee meeting held on 28 February 2024 to Council for noting.

The Bayside Arts and Gallery Advisory Committee was established in 2020.

The Bayside Arts and Gallery Advisory Committee is constituted for the purpose of providing advice and supporting Council in the development and presentation of an innovative and creative arts program for the City of Bayside including exhibitions and programs at the Bayside Gallery.

The functions of the Committee are to provide advice and recommendations to Council on the following matters:

- the annual exhibition program for the Bayside Gallery
- the annual arts program of public events and activities
- the proposed artists for the annual Studio Artists program at Billilla
- the public art and wall/mural art program across the municipality
- the acquisition and de-accession to the Bayside Council Art and Heritage Collection in accordance with the Bayside Arts and Heritage Collection Policy
- provide advice on the care and preservation of the Bayside Council Art and Heritage collection for future generations
- provide input and guidance into Council's Strategic Plan for the Arts
- contribute, to and support the establishment of mutual beneficial partnerships
- provide advice and evaluate the marketing strategy for arts programming including the Bayside Gallery.

The Arts and Gallery Advisory Committee membership comprises 2 Councillors appointed by Council and up to 10 community members appointed through a public expression of interest process.

Key issues

A meeting of the Bayside Arts and Gallery Advisory Committee was held on 28 February 2024 to consider the following matters:

- Economic Development, Tourism and Placemaking Strategy - Placemaking Action Plan Referral
- Quarterly Report January - March 2024
- Bayside Arts and Heritage Collection - Deaccessioning proposal
- 2024 -25 Public Art Commission Cheltenham Park
- Bayside Gallery Closure Alternative Program.

A copy of the 28 February 2024 minutes of the Bayside Arts and Gallery Advisory Committee meeting is attached for Council's information.

Recommendation

That Council:

1. notes the minutes of the Bayside Arts and Gallery Advisory Committee meeting held on 28 February 2024 (Attachment 1)
2. adopts the following recommendations of the Bayside Arts and Gallery Advisory Committee meeting held on 28 February 2024:

Item 6.4 Bayside Arts and Heritage Collection - Deaccessioning proposal

That the Bayside Arts and Gallery Advisory Committee recommends to Council the formal deaccessioning of the following items from the Bayside Art and Heritage Collection:

1. *Basil Byrne, Reduce Reuse, Recycle or Regret (0000-1081) located at the Transfer Station Sandringham.*
2. *Pair of murals in skateboard bowls at Elsternwick Park (0000-938).*

Item 6.5 2024–25 Public Art Commission Cheltenham Park

That the Bayside Arts and Gallery Advisory Committee recommends to Council that:

1. *Council officers commence the Public Art procurement process to commission a public artwork for Cheltenham Park with a budget of \$100,000 to \$120,000*
2. *the Committee nominates Adrian Spurr and Louise Doyle as its representatives from the Bayside Arts and Gallery Advisory Committee to participate on the Public Art Procurement Panel for 2024–25.*

Support Attachments

1. Minutes - 28 February 2024 - Bayside Arts and Gallery Advisory Committee ↓

Bayside City Council

Bayside Arts and Gallery Advisory Committee
Meeting - 28 February 2024

Minutes of the Bayside Arts and Gallery Advisory Committee Meeting

held in the Mayor's Room, Council Chambers
on Wednesday 28 February 2024

The Meeting commenced at 6pm

1. Welcome and opening of the meeting

In the absence of the Chair Cr Sonia Castelli, the Deputy Chair Cr Alex del Porto declared the meeting opened at 6pm and welcomed members of the Committee and officers to the meeting.

Acknowledgement of Country

The Manager Governance read the acknowledgement of Country:

Bayside City Council proudly acknowledges the Bunurong People of the Kulin Nation as the Traditional Owners and Custodians of this land, and we pay our respects to their Elders, past, present and emerging as well as any Aboriginal or Torres Strait Islander community members with us today.

2. Present

Councillors	Cr Alex del Porto
External Members	Mr Brian Long Mr Arvind Vasani Mr Adrian Spurr Ms Bo Rutecki Ms Louise Doyle Ms Sarah Morris Mr Bryan Hewitt
In attendance	Terry Callant – Manager Governance Natalie Brown – Manager Arts, Culture and Libraries Giacomina Pradolini – Arts and Culture Coordinator Joanna Bosse – Gallery Curator

Bayside City Council

Bayside Arts and Gallery Advisory Committee
Meeting - 28 February 2024

3. Apologies

Apologies from Cr Sonia Castelli and Lyn Stephens were received and submitted to the meeting.

Moved: Brian Long

Seconded: Sarah Morris

That the apologies of Cr Sonia Castelli and Lyn Stephens be received and leave of absence be granted.

CARRIED

4. Disclosure of Conflict of Interest of any Councillor

There were no conflicts of interest submitted to the meeting.

5. Adoption and Confirmation of the minutes of previous meeting

- 5.1 Confirmation of the Minutes of the Bayside Arts and Gallery Advisory Committee Meeting held on 6 December 2023.

Moved: Louise Doyle

Seconded: Avind Vasan

That the minutes of the Bayside Arts and Gallery Advisory Committee Meeting held on 6 December 2023, as previously circulated, be confirmed as an accurate record of proceedings.

CARRIED

6. Reports

6.1 ECONOMIC DEVELOPMENT, TOURISM AND PLACEMAKING STRATEGY - PLACEMAKING ACTION PLAN REFERRAL

City Planning and Amenity - Urban Strategy
File No: PSF/24/105 – Doc No: DOC/24/49395

The Deputy Chair welcomed the Economic Development Team to the meeting to present of the Placemaking Action Plan to present on the matters that affect the Bayside Arts and Gallery Advisory Committee.

The Committee emphasised the importance that any Arts projects come before this Committee for consideration prior to any community engagement.

Moved: Sarah Morris

Seconded: Brian Long

That the Bayside Arts and Gallery Advisory Committee noted the report on the proposed Placemaking Action Plan.

CARRIED

Bayside City Council

Bayside Arts and Gallery Advisory Committee
Meeting - 28 February 2024

6.2 OUTSTANDING BUSINESS BROUGHT FORWARD

Community and Customer Experience - Arts, Culture and Libraries
File No: FOL/23/255 – Doc No: DOC/24/10328

The Arts and Culture Program Coordinator elaborated on the actions within the Outstanding Actions report.

The Arts and Culture Program Coordinator sought 2 nominations from the Committee to be part of a procurement panel for the Well Street Mural.

The Committee agreed that Adiran Spurr and Lousie Doyle be the Committee’s representatives on the procurement panel.

NOTED

That the Bayside Arts and Gallery Advisory Committee noted the report.

6.3 QUARTERLY REPORT JANUARY - MARCH 2024

Community and Customer Experience - Arts, Culture and Libraries
File No: FOL/23/255 – Doc No: DOC/24/32290

The Arts and Culture Program Coordinator presented the Quarterly Report for the period January to March 2024.

NOTED

That the Bayside Arts and Gallery Committee noted the report.

6.4 BAYSIDE ARTS AND HERITAGE COLLECTION - DEACCESSIONING PROPOSAL

Community and Customer Experience - Arts, Culture and Libraries
File No: FOL/23/255 – Doc No: DOC/24/32753

The Gallery Curator presented the deaccessioning proposal to the Committee.

Moved: Avind Vasan

Seconded: Sarah Morris

That the Bayside Arts and Gallery Advisory Committee recommends to Council the formal deaccessioning of the following items from the Bayside Art and Heritage Collection:

1. Basil Byrne, Reduce Reuse, Recycle or Regret (0000-1081) located at the Transfer Station Sandringham.
2. Pair of murals in skateboard bowls at Elsternwick Park (0000-938).

CARRIED

Bayside City Council

Bayside Arts and Gallery Advisory Committee
Meeting - 28 February 2024**6.5 2024 -25 PUBLIC ART COMMISSION CHELTENHAM PARK**Community and Customer Experience - Arts, Culture and Libraries
File No: FOL/23/255 – Doc No: DOC/23/389638

The Arts and Culture Program Coordinator presented the 2024-25 Public Art Commission for Cheltenham Park program.

Moved: Bo Rutecki**Seconded: Brian Long**

That the Bayside Arts and Gallery Advisory Committee recommends to Council that:

1. Council officers commence the Public Art procurement process to commission a public artwork for Cheltenham Park with a budget of \$100,000 to \$120,000
2. the Committee nominates Adrian Spurr and Louise Doyle as its representatives from the Bayside Arts and Gallery Advisory Committee to participate on the Public Art Procurement Panel for 2024–25.

CARRIED**6.6 BAYSIDE GALLERY CLOSURE ALTERNATIVE PROGRAM**Community and Customer Experience - Arts, Culture and Libraries
File No: FOL/23/255 – Doc No: DOC/24/33028

The Gallery Curator presented the Gallery closure alternative program for discussion with the Committee.

NOTED

That the Bayside Arts and Gallery Advisory Committee noted the report.

7. General Business**7.1 Bayside Painting Prize**

The Gallery Curator provide the Committee with an update of Bayside Painting Prize applications. Over 600 applications have been received.

8. Confirmation of date of future meetings

- Wed 29 May 2024
- Wed 28 August 2024
- Wed 4 December 2024

The Chair declared the meeting closed at 6.50pm.

8.4 MINUTES OF THE BILLILLA ADVISORY COMMITTEE HELD ON 14 MARCH 2024

Corporate Services - Governance
File No: PSF/24/100 – Doc No: DOC/24/96120

Executive summary

Purpose and background

To advise Council of the business transacted at the Billilla Advisory Committee held on 14 March 2024.

The Billilla Advisory Committee was established in August 2022 to:

- foster accessible cultural programs and activities at Billilla Homestead
- provide safe, supported community spaces for local people to engage in a wide range of activities in the building and grounds
- provide the community with opportunities for creative expression, engagement and lifelong learning in the building and grounds.

The objectives of the Advisory Committee are to:

- assist and advise Council on the future use of Billilla as endorsed by Council
- ensure the intent of the Conversation Management Plan for the grounds and mansion is adhered to
- advise Council on the priorities for development of Billilla and provide a source of review; analysis and advice on strategic planning
- raise issues or make suggestions about the general management of Billilla
- identify opportunities for programming at Billilla in line with Council adopted future uses
- develop guidelines for the use of the Billilla facility and rooms. (Noting that the booking of Billilla facilities will be managed through the existing system for booking Council venues.)
- monitor and review booking schedule to ensure equitable and frequency of use
- promote and monitor equitable community access to Billilla
- work with Council to promote and advance the profile of Billilla
- encourage and promote effective communication between community groups, individuals and Council
- make recommendations to Council on matters such as strategic policy direction and required capital works in accordance with the Conservation Management Plan for Billilla
- to encourage potential donors, philanthropic organisations and/or funding bodies to support the goals of the Committee.

The membership of the Committee comprises:

- 2 Councillors – ward councillor given preference but not compulsory; a Councillor will be appointed as the Chairperson of the Committee
- 1 Expert – representing heritage conservation and cultural programming etc. i.e heritage architect; historian; curator etc (Bayside residents)
- 10 Residents, rate payers or people with strong connections to or interest in, Billilla (including at least 1 person under the age of 25).

Key issues

A meeting of the Billilla Advisory Committee was held on 14 March 2024 to consider the following matters:

- Billilla Marketing and Communications Plan Overview
- Billilla Gardens Activation: 2024–25 Proposed Program
- Capital Works Update - Billilla Mansion

A copy of the 14 March 2024 minutes of the Billilla Advisory Committee meeting is attached for Council's information.

Recommendation

That Council:

1. notes the minutes of the Billilla Advisory Committee meeting held on 14 March 2024
2. adopts the following recommendations of the Billilla Advisory Committee meeting held on 14 March 2024:

Item 6.3 Billilla Gardens Activation: 2024–25 Proposed Program

That the Billilla Advisory Committee recommends that Council:

1. *approves the 2024–25 arts and culture program for the gardens at Billilla as outlined in this report*
2. *endorses the forward planning of the 2025–26 arts and culture program for the gardens at Billilla program.*

Support Attachments

1. Minutes - 14 March 2024 - Billilla Advisory Committee ↴

Bayside City Council

Billilla Advisory Committee Meeting - 14 March 2024

Minutes of the Billilla Advisory Committee Meeting

held in the Mayor's Room Council Chambers
Boxshall Street, Brighton
on Thursday 14 March 2024

The Meeting commenced at 5pm

1. Welcome and opening of the meeting

The Chair, Cr Alex del Porto welcomed members and officers to the meeting and declared the meeting open at 5.00pm.

Acknowledgement of Country

The Manager Governance read the Acknowledgement of Country:

- ◆ Bayside City Council proudly acknowledges the Bunurong People of the Kulin Nation as the Traditional Owners and Custodians of this land, and we pay our respects to their Elders, past, present and emerging as well as any Aboriginal or Torres Strait Islander community members with us today.

2. Present

Councillors

Cr Alex del Porto (Chair)

Community representatives

Barry Smith

Adam Dunning

Theodora Jenkin

Charles Reis

Craig Jackett

Margot Burke

Thomas Stamp (online)

Peter Kharsas

Gayle Wilson

Louise Cooper-Shaw

Officers

Tilla Buden – Director Community and Customer Experience

Jill Colson – Director Environment, Recreation and Infrastructure

Belinda Austin – Manager Project Services

Giacomina Pradolini – Acting Manager Arts, Culture and Libraries

Nicole Reuben – Coordinator Capital Developments

Sally Morgan – External Communications and Media Coordinator

Quorum for the meeting

Fourteen members have been appointed to the Committee. The quorum of a meeting is a majority of members plus one Councillor representative must be present. Therefore a quorum is 8 members.

A quorum for this meeting was reached with 10 community members, and 1 Councillor representatives present.

3. Apologies

An apology from Cr Hanna El Mouallem and Kate Harman was submitted to the meeting.

Moved: Gayle Wilson

Seconded: Craig Jackett

That the apologies from Cr El Mouallem and Kate Harman be received and leave of absence be granted.

CARRIED

The Chairman also advised the Committee that community member Ruth Bain has resigned from the Committee. The Chairman indicated at this stage it was not proposed to fill the vacancy at this stage.

4. Disclosure of Conflict of Interest of any Councillor

There were no conflicts of interest submitted to the meeting.

5. Adoption and Confirmation of the minutes of previous meeting

- 5.1 Confirmation of the Minutes of the Billilla Advisory Committee Meeting held on 13 December 2023.

Moved: Charles Reis

Seconded: Theodora Jenkin

That the minutes of the Billilla Advisory Committee Meeting held on 13 December 2023, as previously circulated, be confirmed as an accurate record of proceedings.

CARRIED

6. Reports

6.1 OUTSTANDING BUSINESS BROUGHT FORWARD

Corporate Services - Governance
File No: PSF/24/100 – Doc No: DOC/24/60959

The Acting Manager Arts, Culture and Libraries presented the Outstanding Business report and elaborated on the actions.

NOTED

That the Billilla Advisory Committee notes the summary of outstanding actions.

6.2 BILLILLA MARKETING AND COMMUNICATIONS PLAN OVERVIEW

Community and Customer Experience - Family, Youth and Wellbeing
File No: FOL/23/255 – Doc No: DOC/24/64263

Council's External Communications and Media Coordinator presented the proposed Billilla Marketing and Communications Plan.

The Committee discussed the components of the draft plans and offered some further suggestions for consideration such as billboards.

NOTED

That the Billilla Advisory Committee provides feedback on the proposed marketing and communications plan for Billilla.

6.3 BILLILLA GARDENS ACTIVATION: 2024–25 PROPOSED PROGRAM

Community and Customer Experience - Arts, Culture and Libraries
File No: FOL/23/255 – Doc No: DOC/24/16738

The Acting Manager Arts, Culture and Libraries presented Billilla Gardens Activation proposed program for 2024–25.

The Committee provided further suggestions to the program to consider increasing heritage related programming.

The Committee was encouraged to provide any further specific programming suggestion to the Acting Manager Arts, Culture and Libraries to consider as part on ongoing programming.

Moved: Charles Reis**Seconded: Craig Jackett**

That the Billilla Advisory Committee recommends that Council:

1. approves the 2024–25 arts and culture program for the gardens at Billilla as outlined in this report
2. endorses the forward planning of the 2025–26 arts and culture program for the gardens at Billilla program.

CARRIED**6.4 CAPITAL WORKS UPDATE - BILLILLA MANSION**

Environment, Recreation and Infrastructure - Project Services
File No: PSF/22/9954 – Doc No: DOC/24/67729

Council's Capital Developments Coordinator presented an update on the progress of works associated with Billilla including outbuildings.

The Capital Development Coordinator presented 4 options for the proposed external amenities building. The Committee discussed all options and did not support options 1 and 2 and preferred option 4.

Clarification was sought on the timings of the opening and closing of the current external amenities building.

The Capital Development Coordinator presented a number of options to provide disabled access to the mansion. The Committee discussed all options however it was suggested a further option be explored to provide disabled access via the western side of the building.

Moved: Theodora Jenkin**Seconded: Charles Reis**

1. That the Billilla Advisory Committee recommends Option 4 as its preferred option for the external amenities building.
2. That the Billilla Advisory Committee requests investigation of a further option to provide disability access to the Mansion via the western side of the building.

CARRIED**7. General Business****7.1 Storm damage to tree in the front garden**

The Director Environment, Recreation and Infrastructure advised the Committee that one the significant trees in the front garden area had been severely damaged by a recent storm and following advice from the arborist it was indicated that the tree was required to be removed.

The Committee expressed the view that everything possible should be done to the protect the tree, and requested a second arborist report on the health of the tree.

8. Confirmation of date of future meetings

The following meeting dates are proposed:

- Thursday 13 June 2024 at 5.00pm
- Thursday 12 September 2024 at 5.00pm
- Thursday 12 December 2024 at 5.00pm

The Chair Cr del Porto declared the meeting closed at 6.50pm.

9. Reports by Special Committees

10. Reports by the Organisation

10.1 PROPOSED ANNUAL BUDGET 2024–25

Corporate Services - Finance

File No: PSF/24/99 – Doc No: DOC/24/93354

Executive summary

Purpose and background

This report presents the Proposed Annual Budget 2024–25 for in-principle approval prior to commencing public consultation.

Key issues

The proposed Budget 2024–25 has been prepared in accordance with the requirements of the *Local Government Act 2020* and Council's Community and Stakeholder Engagement Policy 2021 and is in line with Council's commitment to sustainable budgeting, responsible financial management and the Victorian Government's rate cap.

The 2024-25 Annual Budget funds Council's services, initiatives and capital program and reflects a financially sustainable position while achieving the strategic objectives outlined in the fourth year of the Council Plan 2021–25.

This \$181.0 million proposed budget commits funding to the Goals of the draft Council Plan over the next 12 months namely:

- Our Planet – leading better, smarter, and sustainable futures
- Our People – nurturing all people and thriving healthy communities
- Our Place – fostering Bayside's liveability, open spaces and exceptional places
- Our Promise – promising open and accountable civic leadership.

\$55.7 million of the proposed budget is earmarked to deliver important community infrastructure as part of the capital works budget. This continues Council's multi-year program to address historic under-investment and is enabled by continuing strong financial management.

The capital works program will deliver important community infrastructure including:

- Boss James Reserve Pavilion \$2.8 million
- Beaumaris Arts Centre \$3.4 million
- Dendy Park Athletic Pavilion \$2.7 million
- Yalukit Willam Nature Reserve Gateway Building \$1.8 million
- Warm Water Pool \$0.8 million (\$28.9 million over the 4-year plan)
- Foreshore, parks and open space infrastructure \$15.4 million including \$2.4 million on Wangara Road Park Remediation, \$1.2 million on Hampton Foreshore Precinct, \$1.2 million on Red Bluff to Half Moon Bay Masterplan Stage 3 and \$4.0 million on Yalukit Willam Nature Reserve Wetlands (Stage 3)
- Important roads, footpath, car park, and drainage projects will also be completed \$15.5 million.

Council will further invest \$0.44 million in the Climate Emergency Action Plan implementation and \$0.31 million in the Biodiversity Action Plan.

Council continues to expand its aged care services from the delivery of entry level services to the delivery of Home Care Packages. For the 2024-25 Budget, funded services will increase by \$4.1 million to \$22 million driven by an increase in Home Care Packages delivered to our aged residents.

Rates and Charges

It is proposed the average general rate and municipal charge increase by 2.75% in accordance with the rate cap set by the Minister for Local Government, raising \$99.035 million in revenue.

The waste service charge incorporating kerbside collection and recycling will increase by 0.1% with escalating waste costs offset by a new revenue stream for 2024–25 being the recycling container deposit scheme and the effectiveness of Councils FOGO strategy in diverting waste from landfill. The 2023–24 waste charge also included a one-off charge for the changeover of all kerbside general waste bins to comply with the State Governments bin colour standardisation. Waste services are subject to direct cost recovery.

Ministers Good Practice guidelines – Waste Charge

Recent changes to the Local Government Act 1989 amended the definition of waste services for the purpose of service rates and charges. To support these amendments, the Minister for Local Government issued the Minister’s Good Practice Guidelines in December 2023 clarifying the use of Service Rates and Charges particularly as they relate to the waste charge. The Ministers guidelines are intended to ensure a consistent approach to the recovery of waste services through the waste charge across all Victorian Councils. Bayside City Council is reviewing the guidelines and assessing the impacts to the waste charge and general rates and will consult with the community on this issue prior to the 2025–26 budget cycle.

Cash and Investments

Council will continue to maintain a sound cash position despite a cash deficit of \$5 million in 2024–25 and \$40 million over the next 4 years to fund Council’s capital program.

Please refer to the Annual Budget 2024–25 (Attached 1) for a full analysis.

Consultation

From 24 April 2024, the Proposed Annual Budget 2024–25 will be available for public consultation for 21 days via Council’s website www.bayside.vic.gov.au and available for inspection during normal business hours at the Corporate Centre, 76 Royal Avenue, Sandringham and Council’s libraries. A ‘Have your Say’ social media campaign will also be run through this period and the results of the campaign and community feedback for discussion at a Councillor briefing on the 4 June 2024 prior to consideration of the final budget for adoption at the Council meeting on the 18 June 2024.

Recommendation

That Council:

1. formally prepares the proposed Annual Budget 2024–25 (including the Schedule of Fees and Charges) for the purpose of community consultation
2. invites submissions on the proposed Budget 2024–25 in accordance with its Community and Stakeholder Engagement Policy 2021
3. authorises the Chief Executive Officer or delegate to effect any minor administrative changes which may be required to the proposed Budget 2024–25

4. notes that the proposed Annual Budget 2024–25 be presented for adoption as Council's Budget 2024–25, in accordance with section 94 of the *Local Government Act 2020*.

Support Attachments

1. Proposed Annual Budget 2024–25 (separately enclosed)

Considerations and implications of recommendation

Social

There are no social impacts associated with this report.

Natural Environment

There are no natural environmental impacts associated with this report.

Climate Emergency

There are no climate emergency impacts associated with this report.

Built Environment

There are no built environmental impacts associated with this report.

Customer Service and Community Engagement

The public has the opportunity to make comment and provide feedback on any proposal contained in the Budget.

From 24 April 2024, the Proposed Annual Budget 2024–25 will be available for public consultation for 21 days via Council’s website www.bayside.vic.gov.au and available for inspection during normal business hours at the Corporate Centre, 76 Royal Avenue, Sandringham and Council’s libraries. A ‘Have your Say’ social media campaign will also be run through this period and the results of the campaign and community feedback for discussion at a Councillor briefing on the 4 June 2024 prior to consideration of the final budget for adoption at the Meeting of Council to be held on the 18 June 2024.

The following table summarises the consultation process to finalise the Annual Budget:

Proposed budget to be placed on Council’s website for community feedback including a ‘have your say’ social media campaign.	Wednesday 24 April 2024
Submission close at 11.59pm (21 days)	Tuesday 14 May 2024
Budget presented for adopted at Council meeting	Tuesday 18 June 2024 at 6.30pm

Human Rights

The implications of the report have been assessed and are not considered likely to breach or infringe upon, the human rights contained in the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

Governance

Officers involved in the preparation of this report have no conflict of interest.

Legal

In accordance with the *Local Government Act 2020* section 94, Council must prepare a budget for each financial year and the subsequent 3 financial years. and must include financial statements, description of the services and initiatives to be funded, how they will contribute to achieving the strategic initiatives specified in the Council Plan, the prescribed indicators and measures of service performance to be reported against in the performance

statement, funding of major initiatives, services and capital works, rating information and any 'special order' for rate cap variation.

The budget also complies with part 3 of the *Local Government Planning and Reporting Regulations 2020*.

Finance

In accordance with the legislation, an Annual Budget has been prepared, which details the financial resources required to achieve the Council Plan 2021–25.

Links to Council policy and strategy

The proposed Budget 2024–25 is aligned to Goal 4 Our Promise in the draft Council Plan 2021–25 and the following strategic objectives:

- 4.2.1 We engage with our community, consider all views and report openly enabling people to be informed about and involved in key decisions policies and projects that affect them.
- 4.3.1 Ensure integrated planning and sound financial management while allocating resources to meet community needs.

10.2 HAMPTON HUB - FUNDING AND TIMING

City Planning and Amenity - Urban Strategy
File No: FOL/24/351 – Doc No: DOC/24/106825

Executive summary

Purpose and background

The purpose of this report is to outline funding and timing options of the Hampton Hub project in response to the resolution at the 20 February 2024 Council Meeting.

Following a resolution at the June 2023 Council meeting, Council officers undertook feasibility analysis for the development of three options for the Hampton Hub. These options were considered at the February 2024 Council Meeting, and Scenario B (Attachment 1) was supported in principle as the preferred model.

It was also noted at the February 2024 meeting that the Hampton Hub project has been identified as a potential future project in the Long-Term Financial Plan (LTFP) but has not been allocated any funding. The earliest funding can be provided is from 2030, unless external funding can be obtained due to the existing and future operational and capital pressures on the budget.

Council officers have included some further information on the funding options available to Council in this report, and the impact this may have on the timing for any further works.

Key issues

Council endorsed Option B at the February 2024 Council Meeting. It is estimated this model would cost between \$52.5 to \$56.2 million to construct in 2023 dollars. However, by 2030 it is estimated this would be in the order of \$80 million due to inflation, and increased cost of construction.

In order to consider a potential funding strategy for the project, the following funding options are identified:

Capital Works Budget

The Hampton Hub is not currently funded in the Capital Works Budget and does not have any allocation in the long-term financial plan.

The total funds available to Council in the annual capital budget targets from 2030 is \$45 million, with \$17 million allocated to the building asset category for building renewal. Funds may be allocated to this project in advance of the project commencement in order to build up cash reserves; however, it would require service reductions in the operating budget or an underutilisation of the asset category target of \$17 million in the capital budget in order to preserve the funds.

The funds in the capital targets are currently fully allocated until 2029–30 accommodating other priorities excluding this project and the other key Council asset being the Sandringham Family Leisure Centre (SFLC).

Borrowings

Council has the ability to consider borrowing funds to pay for the Hampton Hub project. Council has a maximum borrowing capacity of \$50 million. Principal and Interest repayments over 25 years assuming a 6% borrowing rate would be \$4 million a year and would require a reduction in service levels and/or the capital program over the term of the loan to fund the repayments.

It should be noted that the Sandringham Family Leisure Centre is not currently funded in the LTFP and will be required to be allocated. The estimated cost of redevelopment is in excess of \$80 million and Council's borrowing capacity of \$50 million will not accommodate both the SFLC and the Hampton Hub.

Land sales

In order to fund the Hampton Hub, it is recommended that Council considers asset rationalisation and the sale of surplus land. Council owns a series of assets in and around Hampton that can raise funds for the construction of the Hub estimated in value at \$37 to \$38 million.

Parcels that can be considered for sale in the immediate vicinity of the Willis Street Precinct include:

20–22 Willis Street

This rectangular carpark sits adjacent to the existing Woolworths site is 3,538sqm and provides 48 carparks. The Woolworths site and the shops from 355–375 Hampton Street are currently for sale as a consolidated parcel. The Willis Street carpark would provide an excellent opportunity for a developer to square off these landholdings and provide the ability for a consolidated development in this position.

Consideration of the sale of this parcel would provide Council the ability to resolve some of the pedestrian and vehicle conflict that currently exists in this area – particularly around the Woolworths delivery arrangements. It would also provide the ability to achieve active frontages facing the Hampton Hub project area.

The potential sale of the land could also open up other opportunities for Council to investigate an integrated development outcome, though this would result in an alternative outcome to the preferred Scenario B.

Any sale of the land would need to resolve the loss of carparks – which could potentially be built into any sale agreement.

6a Willis Street

6a Willis Street is 1,198 sqm and is occupied by the former Hampton Scout Hall. This is currently used by the Hampton Quarter development as a site office. The building will be demolished prior to the use of the land being handed back to Council.

No ongoing use has been identified for this land. However, Council has raised the use for this parcel as open space, funded by the Open Space reserve, as an interim option until the Hub

can be developed. There is also the opportunity to sell this land to raise funds for the Hampton Hub.

It should be noted that if 6a Willis Street was developed into open space and funded via the open space levy this would not be able to be sold at a future date, without replacement open space being provided.

Grant Funding

Council has the ability to seek grant funding for financial assistance from State and Federal Government. Grants are released on an ad hoc basis, and generally come with the condition of a dollar for dollar matching of funds within an allocated timeframe. Given the need to match funds in the short term, and the inability to guarantee funding sources this cannot be depended on in developing the funding model for the Hub.

Open Space Contribution

Council collects funds to either buy new land or develop existing land for public open space. The conditions for the use of these funds is set out in the *Subdivision Act 1988*. Council officers consider there is an opportunity to use these funds to pay for a portion of the Hampton Hub where it directly relates to the open space development.

To maximise the utilisation of the open space contribution fund for the Hampton Hub, it is recommended that Council officers seek legal interpretation of the provisions of the Subdivision Act that relate to open space contributions. This would allow officers to ensure that the Open Space fund is being used to its maximum effectiveness in funding the open space element of the Hub, or any other open space projects in the municipality.

Lease Model

Development models exist where councils partner with private entities to enter a Public-Private Partnership to deliver community facilities. In this model, Council would enter into an agreement with a private partner to lease floorspace to house the Hampton Hub. This is an attractive model in that Council would not need to fund the construction of a building, or the ongoing maintenance, instead Council would pay a lease for the floorspace.

Council officers recommend this approach be explored if an appropriate private partner were to approach Council to undertake development in the Willis Street precinct.

Recommended approach

Council does not have the funding in the LTFP to fund the Hampton Hub. Given the amount of funds required, and the impact this would have on operating budget and capital works program, Officers do not recommend allocation a lump sum to fund this project in the LTFP. Alternative funding sources will need to be explored to make this project feasible. It is recommended that the following alternative funding sources are considered:

- Explore opportunities for the sale of assets in the Hampton area to fund the project. In particular it is recommended that officers engage with any prospective purchasers of the consolidated Woolworths site to explore opportunities for the sale of the 20–22

Willis Street carpark, contingent on the ability for the lost carparks to be incorporated in any redevelopment.

- Explore the use of the Open Space fund for funding of the open space portion of the Hub development. Council Officers will seek legal advice on how to maximise the use of this fund in the development.

- Incorporation of the funding gap in the long-term financial plan post 2030.

Recommendation

That Council notes the funding options available for the Hampton Hub.

Support Attachments

1. Scenario B (preferred model) ↓

Considerations and implications of recommendation

Social

Hampton is facing an increasingly ageing population, and growth in the number of families with children. By the year 2036, there will be a gap in future service provision of the following services/facilities in the Hampton suburb: three and four-year-old kindergarten places, playgroups, centre-based libraries, flexible space for community meetings, events, programs, art and culture, and potential future gap in the provision of youth spaces and an arts and culture centre. How to locate and integrate these facilities is the key outcome of the Hampton Hub project.

Natural Environment

In determining the future land use and built form outcomes, Council will need to be mindful that there may be various impacts on the natural environment. Detailed design will ensure the minimisation of these impacts.

Climate Emergency

The co-location of community facilities in a centralised location close to shops and public transport will create better opportunities for sustainable travel. Opportunities can be maximised through the detailed design.

Built Environment

The Hampton Hub presents an opportunity improve the built form outcomes in the Willis Street precinct. These opportunities will be maximised via the detailed design.

Customer Service and Community Engagement

Council has undertaken three stages of community engagement in preparing the Hampton Hub Masterplan. Further community engagement took place with future user groups around the extent of floorspace required by each group, which took place throughout 2019 and 2020.

It is recommended that no further engagement be undertaken on the project until funding is resolved.

Equity Impact

The implications of this report have been assessed and are compliant with the requirements of the Gender Equality Act 2020.

Human Rights

The implications of the report have been assessed and are not considered likely to breach or infringe upon, the human rights contained in the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

Governance

Officers involved in the preparation of this report have no conflict of interest.

Legal

There are no legal implications arising from this update report.

Finance

Funding was allocated in the 2022–23 budget and rolled over to 2023–24 to progress a functional design brief and negotiate with developer groups.

Funding of the delivery of the proposed Hampton Hub is not included in the 4-year Capital Program or LTFFP. Details have been provided in this report outlining options for Council to fund the project.

Links to Council policy and strategy

There are a significant number of relevant policy and strategy documents related to the Masterplan and its implementation, which are summarised in detail within the Masterplan itself. The following key documents are particularly relevant:

Bayside 2050 Community Vision

Relevant vision statements of the Community include:

- Bayside will ensure open space and its protection and amenity is a priority for 2050.
- Bayside will support provision of effective, sustainable, and inclusive transport services and infrastructure.
- Bayside will be a city that is greener and has more open space, and creates a community that is inclusive, respectful, and accessible.
- Bayside will nurture creativity.
- Bayside will nurture innovation to encourage a thriving and vibrant community.
- That Bayside City Council serves the needs of its communities, engaging with them, reflecting their desires and aspirations in its activities, including, where appropriate, encouragement for community members to drive the vision.
- Bayside will be inclusive and accessible for all.
- Caters for multiple and varying views on how to best develop the built environment across the city to allow for future accommodation increases and protection of the liveability of Bayside.
- Encouraging a vibrant commercial sector of environmentally compatible industries including tourism, high-tech and commercial activities to underpin the economy of the city.

Council Plan 2021–25

Relevant goals of the Council Plan include:

- Goal 1 – Our Planet: As custodians, we will lead, act and advocate on the critical issues of environmental sustainability and Climate Emergency, and on our shared responsibility to care for and protect Earth’s vitality, diversity, beauty, and the community of life.
- Goal 2 – Our People: We will plan and advocate for a Bayside where our diverse communities and people can thrive, live healthy and active lives, fostering inclusion and participation through holistic, innovative approaches to economic and social wellbeing.
- Goal 3 – Our Place: Our open space and foreshore, our facilities and the built environment are highly valued, shared and enhanced to ensure their sustainability, use, liveability, character, and amenity for current and future generations.
- Goal 4 – Our Promise: We will engage with and represent for all in our community, and provide ethical, open, and accountable stewardship of the Bayside municipality

and deliver sustainable services that meet the vision and needs of the current and future generations of Bayside.

Hampton Willis Street Precinct Urban Design Framework 2013 (UDF)

Council adopted the UDF as its preferred development vision for the Willis Street Precinct in 2013. The UDF includes a number of short and long-term implementation actions that seek to improve the Precinct, including consideration of the opportunity to create an integrated community hub within the Willis Street precinct.

Hampton Street Structure Plan Review 2016

The purpose of the Structure Plan Review was to examine the effectiveness of the implementation of the Hampton Street Structure Plan 2006 to ensure that the key strategic planning issues facing the centre are identified and considered. One of the recommendations made by the review is that Council prepare a Community Infrastructure Study to ensure that the social and community infrastructure needs of the community are considered.

Bayside Housing Strategy 2019

The Bayside Housing Strategy 2019 identifies the Hampton Street MAC as a location with medium and high-density residential development. The primary location for growth within the Hampton suburb is nominated as being within the Hampton MAC.

Bayside Open Space Strategy 2012: Suburb Analysis and Action Plan

The Suburb Analysis and Action Plan considers the location of open space within Hampton and makes recommendations as to whether additional public open space is required. There are large areas of the Hampton MAC where public open space of a sufficient size to undertake structured and unstructured recreation is not available within 400 metres. An action from the Strategy is to actively plan for the creation of additional open space in the Hampton MAC. This is being delivered through the Masterplan process, with the overarching principles for the future open space now defined within the Masterplan.

Hampton Community Infrastructure Masterplan 2021

This Masterplan sets out the long-term vision for Council-owned sites within the Hampton Major Activity Centre and the consolidation of land uses with a new Hub in the Willis Street Precinct, as well as the redevelopment of the Thomas Street carpark. This report outlines the progress in delivering the actions that directly implement the Masterplan.



10.3 DRAFT ECONOMIC DEVELOPMENT TOURISM AND PLACEMAKING STRATEGY 2024–29

City Planning and Amenity - Urban Strategy
File No: FOL/24/351 – Doc No: DOC/24/102753

Executive summary

Purpose

The purpose of this report is to seek Council's endorsement of the draft Economic Development, Tourism and Placemaking Strategy 2024–29 (EDTPS) (Attachment 1) for the purposes of community consultation.

Background

The EDTPS has been developed to guide Bayside City Council's efforts in supporting the local economy, fostering sustainable tourism, and creating vibrant, functional activity centres that resonate with the community that use them. It fulfills Council Plan action 2.3.2.1 'Complete the Economic Development, Tourism and Placemaking Strategy and submit to Council for adoption.'

The draft Strategy assesses and addresses post-pandemic repercussions on the Bayside economy as well as identifying the consequent opportunities, including shifts and trends in tourism, working from home, new technology innovations and workforce recovery.

A specialist consultant, SGS, was engaged to develop the draft EDTPS by analysing the community feedback and data received from community engagement undertaken with the local business community, specific stakeholder groups and the wider community throughout the municipality.

The consultant also produced an updated Bayside Business Monitor (Attachment 2) to provide a snapshot analysis of the physical and economic characteristics and changes to 5 of Bayside's Major Activity Centres and Bayside Business District (BBD) in the wake of COVID-19. The Business Monitor has been used to provide context and evidence to inform the Strategy.

Strategy formulation

Converging Economic Development, Tourism and Placemaking, within an integrated strategy brings a holistic and strategic approach to delivering a five-year vision. It provides direction to support local businesses, emphasises sustainability, attracts investment and tourism, and fosters a sense of social connection by creating vibrant and attractive activity centres.

The Strategy formulation was informed by comprehensive background analysis that included:

- the consultant's background economic analysis on the state of the economy and global and national trends
- a detailed assessment of the local economy including the completion of a Business Monitor
- a comprehensive audit and placemaking evaluation of 7 activity centres
- reviewing relevant Council policies and strategies
- feedback from phase 1 of the Community engagement.

These inputs resulted in the creation of a vision statement and 4 objectives:

"To create a thriving community that celebrates its natural beauty and cultural richness. We envision a dynamic economy built upon sustainable industries, fostering innovation and job

growth while preserving our natural coastal environment. Our commitment to tourism showcases our picturesque landscapes, vibrant local culture, and iconic heritage sites, attracting visitors both locally and from around the world. Our public spaces are welcoming, accessible, engaging and safe community hubs that reflect the heart and soul of Bayside."

- **Objective 1:** Proactively address climate change by promoting decarbonisation and assisting local businesses in transitioning to a sustainable and circular economy.
- **Objective 2:** Enhance Bayside's dynamic centres through strategic, community-centric placemaking, to support local economic growth and cultivate a deep connection and identity of place within the community it serves.
- **Objective 3:** Develop a nuanced visitor offer, which enhances the natural, cultural and heritage assets of Bayside while respecting the diverse interests of all stakeholders.
- **Objective 4:** Cultivate a thriving and robust local economy, creating job opportunities for a skilled workforce, nurturing a responsive local business community attuned to community needs, and being agile in adapting to changing economic circumstances.

To implement the Strategy an Action Plan is outlined over the next 5 years that provides a clear path to identify the timing and resources required to achieve the Strategy's objectives and vision.

Key issues

Bayside in comparison to other Local Government Areas (LGAs) has a well performing local economy, with low unemployment and strong growth. Jobs growth within the municipality is forecasted to grow at a rate of 1.78 percent compared to Greater Melbourne's average of 1.5 percent. As of late 2022, Bayside's unemployment rate was recorded as 1.8 percent of the Bayside labour force. This is the lowest rate across the benchmark LGAs and has consistently been low during the prior decade.

Some of the major factors envisaged to impact Bayside in the foreseeable future are:

- the growing impact of environmental factors on future economic growth
- the new wave of advanced technology, including artificial intelligence, machine learning, cloud computing, and robotics.
- the ageing population – Bayside has an older population with a median age of 45, whereas Greater Melbourne has a median age of 37
- the growth of the Care Economy i.e., the rapid growth in the health care and social services sector in Bayside.

Whilst acknowledging the 41 activity centres of Bayside the Strategy focuses on the 7 Centres identified as being the primary contributors to Bayside's economy:

1. Major Activity Centres - Bay Street, Church Street, Hampton Street and Sandringham Village.
2. Local Neighbourhood Activity Centres - Martin Street (Gardenvale), Black Rock Village and Beaumaris Concourse.

Highett and Hampton East are two centres where the functional activity area crosses municipal boundaries. Consequently, it is considered each require a coordinated approach with the relevant neighbouring Councils to be staged collaboratively and separately to this EDTPS.

The Strategy highlights that Hampton East is currently undergoing planning by the Victorian Planning Authority (VPA) as an area for future development as part of the VPA Activity Centre Program. Council officers are working in collaboration with the Cities of Kingston and Glen Eira to ensure a positive outcome for the Hampton East activity centre.

The Strategy identifies the planning that is being undertaken surrounding the Suburban Rail Loop Station in Cheltenham, 800 metres to the east of the BBD. This presents a unique opportunity for the BBD to be enhanced and transition from an industrial area to playing a key role in the expanding knowledge economy.

The Strategy's Action Plan is stretched over five years ensuring it is achievable within the existing resources of staff and budgets. No additional financial resourcing is proposed in the short term as initiatives will be funded from the existing operational budget of the Economic Development Unit.

The Action Plan takes an integrated approach, supporting the varying sectors of the local economy whilst focussing on the 4 objectives. For instance, the strategy contains actions such as:

- supporting business transition to environmentally friendly practices through government programs and initiatives
- development of the Nighttime Economy – to encourage after hours activations
- supporting traders' associations with social media campaigns
- undertake placemaking initiatives across the municipality.

Community engagement

Engagement was undertaken through a 4-week online engagement program including trader emails and 2 weeks of face-to-face surveys with the wider community. The feedback received highlighted the top three effective business support initiatives were as follows:

1. Events and activations in shopping precincts.
2. Business support, advice, and mentoring services for new and expanding businesses.
3. Social media and marketing support for local shopping precincts.

Stakeholder engagement was undertaken with relevant internal departments, as well as Bayside advisory and representative committees, including the Bayside Tourism Network and Bayside Arts and Gallery Advisory Committee. Additional engagement was undertaken on the Placemaking Action Plan to understand the community's connection to their activity centres, streetscapes, and the types of placemaking initiatives they would like to experience.

Recommendation

That Council:

1. notes the extensive community and stakeholder engagement process undertaken in development of the draft Economic Development Tourism, and Placemaking Strategy (2024–29)
2. endorses the draft Economic Development Tourism, and Placemaking Strategy (2024–29) for the purposes of community consultation
3. notes the completion of the Bayside Business Monitor which reviewed the five (5) designated Major Activity Centres across Bayside (Church Street, Hampton Street, Bay Street, Sandringham Village and Moorabbin-Hampton East), as well as the Bayside Business District

4. receives a report at the 18 June 2024 Council Meeting to consider outcomes of the community engagement; any subsequent changes to the strategy; and the adoption of the Economic Development Tourism, and Placemaking Strategy (2024–29).

Support Attachments

1. Draft Economic Development, Tourism & Placemaking Strategy 2024-2029 (EDTPS) ↓
2. Bayside Business Monitor ↓

Considerations and implications of recommendation

Social

Bayside has a strong local economy, very low unemployment, and a highly educated and skilled workforce. The challenge for Bayside is the ageing demographics and how as a community we care for our elderly. The Strategy seeks to encourage businesses to consider Bayside's well-resourced growing elderly community as a potential growth market for a range of goods and services.

Natural Environment

The approach to the strategy formulation has been to focus on promoting environmental sustainability. For instance, a range of tourism initiatives are considered eco -friendly inviting visitors to take care and be gentle on the local natural environment.

Climate Emergency

The first objective of the Strategy is to *"Proactively address climate change by promoting decarbonisation and assisting local businesses in transitioning to a sustainable and circular economy."* The Action Plan has several initiatives to address council's declared climate emergency.

Built Environment

The draft Strategy proposes to continue with the Built Environment Awards and a range of placemaking initiatives in activity centres. These initiatives should continue to enhance the local built environment.

Customer Service and Community Engagement

Extensive community engagement was undertaken, commencing 13 April 2023 to 10 May 2023, a period of 4 weeks to capture feedback to inform the strategy formulation. The consultation activities included an online survey and digital ideas board, community engagement sessions, discussions with traders and Council advisory groups.

Equity Impact

In development of this strategy, the requirement for Equity Impact pre-assessment has been completed. The pre-assessment concluded that this strategy:

b) does meet the requirement for a comprehensive Equity Impact Assessment (EIA).

The EIA is currently in progress.

Human Rights

The implications of the Strategy report have been assessed and are not considered likely to breach or infringe upon, the human rights contained in the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

Governance

Officers involved in the preparation of this report have no conflict of interest.

Legal

Not considered applicable to this report.

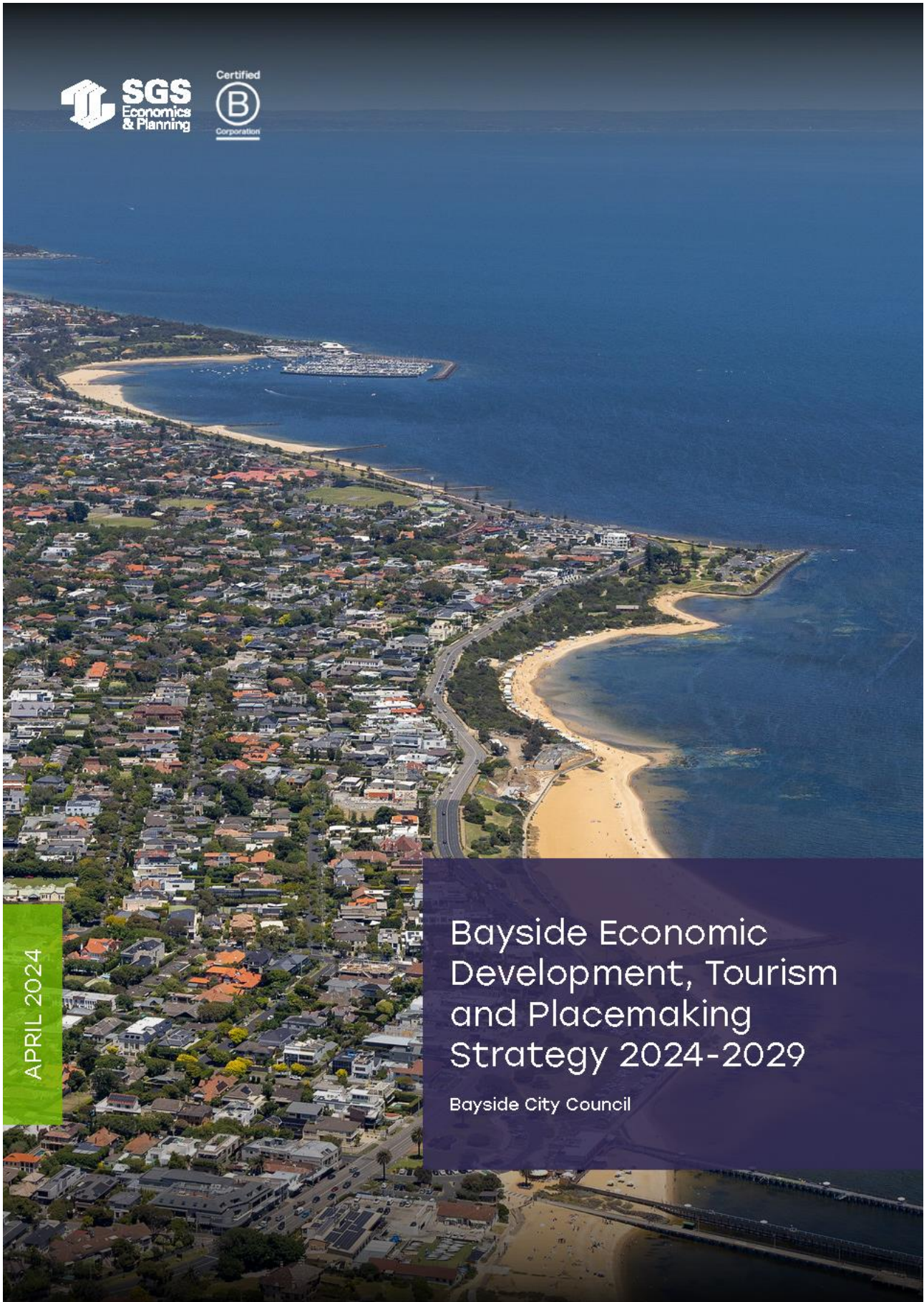
Finance

Council's Chief Financial Officer was consulted and has reviewed the recommendation outlined in this report. The Strategy's Action Plan is stretched over five years ensuring it is achievable within the existing resources of staff and budgets. No additional financial resourcing is proposed in the short term as initiatives will be funded from existing operational budget of the Economic Development Unit.

Links to Council policy and strategy

In formulating the Strategy, the consultants considered the Community Plan, Council Plan and several other strategies including:

- Economic Development Strategy (2014–19)
- Bayside Tourism Strategy (2013–18)
- Bayside Arts, Culture and Libraries Strategy (2023–27)
- Bayside Open Space Strategy
- Retail, Commercial and Employment Strategy (2016–30)
- Bayside Small Activity Centre Strategy (2014)





© SGS Economics and Planning Pty Ltd 2023

This report has been prepared for Bayside City Council. SGS Economics and Planning has taken all due care in the preparation of this report. However, SGS and its associated consultants are not liable to any person or entity for any damage or loss that has occurred, or may occur, in relation to that person or entity taking or not taking action in respect of any representation, statement, opinion or advice referred to herein.

SGS Economics and Planning Pty Ltd
ACN 007 437 729
www.sgsep.com.au

OFFICES IN CANBERRA, HOBART, MELBOURNE, AND SYDNEY ON THE COUNTRY OF THE NGAMBRI/NGUNNAWAL/NGARIGO, MUWININA/PALAWA, WURUNDJERI, AND GADIGAL PEOPLES.

Contents

Acknowledgement of Country.....	4
1. Introduction.....	6
1.1 Scope and purpose of the Strategy.....	6
1.2 Local economic development tourism and placemaking as a concept.....	8
1.3 Local economic development, tourism and placemaking working together in Bayside	9
1.4 Strategic alignment.....	10
1.5 The Role of Council.....	12
2. How the Strategy was prepared	16
3. Snapshot of Bayside and the economy.....	20
4. Factors shaping Bayside.....	23
5. Our vision	30
6. Our objectives.....	32
6.1 Overview.....	32
7. Implementation	42
8. Action plan.....	45

Attachments to the Strategy

Attachment 1: Economic Background Analysis

Attachment 1.1 – Bayside Business District (BBD)

Attachment 1.2 - Night-time Economy Study

Attachment 1.3 - Bayside Business Monitor

Attachment 2: Tourism Background Analysis

Attachment 3: Placemaking Background Analysis

Attachment 3.1 - Placemaking Action Plan (PAP)

Attachment 3.2 – Community Engagement Report (Placemaking Action Plan)

Attachment 4: Community Engagement Report (Economic Development, Tourism & Placemaking)

Acknowledgement of Country

Bayside City Council proudly acknowledges the Bunurong People of the Kulin Nation as the Traditional Owners and Custodians of this land, and we pay our respects to their Elders, past, present and emerging.

Council acknowledges the Bunurong's continuing relationship to the land and the waterways and respects that their connection and spiritual identity is maintained through ancient ceremonies, song lines, dance, art and living culture.

Council pays tribute to the invaluable contributions of the Bunurong and other Aboriginal and Torres Strait Island elders who have guided and continue to guide the work we do.



01

Introduction

1. Introduction

1.1 Scope and purpose of the Strategy

Background

Bayside City Council (Council) is preparing an Economic Development, Tourism & Placemaking Strategy (EDTPS) to provide clear direction and focus for achieving increased economic activity, sustainable tourism, and vibrant and attractive activity centres. Key priorities will create the conditions for a strong, adaptive, sustainable, and thriving future-focussed economy within Bayside. The Strategy will also provide guiding principles to promote sustainable tourism and create engaging, safe and inclusive places and spaces throughout Bayside's activity centres where people want to live, work, play and learn.

The key purpose of this Strategy is to:

- Build on the actions delivered through the 2014-2019 Economic Development Strategy and 2013-2018 Tourism Strategy.
- Incorporate placemaking as a tool to drive economic activity, tourism, amenity and connectedness for Bayside's activity centres.
- Reflect the changing economic conditions and opportunities facing Bayside including:
 - Industry disruptors – current and future trends;
 - Economic and job growth;
 - The unique economic development effects that Covid-19 has on the global, Australian and local economy;
 - Regional opportunities, and
 - Articulate Council's role and the focus for economic development, tourism and placemaking for the period 2024 – 2029.

Bayside in context

Bayside is located in Melbourne's south-east, around 8km from the Melbourne CBD. Bayside is bounded by Port Phillip Bay in the west and the Nepean Highway and Frankston railway line to the east, covering an area of 37 square kilometres. Over 102,000 people reside in Bayside (ABS Estimated Resident Population data, 2022) representing one of the most affluent socio-economic demographics in Melbourne. The local government area is home to some of Melbourne's iconic natural assets along its foreshore, coast and parks.

Bayside contributes to the wider economic region on the south-east primarily through Major Activity Centres (MACs) across Bayside. The EDTPS focuses on four MACs including Bay Street, Hampton Street, Church Street and Sandringham Village, the BBD as well as three Large Neighbourhood Activity Centres (LNACs) Gardenvale, Black Rock Village and Beaumaris Concourse.

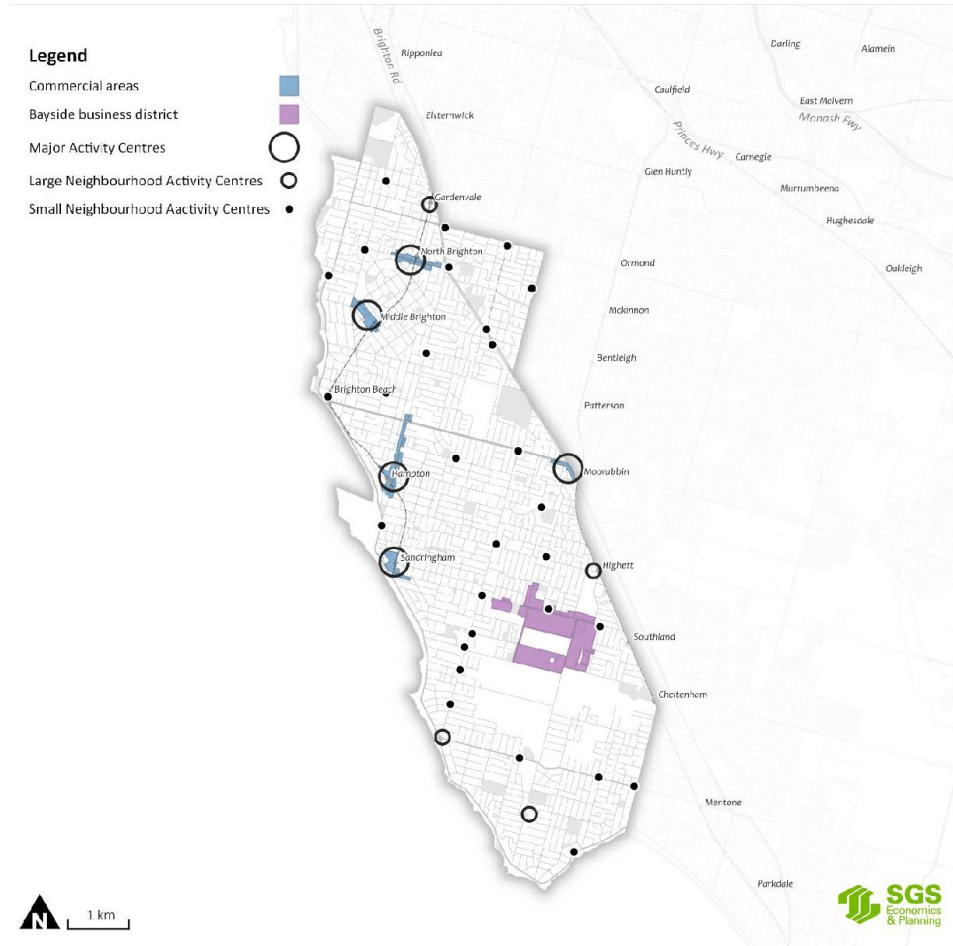
Each of these are considered 'Activity Centres'. Activity Centres are defined in Plan Melbourne, a Victorian State Government strategy intended to regulate development and growth across Metropolitan Melbourne, as mixed use Centres. Activity Centres are found across all Melbourne in different sizes and scales, often containing a combination of retail, commercial and residential uses. Plan Melbourne establishes a hierarchy of Centres based on their size, scale and role across the city. At the top are Metropolitan Activity Centres. These are supported by Major Centres and Neighbourhood Centres. Bay Street, Church Street, Hampton Street and Sandringham Village are considered "Major" Activity Centres and Martin Street, Black Rock Village and Beaumaris Concourse are considered "Large" Neighbourhood Activity Centres (LNACs).

Highett and Hampton East are two Centres where the functional activity area traverses municipal boundaries. Consequently, it is considered they require a coordinated approach with the relevant neighbouring Councils.

Hampton East is considered a MAC and is currently ear-marked by the Victorian Planning Authority (VPA) as an area for future development. The VPA are undertaking the development of Hampton East via their Activity Centre Program, part of the Housing Statement, encouraging the development of 60,000 new homes across 10 activity centres throughout Melbourne. Council will work with the VPA alongside Kingston and Glen Eira Councils to ensure the Centre review is undertaken to align with Council's policies and priorities and any resulting new planning controls and provisions, as part of this process.

It is acknowledged that the Bayside economy is made up of a larger network of 5 Major Activity Centres, Local Neighbourhood Activity Centres (LNACs) and Small Neighbourhood Activity Centres (SNACs), and the BBD as shown in the map below.

FIGURE 1: BAYSIDE'S ACTIVITY CENTRES



Source: SGS Economics & Planning, 2023

1.2 Local economic development tourism and placemaking as a concept

Economic development

Economic development typically refers to growing a local economy. This means growth in economic activity, such as more exports of locally manufactured products, or more visitors spending money on retail and hospitality offerings. Growth, in turn, allows businesses to invest in new equipment, hire more people and pay higher wages. Greater economic activity also means higher government revenues and more money to spend on better quality services for the community. Economic development enables a higher standard of living for people in Bayside.

Understanding how well a local economy functions also goes beyond growth measures and the number of jobs. Economic development must include a fair distribution of wealth, be environmentally sustainable and pursue climate action. Economic prosperity is closely linked to liveability and an equitable distribution of opportunity. Supporting local activity centres, community events, and access to high-quality infrastructure and services enables a strong economy and great communities.

Tourism

Tourism is a key contributor to economic development in local economies. Tourism attracts visitors into the area and generates income, employment and investment. A tourist or visitor is any person travelling for business or leisure. Tourism brings broader benefits to the local economy and stimulates other businesses and sectors such as hospitality, retail and entertainment services.

In 2019 tourism was estimated to be worth \$9,090 million to Greater Melbourne's economy (in direct and indirect Gross Regional Product), representing 2.7 per cent of the region's economy. In 2020 visitor spending in the region from domestic tourism fell by 70 per cent, from \$20,341 million to \$6,198 million (Tourism Research Australia, 2021, National Visitor Survey, Regional Expenditure Model (REM)), while international expenditure came to a halt due to the closure of Australia's international borders. Since then, expenditure has rebounded strongly, with Tourism Research Australia expecting a full recovery, however concerns remain for the largest tourism cohort, that is Chinese visitors, and the strength of the Chinese economy. Concerns also exist with inflationary pressures abroad and the disposable income available to international tourists.

Placemaking

Placemaking is an approach to designing public spaces that prioritises people. It aims to create vibrant and welcoming public spaces that promote social interaction and cultural exchange. Placemaking recognises that public spaces play an essential role in the social and cultural life of communities, and that they are critical to creating a sense of place and identity. Placemaking applies creative, playful, engaging and inspiring uses of everyday space complementing the specific needs and goals of a community. Some examples of placemaking projects might include creating public art installations, adding seating or lighting to a park or centre, or organising community events.

The goal of placemaking is to create public spaces that are not just functional, but also foster a sense of community and social connection. By creating places that people want to spend time in, placemaking can help to improve the health and wellbeing of the community and create a stronger sense of belonging and connection to ensure long-term sustainability and prosperity. Successful placemaking not only generates important social outcomes for the community but provides real economic benefit.

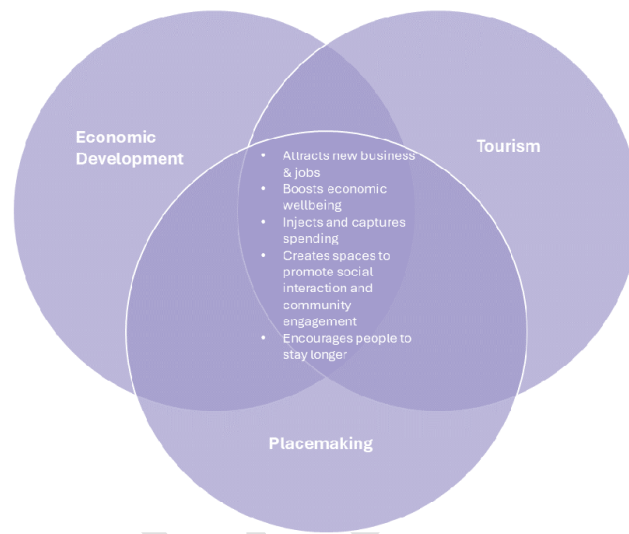
1.3 Local economic development, tourism and placemaking working together in Bayside

It is recognised that the areas of tourism, economic development and placemaking are strongly interlinked. Economic development fosters initiatives that incentivise and attract new businesses and jobs to improve the economic wellbeing of a community. Tourism stimulates local economies by injecting and capturing spending from outside of the local area. Placemaking creates public spaces that

promote social interaction and community engagement, attracting tourists, encouraging them to stay longer, and enhancing the health and wellbeing of the community.

Converging the three components of tourism, economic development and placemaking in this Strategy provides a strategic holistic approach and sets a vision in delivering future economic, community and environmental benefits to Bayside.

FIGURE 2: THREE COMPONENTS OF THE STRATEGY



1.4 Strategic alignment

Bayside 2050

The Bayside 2050 Community Vision is an aspirational view of a desired future for Bayside that sets out the key priorities and values that Council and the community will use to help make decisions to shape the future of Bayside. Through this, Council and community developed a community vision statement:

“Bayside in 2050 leads the way demonstrably as a diverse, healthy and liveable place. We value economic and cultural progress, environmental sustainability and protection of open spaces and coastline, and we nurture inclusiveness, safety, accessibility, community vibrancy, creativity and innovation.”

Bayside Council Plan 2021-2025

The Council Plan sets Council’s vision goals, strategic objectives and strategies over a four-year period.

Bayside City Council’s vision is to:

“Partner with our community to protect and care for the community of life in Bayside making an inclusive, active, healthy, connected and creative experience for all.”

The Plan aims to deliver on this vision through four focus areas or goals. Each of the goals strategically align with the themes developed in the Bayside 2050 Community Vision.

- Goal 1: Our Planet
 - Lead better, smarter and sustainable futures.
- Goal 2: Our People
 - Nurture all people and thriving healthy communities.
- Goal 3: Our Place
 - Foster Bayside's liveability, open space and exceptional places.
- Goal 4: Our Promise
 - We promise open and accountable civic leadership.

Other Council policies and strategies

Local economic development involves numerous functions within the Council, including specific projects and programs, as well as more indirect policies and actions aimed at fostering various economic benefits such as transportation improvements, land use planning, and the enhancement of community health and well-being. The EDTPS maintains a mutually beneficial relationship with these strategic plans. It draws insights and analysis from these documents while simultaneously establishing goals and a framework for economic development.

Other Council policies and strategies considered in forming this Strategy include:

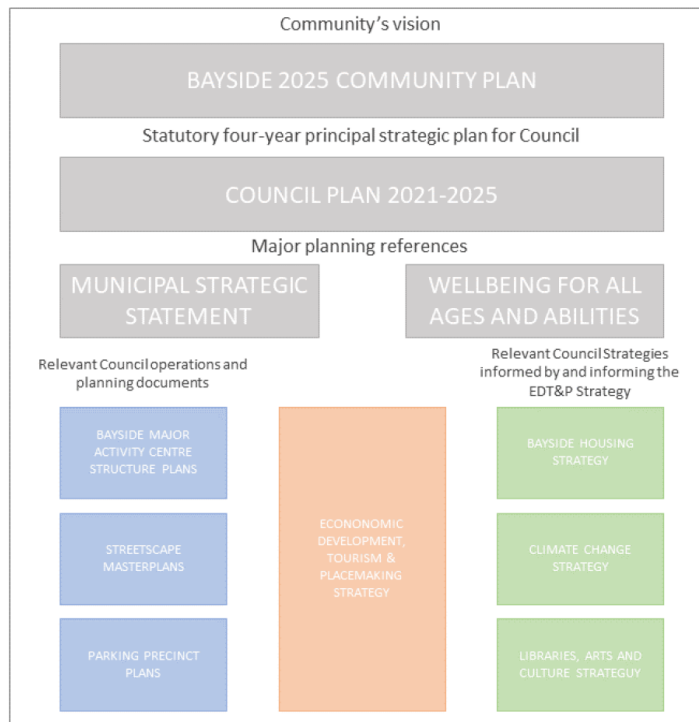
- Economic Development Strategy (2014)
- Bayside Tourism Strategy (2013)
- Bayside Arts, Culture and Libraries Strategy (2023–2027)
- Bayside Open Space Strategy
- Retail, Commercial and Employment Strategy (2016-2030)
- Bayside Small Activity Centre Strategy (2014)

The Strategy is also informed by the Bayside Business Monitor (Attachment 1.3). The Business Monitor has been produced by Council on an approximate five-year cycle to provide analysis of the physical and economic characteristics and changes of Bayside's commercial precincts. The Business Monitor informs Council's economic development interventions and Action Plan. It is intended to undertake the Business Monitor at the close of the Strategy in 2029.

The EDTPS sits beneath the Council Plan and aligns with and supports Council and community ambitions in many existing strategy areas.

For alignment of Council policies and strategies see Figure 3, below.

FIGURE 3: ALIGNMENT OF THE EDTPS WITHIN COUNCIL POLICIES AND STRATEGIES



1.5 The Role of Council

Under the *Local Government Act (2020)* Councils are charged with providing good governance in their municipalities for the benefit and wellbeing of the municipal community. Moreover, the *Act* points to governance principles that Councils are expected to adhere to including:

- Prioritising the best outcomes for the municipal community, including future generations;
- Promoting the economic, social, and environmental sustainability of the municipality; and
- Engaging in strategic planning and strategic decision making after considering state, national and regional plans.

Given the nature of the challenges and opportunities facing the economy, it is important to be clear about Council’s agency and the impact it can make.

Firstly, Council provides a range of services directly to local business to simply meet the standard expectations of support held by the business community. These services include regulations and local laws, capital works, business support and advice, training and skills development for business owners/managers, promotion campaigns and capacity building initiatives such as staging of local events.

Examples of these services are:

- Business newsletters with current seminars, workshops and training information as well as providing a Business Concierge service and a liaison for each MAC.
- Promotional campaigns such as:
 - “The Whole Picture” exhibition, an art installation of historical Brighton images displayed along the walls of Bay Street Brighton; and
 - The social media campaign “The Faces Of” where local business owners in MACs and LNACs share their stories with the local community via social media platforms.
- Supporting local events including the Sandringham Festival at Sandringham Village, a program of Activity Centre Christmas activations and themed events such as the Hampton Street Car Rally, Hampton.

Other direct services include the provision of commercial and industrial zoned land, infrastructure services (local roads, drainage etc.), streetscape improvements, investment attraction and business site brokerage, street cleansing and waste management and the provision and management of economic assets like visitor centres, libraries, and art centres.

Examples of these direct services are:

- Promotional campaigns such as:
 - Delivery of expanded capital works programs such as the Dendy Beach Pavilion and associated Visitor Management Plan
 - Centre footpath maintenance and upgrade program
 - Weekly Centre footpath and street cleaning and monthly pressure cleaning

Council also advocates on behalf of the community for funding and the delivery of services or infrastructure that are not the direct responsibility of Council to deliver. Council can also advocate for behaviours and actions from the community and businesses to better Bayside.

Examples of these are:

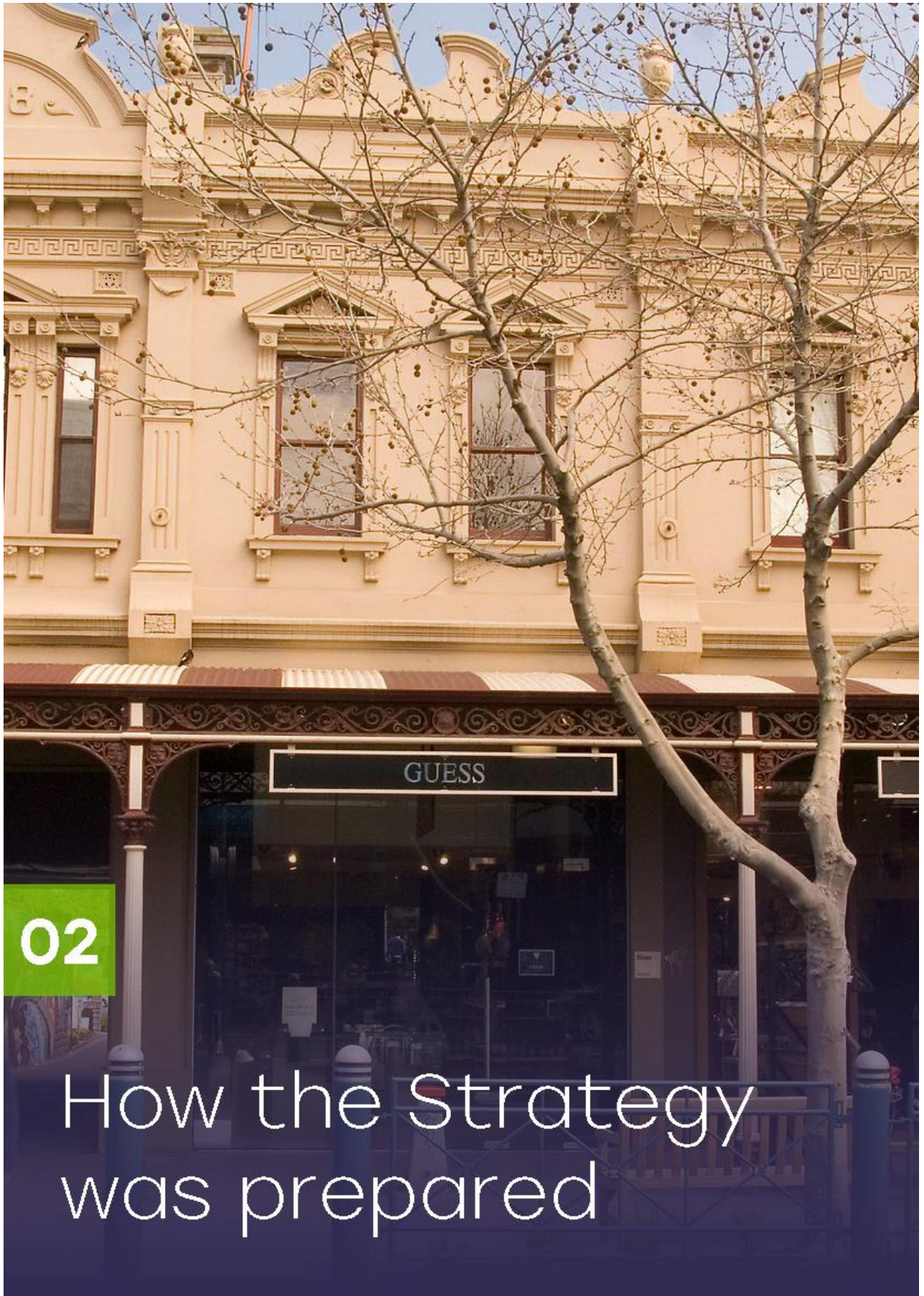
- Buy local campaigns ran across Bayside however specific to each Centre
- Encouraging behaviour change by promoting green initiatives via Council newsletters
- Securing funding to improve Council processes for the provision of permits

Council also often facilitates outcomes for its community through building partnerships, changing regulations, promoting opportunities, and building the capacity of community members and organisations.

Examples of community outcomes facilitated by Council:

- Regular business networking opportunities through the Bayside Business Network (BBN)
- Partnerships with Rotary Clubs to deliver community events including The Bayside Art Show, The Great Bayside Swim and local farmers' markets
- Support Trader Associations to deliver themed events to their Centre

The Strategy is a tool for both advocacy and facilitation. The Strategy provides a vision for the future of the economy, which aims to galvanise and harmonise the economic development activities of all stakeholders, including the Commonwealth and State Governments and their agencies, local business leaders, local institutions, and the general community.



2. How the Strategy was prepared

Approach to the task

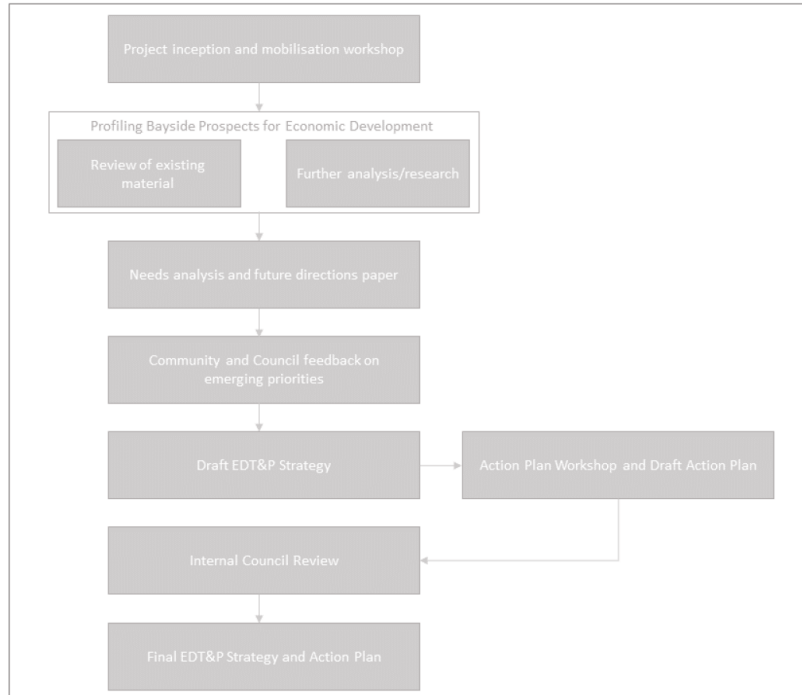
Understanding the local Bayside context and economy, including its strengths, gaps and opportunities for the community, was at the project's core. The local context was explored through stakeholder engagement and utilising Council's strong understanding of the local business community. Other inputs in drafting this Strategy include SGS's background economic analysis on the state of the economy and global and national trends, background information on the Bayside Business District (Attachment 1 - 1.1), a previously completed Night Time Economy Study (Attachment 1 - 1.2), an updated Bayside Business Monitor (Attachment 1 - 1.3), Tourism Background Analysis (Attachment 2) and a Placemaking Background Analysis (Attachment 3). A focus on what is important right now, as well as taking a global perspective was a feature of the process.

Extensive community consultation was undertaken with the local business community as well as the wider population in the process of formulating the Strategy's objectives, and actions (Attachment 4 – Community Engagement Report).

The Strategy that has emerged demonstrates rigorous economic analysis and carries the local context of Bayside. The aim is to generate a Strategy supported with an Action Plan that is financially responsible in a constrained fiscal environment that is innovative and practically prioritised to deliver over five years. The Action Plan is also targeted, realistic, achievable and represents Council's contributions in setting Bayside up for future prosperity.

The work was completed in stages, as shown in the figure below.

FIGURE 4: PROJECT PROCESS DIAGRAM



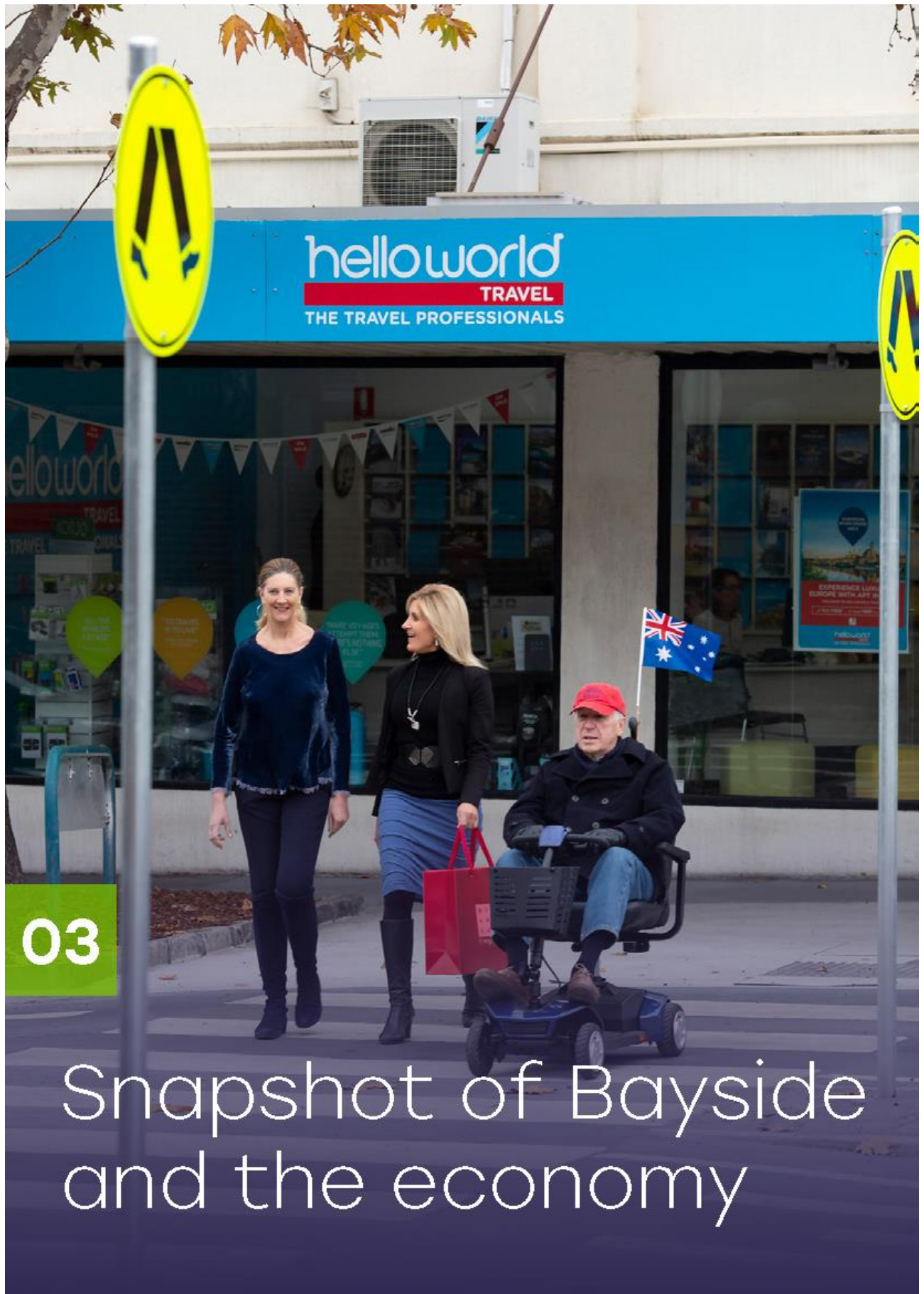
Structure of the Strategy

The figure below outlines how the Strategy is structured and linked together. The Strategy outlines our ambition for Bayside, followed by how we will achieve this.

FIGURE 5: STRUCTURE OF THE STRATEGY



DRAFT



03

Snapshot of Bayside and the economy

3. Snapshot of Bayside and the economy

Bayside City in Context

Bayside is located in Melbourne’s south-east, around 8km from the Melbourne CBD. Bayside is bounded by Port Phillip Bay in the west and the Nepean Highway and Frankston railway line to the east, covering an area of 37 square kilometres. Over 102,000 people reside in Bayside and enjoy a high quality of life.

Gross Regional Product

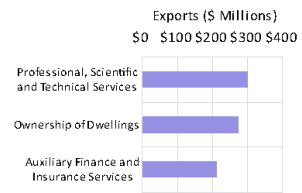
Bayside’s GRP was \$3.14 billion in 2021, generated by nearly 9,000 local businesses, government institutions and 29,656 workers. Our economic growth has been strong, peaking at 6% in 2022. Our economy has rebounded strongly from the effects of Covid-19 with a GRP growth rate above pre-pandemic levels.



Regional Exports

Professional, scientific and technical services is the largest industry in Bayside generating around \$300 million for the Bayside economy in 2020/21. Three other sub-industries have an export value above \$200 million: auxiliary financial and insurance services, residential building construction and non-residential property operators and real estate agents.

TOP 3 EXPORTS FROM THE BAYSIDE ECONOMY



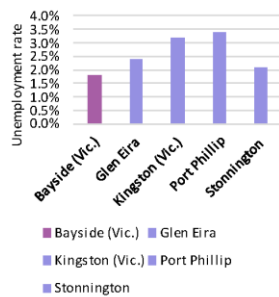
SOS ECONOMICS AND PLANNING: BAYSIDE ECONOMIC DEVELOPMENT, TOURISM & PLACEMAKING STRATEGY 2024-2029

20

Economic Performance

Our community is prosperous with low unemployment, a highly skilled workforce and a diversity in key industries. Bayside has high participation rates from both youth and female workers, pointing to a more inclusive economy.

UNEMPLOYMENT RATE COMPARED TO SELECT LGAS



Infrastructure upgrades and investment

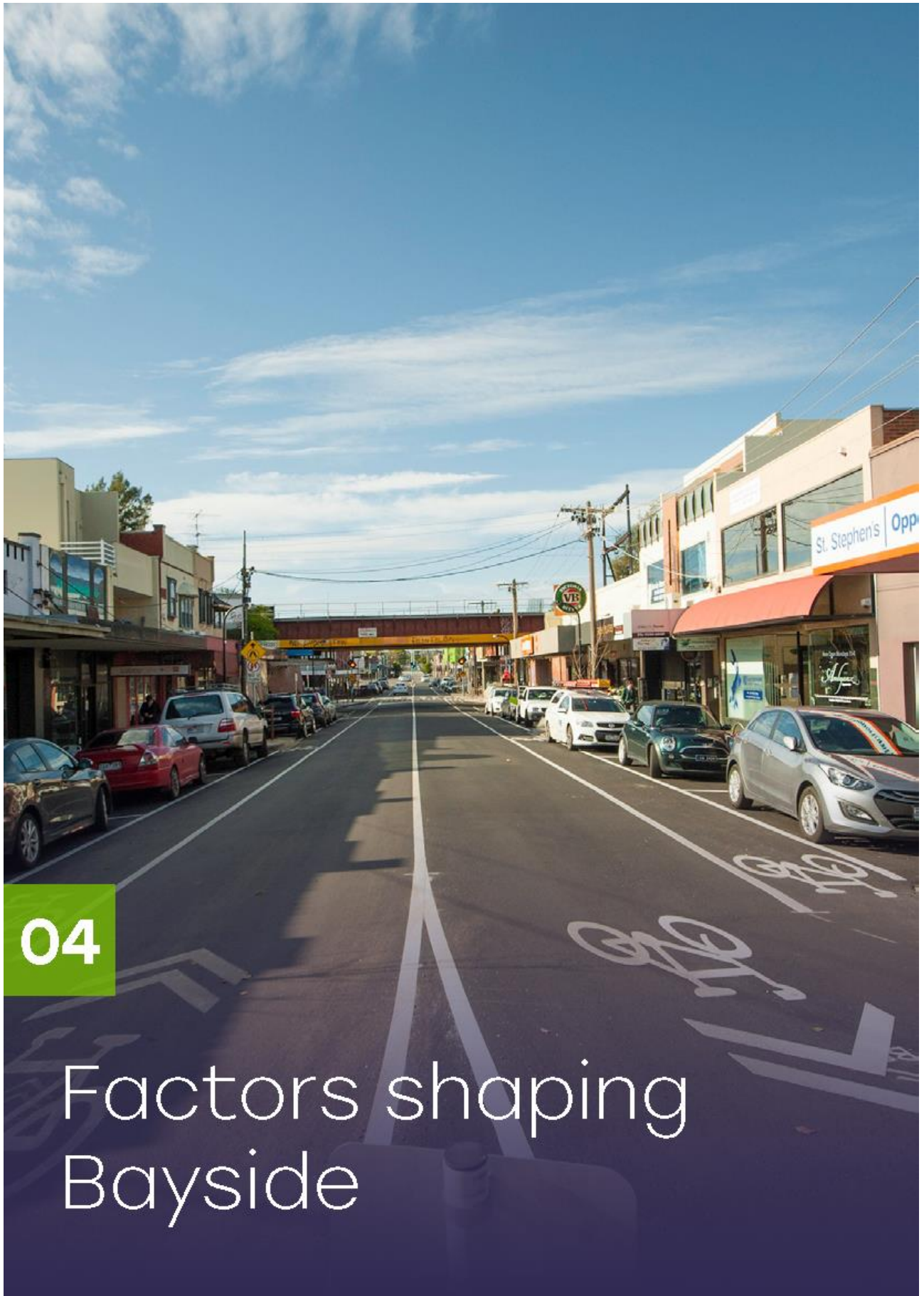
There are a number of key infrastructure and transport projects that will help to shape Bayside’s future. The Suburban Rail Loop (SRL) offers an opportunity to link the Bayside economy into the wider region through the nearby Cheltenham station. Level crossing removal projects also provide a chance to transform activity centres through urban design upgrades.

Opportunities

There are opportunities to improve economic performance, aligned with goals to support and develop local businesses, to responsibly attract investment and to enable innovation

SOS ECONOMICS AND PLANNING: BAYSIDE ECONOMIC DEVELOPMENT, TOURISM & PLACEMAKING STRATEGY 2024-2029

21



04

Factors shaping Bayside

4. Factors shaping Bayside

Our economy is connected and open. Technological change, national and global events will shape our economic performance. Key factors shaping the economy are set out in this section.

Industry 4.0

The economy is undergoing technological shifts driven by a new wave of advanced technology, including artificial intelligence, machine learning, cloud computing, and robotics, among others. These technological advances are expected to most profoundly impact the manufacturing sector, logistics, healthcare, and energy use and distribution. It is also expected to significantly change the nature of work, as many routine tasks are automated. These trends are not only having significant implications for 'how' people work, but also 'where' and 'when' they work.

The BBD is seeing a shift from traditional manufacturing to knowledge-based industries in line with industry 4.0 trends. This area is a key economic precinct within Bayside.

The knowledge economy

Due to a growing and increasingly affluent and educated population, economic growth in major western countries is increasingly driven by knowledge-based service industries. There is an ongoing transition from 'making and growing things' to a broad portfolio of knowledge sectors. This has been evident in the BBD's transition from a traditional industrial precinct to a business district that has seen increasing growth in knowledge economy related businesses.

The potential of the BBD to transition to its use in the knowledge economy is being curtailed by the significant levels of vacancy in the Melbourne CBD. In February 2024 the CBD vacancy rate was estimated at 16.4%*. This high level of vacancy and the subsequent lower rents contributed to a major employer from the BBD, estimated 600+ employees, recently relocating to the CBD. The CBD vacancy rates are projected to continue as office workers proceed with the hybrid working model.

Bayside has a highly educated workforce with over a quarter of Bayside residents holding a post-school qualification predominantly in management, commerce and health. Bayside has a higher share of residents educated in these fields than across Greater Melbourne.

Ageing population

Like many western countries, the pace of the Australian population is ageing much faster than in the past. People worldwide are living longer. This demographic shift has significant implications for health, policy, social systems and the role of the workforce and economy. Ageing populations require specific services such as targeted health and community infrastructure and services that support in-home care. Economic centres will need to cater to shopping, medical care, social services, recreation, and activities. It is also equally necessary that the built environment, infrastructure, and transport services to these

economic centres support their mobility needs. Therefore, this ageing population will require sufficient availability of local services to be distributed throughout local areas to ensure their needs are met.

Bayside is likely to find the challenges of an ageing population more prevalent than in other areas across Greater Melbourne as, compared with Greater Melbourne, Bayside has an older population with a median age of 45, whereas Greater Melbourne has a median age of 37.

Growth of the care economy

The care economy is Australia's fastest-growing employment sector, fuelled by population growth and ageing. Health care and social services are essential to the health and wellbeing of the people of Bayside. These services help people to lead the life they want, regardless of age, language barriers or disability. Healthcare, aged care and social services are also major economic sectors. The care and learning economy generates over \$500 million worth of economic activity in the city and is growing. The sector provides jobs, can drive innovation and be an exporter by selling services to the region and products overseas. As such, it has enormous potential to drive inclusive local economic development.

The health care sector is one of Australia's highest-performing sectors, growing at double the pace of Australia's GDP. With an ageing population, new technology innovations and investments post the pandemic, the health care sector can only continue growing.

Bayside's local workforce has a higher specialisation in the health care industry compared to Greater Melbourne due to health care facilities such as Sandringham Hospital and Linacre Private Hospital being located within the municipality.

Major transport projects

Major transport infrastructure projects are underway and mass transit projects like the Metro Tunnel and Suburban Rail Loop (SRL) will transform the city. In particular, the SRL will strengthen the role of major activity centres where new stations will be located, including Cheltenham and the BBD. As the Level Crossing Removal Project continues across Melbourne, Highett is set to remove two level crossings (Wickham Road and Highett Road) which will bring with it opportunities for a transformation of the Centre.

These major transit projects will greater connect Bayside to surrounding markets, workers and opportunities.

Labour shortages

The demand for workers in specific sectors such as education, health and construction has significantly increased over the COVID-19 pandemic period. The National Skills Commission has identified key occupations to be considered in shortage.¹ Specifically, the need for health professionals increased nationally by 47 percentage points in 2022.² For Victoria, the Commission also identifies strong future

*Australian Financial Review Feb 2024 (Property Council's bi-annual CBD's office markets update).

¹ Occupations are in shortage when employers are unable to fill or have difficulty filling vacancies for an occupation or cannot meet significant specialised skill needs within that occupation, at current levels of remuneration and conditions of employment, and in reasonably accessible locations. Based on this definition, the primary measure of an occupational shortage is the ability of employers to fill vacancies (known as the vacancy fill rate).

² National Skills Commission, 2022 Skills Priority List Key Findings Report

demand for registered nurses and general practitioners in the health professional category; software engineers and data scientists in the professional and technical services, and technicians and trade occupations such as electricians and engineers.

As of late 2022, just 1.8 per cent of the Bayside labour force was unemployed.³ This is the lowest unemployment rate in the region. Sharp falls in numbers and rates of unemployment and underemployment are indications that the labour market is tightening rapidly.

COVID-19 impacts by industry sector

The economy was disrupted by the COVID-19 global pandemic of 2020-2022. Business owners suffered as they closed to protect the community from illness. The community suffered as well, as day-to-day lives were upended in lockdown, jobs were lost and studies were undertaken from home. COVID-19 has accelerated trends already occurring across Australia and Melbourne, such as increasing automation, the rise of the digital economy, and the shift towards online retailing. While these macroeconomic trends will drive increasing economic outputs, the short-term impact of COVID-19 has been negative.

Before COVID-19, tourism in Victoria represented 6.4 per cent of Gross State Product (GSP). In 2020-21, it represented only 2.3 per cent.⁴ The sector continues to recover as overseas migration resumes, but it is uncertain how fast the recovery will be as risks in the global economy have emerged with low economic recovery from China and less disposable income from foreigners due to inflationary pressures abroad. The retail trade and arts and recreation industries have not seen the number of businesses rebound to pre-pandemic levels.

Bayside has seen growth in the number of businesses trading within the municipality and in 2022 professional, scientific and technical services, health care and social assistance, accommodation and food services industries were above pre-pandemic levels. During the pandemic, Bayside City Council expanded its social media presence to promote local businesses. Feedback was received that this was extremely impactful work that continues to benefit the local business community.

Working from Home

Increased levels of working from home was a trend before the pandemic but accelerated rapidly during COVID-19. For jobs where working from home is possible, most workers now choose to work in a hybrid model, spending a few days in an office and the rest at home and in their local communities. Most businesses will still locate in cities because by clustering together, firms and individuals will continue to benefit from knowledge spillovers, labour market interactions/pooling, and linkages between intermediate and final-goods suppliers. However, the shift in working location from the CBD to suburban areas (at least some days a week) is causing a spreading out of economic activity. As residents work online, there will be an increased demand for local healthcare, education, personal services (hairdressers, mechanics etc.), hospitality and retail. Therefore, as fewer people leave the local area for work each day, combined with a growing population, the need for local household serving industries will rise.

³ ABS Labour Force and National Skills Commission Small Area Labour Market data, 2022.

⁴ Business Victoria, Victoria's Visitor Economy Performance Results – year ending September 2022.

Given the residential nature of the municipality, high skill levels and the small economic base, it is not surprising that around half of Bayside's residents work from home.⁵ Co-working spaces appear to be providing a solution to the growing demand for a more flexible work life.

Circular and low carbon economy

Economic activity uses resources and creates emissions and waste. The Circular Economy addresses these issues as it considers waste as a resource and addresses climate change. The 'circularity' of the economy has profound influences on everything from precinct development, supply chain processes and the process of design and manufacturing. It is, therefore, a concept that can and should underpin economic development that can sustain prosperity.

Council is already committed to creating a sustainable and resilient community. In response, Council declared a Climate Emergency in 2019 and developed the Climate Emergency Action Plan 2020-2025. The Action Plan focuses on reducing emissions, carbon neutrality, transitioning to a circular economy and prioritising climate mitigation and adaptation. Following this, Council adopted a community greenhouse gas emissions reduction target of 75% below 2005 levels by 2030, and net zero by 2035. Educating and mobilising the community as partners is central to this effort. Council is also contributing through integrated water management, developing an urban forest and supporting better urban design to mitigate climate threats like urban heat island effects. Council plays a critical role in emergency planning and recovery and has both an Emergency Management Plan and a Health and Wellbeing Plan.

Community focussed economic development

New economic development thinking focuses on community outcomes. One example is community wealth building (CWB), which is about creating a fairer and more sustainable economy. CWB initiatives aim to retain and build wealth that adds social value from within rather than relying on external inward investment. Anchor institutions who employ and spend a lot of money locally, like hospitals, schools, large businesses and Council itself, have a critical role in this agenda as they are large commercial, public and social sector organisations with a significant stake in a city, distinct from businesses whose capital is ultimately mobile.

A key aspect of building an inclusive economy is a change of mindset. Development is not only about what can be attracted or constructed through external investment but more about what the city already has and how it can be nurtured to build from within.

Bayside's 2050 Community Vision is an aspirational view of a desired future for Bayside that sets out the key priorities and values that Council and the community will use to help make decisions to shape the future of Bayside.

Tourism 4.0/Experience economy

The term 'Experience Economy' was coined in 1998 by the Harvard Business Review. The phenomenon took off some years later with Millennials in the desire for wanderlust travel through the rise of social media and in the search for happiness and tourism experiences that align with their personal values and interests. Consumer needs have shifted beyond retail goods, with a greater focus on happiness and experiences and expectations for a unique experience. This is also commonly referred to as Tourism

⁵ ABS Travel Method to Work data, 2021 as shown in Figure 36 of Background Analysis Report.

4.0. Tourism 4.0 initiatives aim to reduce the adverse effects of tourism on the environment, increase the use of technology in the tourism sector, and develop cooperation models among partners.

In response, many tourism businesses now aim to provide a more personalised travelling experience. Technology has played a role in this, as consumers have become more educated and can search, validate and communicate their preferences online. As a result, big data analytics play a more vital role within this new ecosystem. To remain agile in this competitive market, businesses must correctly understand and embed the customer base into the experience.

The creative industry also plays a role in tourism by increasing the attractiveness and authenticity within an area and increasing visitation.

In Bayside, our approach to the 'experience economy' focuses on improving the tour experience, by integrating our coastal trails with information on indigenous heritage, history, art and the environment through an innovative guided tour app. This technology enhances visitor experiences while gathering data on preferences and usage, guiding our tourism development. Additionally, Council seeks to better understand tourism spend and its impact across the municipality through spend mapping tools to measure the efficacy of our support initiatives and refine our strategies to leverage a greater benefit from visitation for Bayside's local economy.

The Bayside Tourism Network (BTN), a committee of local tourism experts, meet regularly to provide their local tourism industry expertise on Council's tourism strategies and initiatives, ranging from the Dendy Beach Visitor Management Plan (DBVMP) to international events such as the Tasar World Championships held at Sandringham Yacht Club.

The night-time economy

City centres are now much more than a hub for workers and business activities during 9-5 hours Monday to Friday. In recent years, night-time economies (NTEs) have been increasingly recognised for their importance to a city's social, cultural and economic value. The 24-hour economy balances daytime activities with a vibrant night life from 6pm to 6am. Cities worldwide and within Australia have recognised the great potential for a 24-hour economy to drive economic growth.

The 24-hour economy supports various industries, including live music and music venues, theatres, recreation, transport, gyms, retail, and hospitality. While NTEs help economic growth, there are many other benefits, including improved safety, cultural activation, visitor appeal, increased diversity of experience and improved city reputation.

More broadly, cities recognise the importance of NTEs in creating more economically diverse cities as the world emerges from the COVID-19 crisis. Industries associated with NTEs (e.g. food and beverage services, arts and recreation) were those most severely impacted throughout the COVID-19 pandemic, and 24-hour economy strategies can help facilitate their recovery and development.

New demand for NTE activities in Bayside will be generated through increasing populations in the vicinity of Centres. As both local and state planning policy continues to direct higher density living options around our activity centres and public transport nodes, there will be an increased number of people living in close vicinity to our activity centres, boosting demand for NTE activities and services.

Accessible tourism

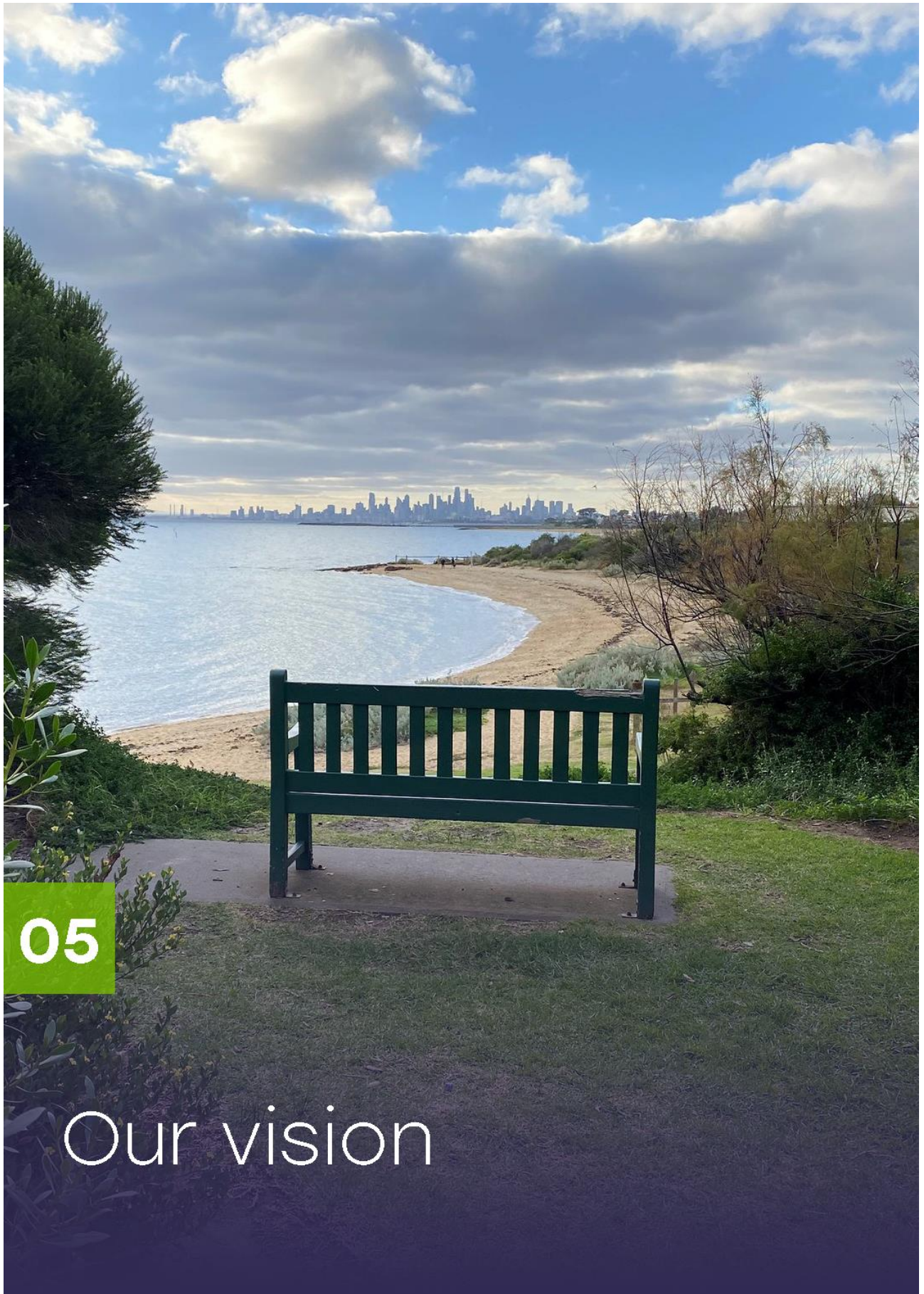
As communities seek to improve their inclusion and accessibility, so do tourist destinations. Accessible tourism is another emerging trend, incorporating options and experiences that are open to those with a

disability or who have special needs requirements when travelling. People with a disability account for 11 per cent of Australia's overall tourism expenditure, and the benefits of tapping into that market are far-reaching – more people can enjoy travel, and the tourism industry sees more visitation and spending. People with disability spend similar amounts on trips compared to people without. However, their trips tend to have a multiplier effect because they travel in larger groups, making their total trip expenditure greater.

In accessible tourism, information is as important as the spaces themselves. Bayside is extending and improving on accessibility for all abilities, however better communication channels need to be developed highlighting tourism locations that are accessible.

Bayside already offers a range of accessible tourism options, including:

- Ricketts Point beach wheelchair access ramp to the water
- Wheelchair and stroller-friendly walking paths
- Accessible public toilets
- Accessible transport options



05

Our vision

Our vision

To create a thriving community that celebrates its natural beauty and cultural richness. We envision a dynamic economy built upon sustainable industries, fostering innovation and job growth while preserving our natural coastal environment. Our commitment to tourism showcases our picturesque landscapes, vibrant local culture and iconic heritage sites, attracting visitors both locally and from around the world. Our public spaces are welcoming, accessible, engaging and safe community hubs that reflect the heart and soul of Bayside.



06

Our objectives

6. Our objectives

6.1 Overview

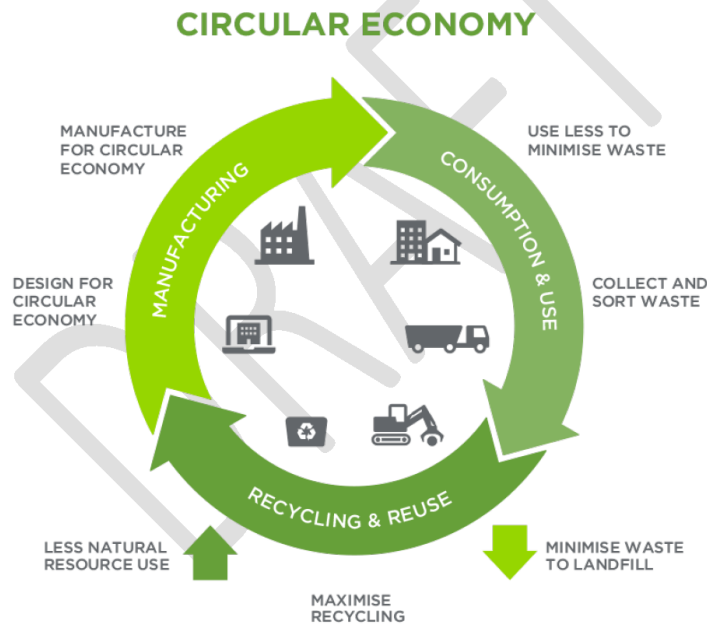
Aligned with the Vision, the objectives and actions have been formulated to increase local economic activity. This creates a locally connected economy using a people-centred approach to local economic development and redirecting wealth back into the local economy so that residents and businesses experience greater benefits and control in their economy.

Objective 1	Proactively address climate change by promoting decarbonisation and assisting local businesses in transitioning to a sustainable and circular economy.
Objective 2	Enhance Bayside’s dynamic centres through strategic, customer-centric placemaking, to support local economic growth and cultivate a deep connection and identity of place within the community it serves.
Objective 3	Develop a nuanced visitor offer, which enhances the natural, cultural and heritage assets of Bayside while respecting the diverse interests of all stakeholders.
Objective 4	Cultivate a thriving and robust local economy, creating job opportunities for a skilled workforce, nurturing a responsive local business community attuned to community needs, and being agile in adapting to changing economic circumstances.

Objective 1: Proactively address climate change by promoting decarbonisation and assisting local businesses in transitioning to a sustainable and circular economy.

Council is committed to reaching its net emission, zero emissions target and is leading circular economy and sustainability initiatives. In Bayside, the community highly values its beaches, foreshore and open spaces. As a beachside municipality, Bayside is vulnerable to climate change impacts - storm surge, coastal erosion, sea level rise and extreme heat. Therefore, action on the climate emergency is very important for the community’s economic future.

From an economic development and tourism perspective, the move towards net zero emission targets and circular production models will impact businesses, particularly those with high emissions, resource and energy use or waste production. But these necessary shifts will drive investment and innovation. Climate adaptation and managing climate risk and natural disasters will also drive investment to make industries, infrastructure, and communities resilient.



Council is committed to reducing its emissions and demonstrates this across a number of policies and strategies, including:

- Council Plan Actions and Council Vision
- Climate Emergency Action Plan 2020-25
- Environmental Sustainability Framework
- Integrated Water Management Plan

- Waste & Recycling Strategy
- Urban Forest Strategy
- Built Environment Awards – Sustainable Housing

Council has a key role in promoting circular economy principles across the business network of Bayside.

Examples of relevant actions for this objective include:

- Support interested businesses' transition to environmentally friendly practices and sustainable technologies through government programs and initiatives
- Explore circular economy programs and incentives (ie. lower waste and material costs) to encourage sustainable practices and resource efficiency with interested local businesses.
- Facilitate interested businesses' transition to green power by offering power purchasing agreements, fostering sustainable energy practices and reducing environmental impact.



Objective 2: Enhance Bayside’s dynamic centres through strategic, community-centric placemaking, to support local economic growth and cultivate a deep connection and identity of place within the community it serves.

The existing urban amenity, social infrastructure, transport and placemaking already make Bayside an attractive place to live, visit and work. But opportunities to evolve and improve the function of major and local activity centres needs to constantly be pursued to ensure high footfall to support entrepreneurship and new and thriving businesses.

A strength of Bayside is the well-dispersed and diverse range of Centres. Bayside’s thriving local shopping villages are crucial to the local economy. Activity Centres provide access to local services, community facilities, public transport and employment. The development of Activity Centres has been the focus of prior Council policies and actions. However, place development is ever evolving and remains a critical task for economic development.



Council plays a key role in creating and activating places such as:

- **Amenity services and infrastructure:** with the provision of essential community infrastructure, services, and amenity within activity centres.
- **Placemaking and activation:** implementing and supporting placemaking activation to create vibrant, safe and accessible public spaces and places for the community to connect, engage and enjoy.
- **Marketing and promotion:** promoting activity centres as desirable places to live, work, play, shop and invest.
- **Events and programs:** delivering and supporting events and programs that have social, cultural, and economic benefit for the community.

Examples of relevant actions for this objective include:

- Increased frequency of monitoring and responsiveness to litter, street cleanliness, maintenance and upkeep of street furniture to enhance the aesthetic appeal of the centres.
- Explore potential enhancements within the centres including the public art/murals, ambient lighting, centre-branded wayfinding signage and street furniture
- Deliver the Christmas decoration program safely, featuring high-quality and prominently displayed decorations to enhance foot traffic in Bayside’s Activity Centres during the festive season.



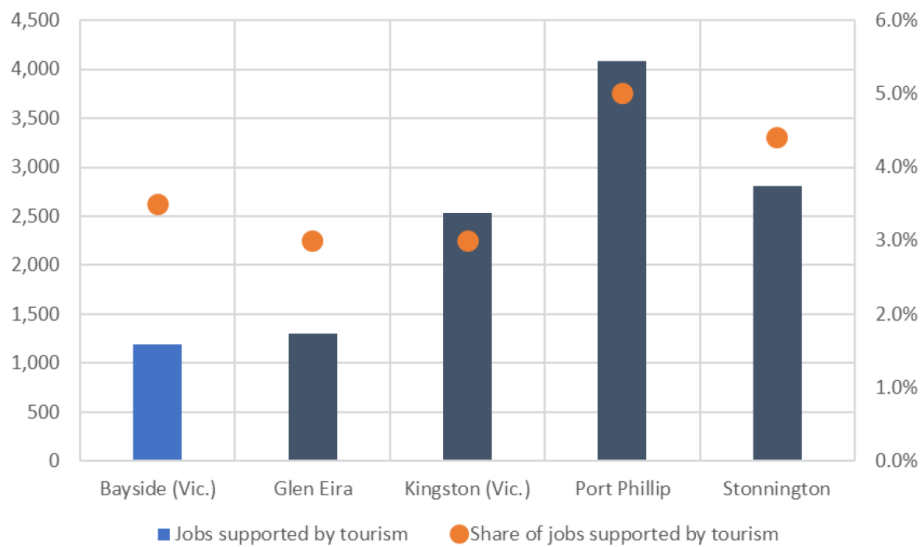
Objective 3: Develop a nuanced visitor offer, which enhances the natural, cultural and heritage assets of Bayside while respecting the diverse interests of all stakeholders.

Tourism relates to people spending money in places they don't usually live or work. This includes residents of Greater Melbourne (not just interstate or international arrivals) travelling to Bayside for day trips. They might visit natural areas, shop, visit arts or hospitality venues, or use local services like health care or education. For example, people visit Bayside for its beaches and walk or bicycle with friends. They then visit a local café for coffee or lunch, spending money in the local economy.

The attraction of tourists generates income for businesses across many sectors, including accommodation, hospitality, retail, transport and food producers (bakeries, breweries etc.). The creative industry also plays a role by increasing visitation through events, markets and activations.

Tourism has the potential to play a larger role in the Bayside economy. Bayside has just under 1,200 people employed in tourism-related industries, 3.5 per cent of total employment. Industries related to tourism also provide export revenue for the local economy, including retail trade (\$114 million), food and beverage services (\$101 million) and sports and recreation (\$76 million).

FIGURE 6: JOBS SUPPORTED BY TOURISM, 2021



Source: REMPLAN, economic profiles, using ABS 2021 Census Place of Work Employment.

From an artistic and cultural standpoint, Bayside is already home to events like the Sandringham Festival, Bayside Art Show, events held on the grounds of Billilla Mansion, international sailing regattas, international golfing events, local farmers markets, local artists and street festivals. More recently, the

Museum of Play and Art opened in Sandringham and has been described as Australia's most acclaimed children's museum by Visit Victoria.

Bayside's coastline is home to the most important urban fossil sites in Australia, and these areas are being surveyed by organisations such as Museums Victoria and amateur enthusiasts. There is an opportunity to further build Bayside's culture, historical and creative tourism offerings, and night-time economy, including celebrating First Nations' culture and traditions. The quality and scale of accommodation supply should also be considered, including the role of AirBnB.

Building Bayside's tourism sector that attracts a sustainable number of visitors and maximises the City's unique location and natural assets is an opportunity for growth in the Bayside economy. There are opportunities to develop and bring together Bayside's unique environmental, cultural, and historical selling points. A cohesive brand and itinerary of attractions can be developed.

Building cultural and environmental tourism aligns with changing consumer demands. Consumers are shifting their spending from goods retailing to a greater focus on experiences. The uniqueness of the offer is essential, and it must be authentic to place and sustainable.

Examples of relevant actions for this objective include:

- Coordinate and lead the Bayside Tourism Network (BTN) meetings to strategically guide Council's tourism initiatives.
- Distribute tourism collateral to the local community via the website, local businesses, and to key tourism outlets such as the Melbourne Visitor Centre
- Implement initiatives outlined in the adopted Dendy Beach Visitor Management Plan (VMP) to effectively manage and enhance visitor experience



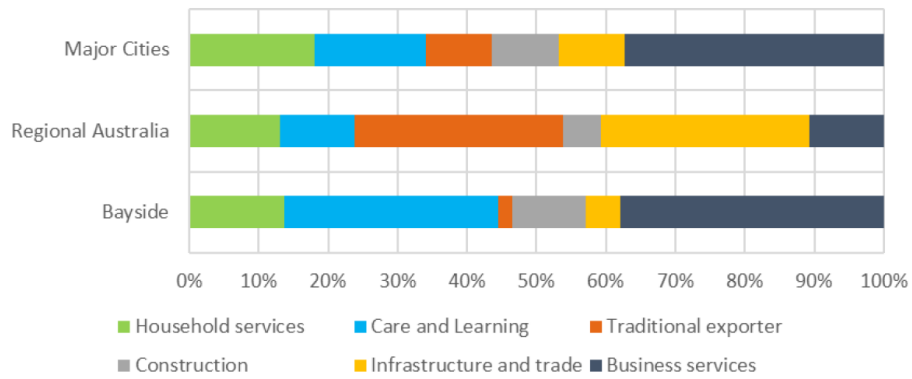
Objective 4: Cultivate a thriving and robust local economy, creating job opportunities for a skilled workforce, nurturing a responsive local business community attuned to community needs, and being agile in adapting to changing economic circumstances.

Bayside’s economic development depends upon the skills of thousands of local business owners and entrepreneurs. Businesses’ health and ability to grow, employ people, and develop products is critical to local economic development. Much of the desired economic growth can come from positive change in businesses already in Bayside. These businesses can become larger, more innovative, productive or export into new markets. The emergence of new local firms is also critical. New firms include businesses moving into Bayside (aided by business attraction and facilitation), start-ups and new entries created locally through entrepreneurship or community projects.

For Bayside, there are tourism, retail, and hospitality opportunities. Other opportunities include supporting the growing knowledge economy and health care catering to local demographics (an aging population). For community support, developing industries in Bayside must be environmentally sustainable, sensitive to the built form of Bayside, not have amenity impacts and align with the Council’s vision and plan.

Local government has a unique role in economic development as the level of government that deals most closely with businesses. Local governance, leadership and the quality and diversity of business support services are enablers of economic prosperity.

FIGURE 7: SHARE OF GROSS VALUE ADDED BY CORE AND SUPPORTING ECONOMIES



Source: SGS Economics and Planning (2022) - Australia’s Economic Wellbeing Dataset (internal).

Although Bayside accounts for 1.6 per cent of Victoria’s population, businesses in Bayside generate 1 per cent of the State’s income, measured in Gross Regional Product. Given the residential nature of the municipality, high skill levels and the small economic base, it is not surprising that around half of Bayside’s residents leave each day for work (SGS - source?). How and where people work is undergoing significant structural changes.

With the rise of communication technology, the use of flexible labour (consultants, freelancers, crowdsourced labour) and workers seeking more flexible lifestyles, where people work has been slowly changing for many years. But COVID-19 catalysed the shift with the forced experimentation of working from home. This has manifested in a spatial redistribution of work across Melbourne by eliminating the 5-day-a-week commute for many workers. Even if residents are employed by employers outside of Bayside, they will spend more time and money in the local economy.

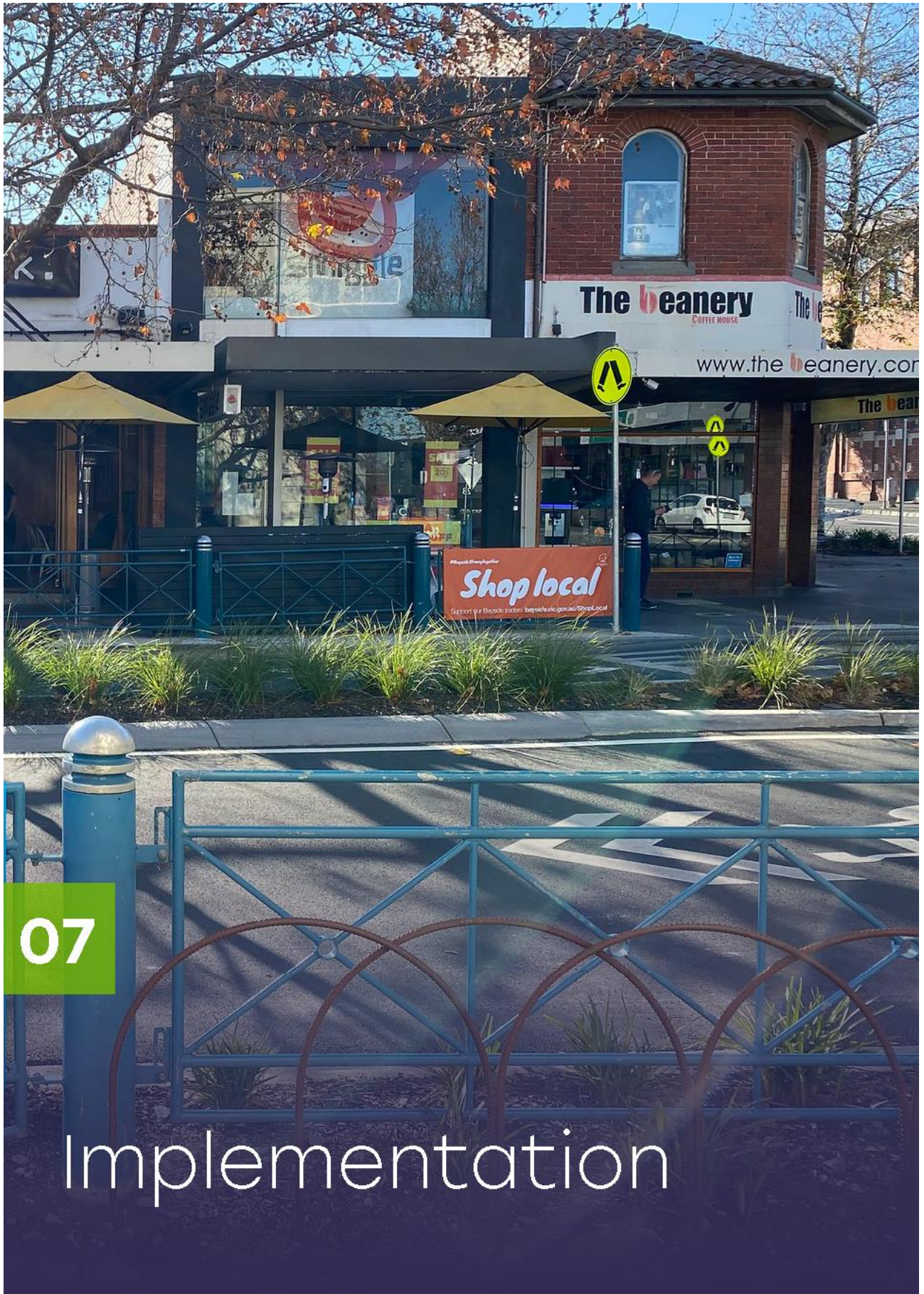
A shift in the working location to suburban areas (at least some days a week) is causing a spreading out of economic activity. As residents work online, there will be an increased demand for local healthcare, education, personal services (hairdressers, mechanics etc.), hospitality and retail. As fewer people leave the local area each day, combined with a growing population, the need for local household serving industries will rise. The shift to working from home also increases the demand for co-working spaces and satellite hubs for large businesses, which Council can look to develop and support. From these trends, there is an economic base to support vibrant 20-minute economies – where most residents' needs can be accessed within 20 minutes of non-car transport.

From an economic perspective, there is benefit from vibrant local economies of small businesses, as this supports income and wealth retention. Reducing loss of revenue through localised spending patterns and dense local supply chains is an opportunity to grow the local economy.

Examples of relevant actions for this objective include:

- Create social media campaigns for key activity centres, incorporating various channels and strategies to maximise outreach and effectiveness.
- Partner with traders’ associations to deliver events and activations aimed at increasing visitation, fostering a sense of civic pride and belonging, and promoting social connections within the community.
- Work closely with the Suburban Rail Loop Authority (SRLA) on the development of the Cheltenham Precinct Plan for the Bayside Business District (BBD) to ensure positive outcomes for the local community





7. Implementation

This Strategy has been prepared in the context of the municipality's planning framework and Council's broad vision and priorities for the economy and community. The Strategy will be achieved over time in partnership with State and Federal government agencies, businesses, trader associations, service groups and the community.

Implementation of the strategy will be guided by aligning Council's vision, goals and objectives (below) to deliver an informed and curated action plan for Bayside's environmental sustainability and economic growth

Vision

"To create a thriving community that celebrates its natural beauty and cultural richness. We envision a dynamic economy built upon sustainable industries, fostering innovation and job growth while preserving our natural coastal environment. Our commitment to tourism showcases our picturesque landscapes, vibrant local culture and iconic heritage sites, attracting visitors both locally and from around the world. Our public spaces are welcoming, accessible, engaging and safe community hubs that reflect the heart and soul of Bayside."

Goals

The following principles align with Council's four focus areas and goals developed in the Council Plan 2021-2025:

- **Goal 1 - Our Planet** - Lead better, smarter and sustainable futures.
- **Goal 2 - Our People** - Nurture all people and thriving healthy communities
- **Goal 3 - Our Place** - Foster Bayside's liveability, open space and exceptional places.
- **Goal 4 - Our Promise** - We promise open and accountable civic leadership.

Objectives

- **Objective 1:** Proactively address climate change by promoting decarbonisation and assisting local businesses in transitioning to a sustainable and circular economy.
- **Objective 2:** Enhance Bayside's dynamic centres through strategic, customer-centric placemaking, to support local economic growth and cultivate a deep connection and identity of place within the community it serves.
- **Objective 3:** Develop a nuanced visitor offer, which enhances the natural, cultural and heritage assets of Bayside while respecting the diverse interests of all stakeholders.
- **Objective 4:** Cultivate a thriving and robust local economy, creating job opportunities for a skilled workforce, nurturing a responsive local business community attuned to community needs, and being agile in adapting to changing economic circumstances.

Timeframe

An indicative timeframe and relevant stakeholders are identified for each action in the Action Plan. Timeframes categories are as follows:

- Short term (1 year)
- Medium term (2 – 3 years)
- Long term (3 – 5 years)

Monitoring and evaluation

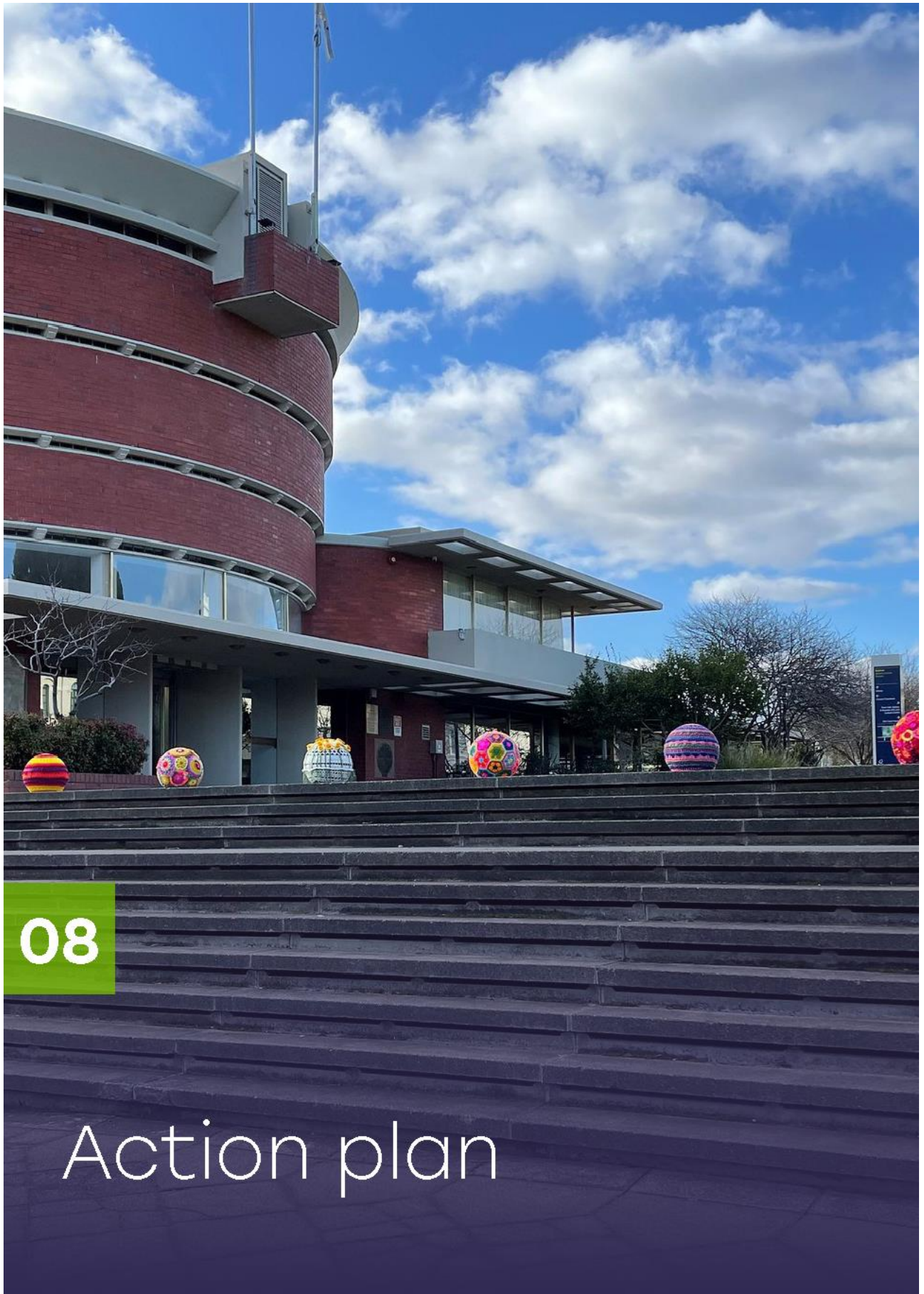
The implementation of the Strategy should be regularly monitored and evaluated by Council's Economic Development Unit (EDU). The team will work with key stakeholders to undertake an annual review to ensure the Strategy remains relevant and responsive.

An annual progress report on the Strategy's implementation should be considered. Additional information sources that will be used to track progress, include:

- Participant feedback in business and community workshops;
- Business/Traders Associations and group meetings;
- Council's internal information sources;

Summary:

The Action Plan (below) provides a planned and current list of actions for Council to establish a prioritised response. A comprehensive cost analysis will be undertaken to determine how and when an action will be resourced with appropriate budgets and staffing to enable delivery of the action.



08

Action plan

8. Action plan

Objective #1:

Proactively address climate change by promoting decarbonisation and assisting local businesses in transitioning to a sustainable and circular economy

TABLE 1: OBJECTIVE 1 ACTIONS

Action ID	Action	Related area			Timing (S/M/L)	Measure
		Economic Development	Tourism	Placemaking		
1.01	Support interested businesses' transition to environmentally friendly practices and sustainable technologies through government programs and initiatives				M	No. of businesses supported in government programs
1.02	Enhance active transport routes, improving connectivity between activity centres, residential areas, and key visitor destinations to promote sustainable mobility and accessibility.				L	No. of people using active transport options Improved connectivity metrics

SGS ECONOMICS AND PLANNING: BAYSIDE ECONOMIC DEVELOPMENT, TOURISM & PLACEMAKING STRATEGY 2024-2029

45

Action ID	Action	Related area			Timing (S/M/L)	Measure
		Economic Development	Tourism	Placemaking		
1.03	Explore circular economy programs and incentives (ie. lower waste and material costs), to encourage sustainable practices and resource efficiency with local businesses.				M	Report on circular economy programs for local businesses observable improvement in resource efficiency
1.04	Promote Council's Business Efficiency Hub as a centralised resource offering information on energy efficiency, electrification, and available grants.				S	No. of businesses accessing the hub
1.05	Facilitate interested businesses' transition to green power by offering power purchasing agreements, fostering sustainable energy practices, and reducing environmental impact.				M	No. of businesses switching to green power through agreements
1.06	Advocate for increased public transport options to connect activity centres and key attractions, improving accessibility and enhancing mobility for residents and visitors alike.				L	Number of new public transport routes, usage rates
1.07	Investigate the opportunity for eco-tourism tours along Bayside's foreshore, to encourage volunteerism in the care of the environment				M	Options for eco-tours investigated

SGS ECONOMICS AND PLANNING: BAYSIDE ECONOMIC DEVELOPMENT, TOURISM & PLACEMAKING STRATEGY 2024-2029

46

Objective #2:

Enhance Bayside’s dynamic centres through strategic, community-centric placemaking, to support local economic growth and cultivate a deep connection and identity of place within the community it serves.

TABLE 3: OBJECTIVE 2 ACTIONS

Action ID	Action	Related area			Timing (S/M/L)	Measure
		Economic Development	Tourism	Placemaking		
2.01	Increased frequency of monitoring and responsiveness to litter, street cleanliness, maintenance and upkeep of street furniture to enhance the aesthetic appeal of the centres.				S	Improved cleaning regimes implemented
2.02	Deliver the Christmas decoration program safely, featuring high-quality and prominently displayed decorations to enhance foot traffic in Bayside’s Activity Centres during the festive season.				S	Program delivered safely
2.03	Implement a Christmas decoration voucher program to encourage local businesses to decorate their shopfronts, foster a festive spirit and supporting the community’s retail sector.				M	Number of participating businesses
2.04	Launch the Christmas Shops on Show competition, inviting businesses to creatively decorate their windows. Drive foot traffic to activity centres through digital media campaigns.				S	Business participation rate, engagement metrics from social media campaigns

Action ID	Action	Related area			Timing (S/M/L)	Measure
		Economic Development	Tourism	Placemaking		
2.05	Implement a shop local campaign that can be replicated across each centre to boost place connection and civic pride.				M	Community feedback on place connection Observable increase in local business support
2.06	Develop guidelines/specifications to guide the strategic maintenance and renewal of assets within Bayside’s activity centres reflective of their scale being Major, Large and Small				L	Guidelines completed
2.07	Investigate options to create safer, pedestrian-friendly activity centres, and provide a greater balance of sustainable transport modes, such as walking and cycling.				L	Options investigated. Opportunities to create safer, pedestrian-friendly centres pursued
Martin Street Activity Centre (See: Placemaking Action Plan for details, Pg 28)						
2.08	Explore potential enhancements in the centre by evaluating options for the installation of vibrant murals, strategic placement of planters, ambient lighting, centre-branded wayfinding signage, and engaging historical exhibits to enrich the community’s cultural and aesthetic experience.				M	Placemaking initiatives implemented

Action ID	Action	Related area			Timing (S/M/L)	Measure
		Economic Development	Tourism	Placemaking		
2.09	Explore the possibility of artwork and signage on the rail bridge and abutment to holistically highlight the Centre's place identity. Reduce the visual dominance of the bridge and function as a gateway.				L	Artwork/signage implemented (subject to VicTrack approval)
Bay Street Activity Centre (See: Placemaking Action Plan for details, Pg 44)						
2.10	Explore the potential for enriching the centre with vibrant murals, decorative planters with integrated seating, centre-branded wayfinding signage, artistic lighting, and lively markets to enhance the community's aesthetic appeal and social vibrancy				M	Placemaking initiatives implemented
2.11	Investigate options to increase public space and footpath width to create a more pedestrian-friendly place.				L	Opportunities for increased public space and footpath width pursued
2.12	Explore partnership opportunities with the art house cinema to activate footpath and rear parking areas with outdoor activities for film festival events. Add parklets to the front of the cinema.				M	Arrange meeting with the cinema to explore activation opportunities

SGS ECONOMICS AND PLANNING: BAYSIDE ECONOMIC DEVELOPMENT, TOURISM & PLACEMAKING STRATEGY 2024-2029

49

Action ID	Action	Related area			Timing (S/M/L)	Measure
		Economic Development	Tourism	Placemaking		
Church Street Activity Centre (See: Placemaking Action Plan for details, Pg 60)						
2.13	Conduct thorough assessments for seasonal activations and the integration of public art, while investigating opportunities to improve infrastructure with the addition of dynamic lighting, clear wayfinding signage, and ample bicycle parking solutions to improve accessibility and engagement				M	Placemaking initiatives implemented
2.14	Seek opportunities to provide more spaces for footpath dining and social gathering.				M	No. of footpath trading permits
Hampton Street Activity Centre (See: Placemaking Action Plan for details, Pg 76)						
2.15	Proactively seek out and assess prospects for creating engaging murals, dynamic community activations, enhanced lighting for safety and ambiance, as well as expanding bike rack installations to support sustainable transportation.				M	Placemaking initiatives implemented

SGS ECONOMICS AND PLANNING: BAYSIDE ECONOMIC DEVELOPMENT, TOURISM & PLACEMAKING STRATEGY 2024-2029

50

Action ID	Action	Related area			Timing (S/M/L)	Measure
		Economic Development	Tourism	Placemaking		
2.16	Improve pedestrian amenities and experience including advocating for safer crossings particularly on Hampton Street/Beach Road, and implementing Centre-branded wayfinding, especially around the Station and access points/intersections with Hampton Street and routes to the beach.				M	Advocacy to be undertaken Wayfinding signage to be implemented
Sandringham Village Activity Centre (See: Placemaking Action Plan for details, Pg 92)						
2.17	Explore enhancements in urban aesthetics and functionality through the strategic placement of wayfinding signage, landscaping upgrades, and artistic installations, enhancing pedestrian safety, enhancing ambient lighting, and developing a distinctive beach branding that resonates with both residents and visitors				M	Placemaking initiatives implemented
2.18	Explore initiatives to boost the beach access on Melrose Street such as wayfinding, signage, beach inspired public art to bridge both sides of the Centre – station to the beach, street seating pavilions. Consider roadway artwork, such as eye catching or unique pedestrian crossing marking.				L	Wayfinding options explored and implemented.

SGS ECONOMICS AND PLANNING: BAYSIDE ECONOMIC DEVELOPMENT, TOURISM & PLACEMAKING STRATEGY 2024-2029

51

Action ID	Action	Related area			Timing (S/M/L)	Measure
		Economic Development	Tourism	Placemaking		
Black Rock Village Activity Centre (See: Placemaking Action Plan for details, Pg 108)						
2.19	Examine the potential to elevating place branding, install ambient lighting, and implement intuitive wayfinding signage to guide visitors. Additionally, assess the feasibility of introducing farmers/craft markets to foster community engagement and support local producers				M	Placemaking initiatives implemented
2.20	Work with Black Rock House to collaborate on existing and future activations to increase footfall to the Black Rock Activity Centre.				S	Higher attendance Positive activation feedback
Beumaris Concourse Activity Centre (See: Placemaking Action Plan for details, Pg 124)						
2.21	Leverage the art deco and mid-century heritage design to create wayfinding or branding guidelines that could complement the Centre's identity.				L	Deliver wayfinding/branding guidelines
2.22	Conduct a lighting review to identify areas where ambient lights, sculptural/artistic lights or safety lights could be appropriately installed. This will help grow a night-time economy.				M	Lighting review undertaken

SGS ECONOMICS AND PLANNING: BAYSIDE ECONOMIC DEVELOPMENT, TOURISM & PLACEMAKING STRATEGY 2024-2029

52

Action ID	Action	Related area			Timing (S/M/L)	Measure
		Economic Development	Tourism	Placemaking		
2.23	Investigate opportunities to activate the Reserve Road frontage through gateway art installations, lighting, or utilising the open space for food-trucks, pop up booths, shops, kiosks and the like or to host regular arts and crafts market or farmers market that integrates with the permanent pavilion.				L	Opportunities for activation determined and implemented

DRAFT

Objective #3:

Develop a nuanced visitor offer, which enhances the natural, cultural and heritage assets of Bayside while respecting the diverse interests of all stakeholders.

TABLE 4: OBJECTIVE 3 ACTIONS

Action ID	Action	Related area			Timing (S/M/L)	Measure
		Economic Development	Tourism	Placemaking		
3.01	Coordinate and lead Bayside Tourism Network (BTN) meetings to strategically guide Council's tourism initiatives.				S	No. of meetings held. Initiatives launched
3.02	Distribute tourism collateral to the local community via the website, local businesses, and to key tourism outlets such the Melbourne Visitor Centre				S	Website traffic, distribution quantity, feedback from local businesses.
3.03	Implement initiatives outlined in the adopted Dendy Beach Visitor Management Plan (VMP) to effectively manage and enhance visitor experience				L	Refer to the Dendy Beach VMP.
3.04	Conduct a comprehensive review of the Architectural Trail, and include recipients of the Built Environment Awards where applicable, ensuring alignment with current architectural excellence standards.				M	Number of trail updates. Inclusion of award recipients.

Action ID	Action	Related area			Timing (S/M/L)	Measure
		Economic Development	Tourism	Placemaking		
3.05	Sponsor community events that promote visitation to Bayside such as the Great Bayside Swim, Bayside Art Show and national and world championship sailing events.				S	Event attendance figures provided
3.06	Conduct a biennial publicity campaign to raise awareness of the diverse trails within Bayside, enhancing community engagement and promoting local exploration.				M	Campaign Reach (impressions and engagements)
3.07	Organise heritage-focused events in Bayside's activity centres, to cultivate civic pride, encourage community participation, and attract visitation				M	No. of attendees. Post event satisfaction surveys
3.08	Expand the Activity Centre Event and Celebration Program (ACECP) to include partnerships with hospitality venues in activity centres, stimulating nighttime activation and fostering vibrant community engagement after hours.				M	No. of partnerships and events hosted/sponsored Measurable increase in spend in activity centres
3.09	To stimulate Bayside's night-time economy, establish a visitor attraction program featuring local hospitality and entertainment options				M	Participation rates, feedback from businesses and visitors. increased spend in activity centres during evenings

SGS ECONOMICS AND PLANNING: BAYSIDE ECONOMIC DEVELOPMENT, TOURISM & PLACEMAKING STRATEGY 2024-2029

55

Action ID	Action	Related area			Timing (S/M/L)	Measure
		Economic Development	Tourism	Placemaking		
3.10	Develop a Visiting Friends and Relatives (VFR) marketing campaign spotlighting Bayside's top attractions. Enhance the overall visitor experience by integrating connections to local shopping precincts and markets, offering a diverse and enriching exploration of the area.				M	Campaign reach. Increase in visitor numbers
3.11	Establish a spend tracking tool to monitor and analyse expenditure patterns of local activity centres. Use this data to evaluate the efficacy of activations and initiatives, and tailor support to centres to drive increased footfall.				S	Usage of tool, insights gained from expenditure data, and changes in footfall and business support.
3.12	Improve signage at Brighton Beach Railway as the primary entry point to welcome visitors to Dendy precinct, enhancing their arrival experience and promoting exploration of the area.				L	Signage improvements undertaken
3.13	Attract and gain leverage from renowned major events, such as the Melbourne Food and Wine Festival, enhancing Bayside's cultural and culinary landscape while fostering economic growth and community engagement.				M	No. of major events attracted. Economic impact on Bayside.

SGS ECONOMICS AND PLANNING: BAYSIDE ECONOMIC DEVELOPMENT, TOURISM & PLACEMAKING STRATEGY 2024-2029

56

Action ID	Action	Related area			Timing (S/M/L)	Measure
		Economic Development	Tourism	Placemaking		
3.14	Conduct a review of existing bicycle paths to assess feasibility for expansion, evaluate current usage levels, and enhance signage for improved navigation and safety.				L	No. of trails enhanced, usage stats.
3.15	Develop a range of official Bayside Tourism Merchandise and seek to make it available with participating businesses.				M	Merchandise range developed

DRAFT

Objective #4:

Cultivate a thriving and robust local economy, creating job opportunities for a skilled workforce, nurturing a responsive local business community attuned to community needs, and being agile in adapting to changing economic circumstances.

TABLE 4: OBJECTIVE 4 ACTIONS

Action ID	Action	Related area			Timing (S/M/L)	Measure
		Economic Development	Tourism	Placemaking		
4.01	Facilitate the establishment of a Trader Association and develop a trader database for the Nepean Hwy/South Rd portion of the Hampton East, Major Activity Centre				S	Successful formation of the association.
4.02	Support Trader Associations by facilitating AGMs, actively participating in meetings, and assisting in the development of tailored, centre-specific initiatives to promote the collective interests of local businesses within the centre.				S	No. of AGMs facilitated No. of initiatives contributed to
4.03	Create social media campaigns for key activity centres, incorporating various channels and strategies to maximise outreach and effectiveness.				S	Reach and engagement metrics across channels.
4.04	Promote responsible development practices by organising the Bayside Built Environment Awards (BEA), recognising				S	Awards program conducted

Action ID	Action	Related area			Timing (S/M/L)	Measure
		Economic Development	Tourism	Placemaking		
	and celebrating projects that contribute positively to the local built environment.					
4.05	Provide tailored social media & marketing training programs aimed at enhancing the digital skills of local business owners and improving their online presence, with a particular focus on those from Small Neighbourhood Activity Centres.				M	Participation rates.
4.06	Regularly update the Economic Development Dashboard with key economic metrics on a biannual basis to ensure stakeholders have access to current and relevant data for informed decision-making.				S	Timeliness and frequency of updates. User engagement with the dashboard
4.07	Promote various government grants and support programs to Bayside businesses via Council's website and trader newsletters				S	Newsletter open rate No. of clicks on grant related information
4.08	Create a database of businesses involved in the care economy, with the goal of establishing a network of care services to enhance support within the sector.				M	Creation of the database.

SGS ECONOMICS AND PLANNING: BAYSIDE ECONOMIC DEVELOPMENT, TOURISM & PLACEMAKING STRATEGY 2024-2029

59

Action ID	Action	Related area			Timing (S/M/L)	Measure
		Economic Development	Tourism	Placemaking		
4.09	Promote the inclusion of individuals with disabilities in recruitment, internships, and work placements among local Bayside employers, fostering diversity and inclusion in the workforce.				S	No. of clicks on promotions
4.10	Work closely with the Suburban Rail Loop Authority (SRLA) on the development of the Cheltenham Precinct Plan for the Bayside Business District (BBD) to ensure positive outcomes for the local community				M	Effective advocacy of local community interests in the Cheltenham precinct plan
4.11	Facilitate business-to-business networking opportunities through the implementation of the Bayside Business Network (BBN) program of events.				S	No. of networking events held, attendee numbers and event feedback.
4.12	Provide a "One-Stop-Shop" Concierge service to welcome new businesses, offering guidance on available Council programs and expediting necessary approvals or permits to streamline their establishment process.				S	No. of businesses assisted, satisfaction ratings, and observable reduction in approval times.
4.13	Establish a network comprising key stakeholder groups in the Bayside Business District (BBD) to collaboratively develop a vision and identity for the area following the construction of Cheltenham station.				S	Formation of network

SGS ECONOMICS AND PLANNING: BAYSIDE ECONOMIC DEVELOPMENT, TOURISM & PLACEMAKING STRATEGY 2024-2029

60

Action ID	Action	Related area			Timing (S/M/L)	Measure
		Economic Development	Tourism	Placemaking		
4.14	Conduct a review of the Bayside Small Activity Centres Strategy (2019) to assess its effectiveness and identify areas for enhancement or refinement.				L	Identification of strategy effectiveness, revise as required
4.15	Partner with traders' associations to deliver events and activations aimed at increasing visitation, fostering a sense of civic pride and belonging, and promoting social connections within the community.				M	No. activations undertaken with traders associations Observable increase in spend
4.16	Within the context of the SRL Cheltenham station, conduct an analysis of commuter demographics and perform a gap analysis of the current offerings within the Bayside Business District (BBD) to align with the potential new customer base. Identify any gaps and develop an attraction campaign to bring in new and relevant businesses to fill those gaps.				M	Gaps identified Successful business attraction campaign
4.17	Partner with Kingston and Glen Eira City Councils to advocate for outcomes that align with Council's plans, priorities and community values through the VPA Hampton East (Moorabbin) Activity Centre Review.				M	Advocacy outcomes that align with Council's plans

SGS ECONOMICS AND PLANNING: BAYSIDE ECONOMIC DEVELOPMENT, TOURISM & PLACEMAKING STRATEGY 2024-2029

61

Action ID	Action	Related area			Timing (S/M/L)	Measure
		Economic Development	Tourism	Placemaking		
4.18	Undertake a consumer behaviour study to increase the competitiveness and growth of local businesses in Bayside Activity Centres.				L	Insights into consumer behaviours Actionable strategies implemented for traders
4.19	Offer business mentoring and training opportunities to local business owners, focusing on areas such as digital skills, financial management, scaling and sustainable business practices				M	No. of attendees to training programs
4.20	Investigate the formation of landlord associations to collaborate on strategically enhancing and revitalising activity centres.				L	Establishment of the landlord associations.

SGS ECONOMICS AND PLANNING: BAYSIDE ECONOMIC DEVELOPMENT, TOURISM & PLACEMAKING STRATEGY 2024-2029

62

**CANBERRA / NGAMBRI /
NGUNNAWAL / NGARIGO**

Level 2, 28-36 Ainslie Avenue
Canberra ACT 2601
+61 2 6257 4525
sgsact@sgsep.com.au

HOBART / NIPALUNA

PO Box 123
Franklin TAS 7113
+61 421 372 940
sgstas@sgsep.com.au

MELBOURNE / NAARM

Level 14, 222 Exhibition Street
Melbourne VIC 3000
+61 3 8616 0331
sgsvic@sgsep.com.au

SYDNEY / WARRANG

Suite 2.01/50 Holt Street
Surry Hills NSW 2010
+61 2 8307 0121
sgsnsw@sgsep.com.au

DRAFT



Bayside Business Monitor

Bayside City Council

09 | 04 | 2024





© SGS Economics and Planning Pty Ltd 2023

This report has been prepared for Bayside City Council. SGS Economics and Planning has taken all due care in the preparation of this report. However, SGS and its associated consultants are not liable to any person or entity for any damage or loss that has occurred, or may occur, in relation to that person or entity taking or not taking action in respect of any representation, statement, opinion or advice referred to herein.

SGS Economics and Planning Pty Ltd
ACN 007 437 729
www.sgsep.com.au

OFFICES IN CANBERRA, HOBART, MELBOURNE, AND SYDNEY ON THE COUNTRY OF THE NGAMBRI/NGUNNAWAL/NGARIGO, MUWININA/PALAWA, WURUNDJERI, AND GADIGAL PEOPLES.

Contents

1.	Introduction.....	5
1.1	Background.....	5
1.2	Scope and purpose	5
2.	Bayside’s centres	6
2.1	The role of Bayside’s Major Activity Centres	6
3.	Overview of Bayside’s economy	7
3.1	Structure of Bayside economy	7
3.2	Employment	9
3.3	Businesses	10
3.4	Planning permit activity	12
4.	Bay Street	13
4.1	Overview.....	13
4.2	Employment	14
4.3	Businesses	16
4.4	Vacancies.....	18
5.	Sandringham.....	19
5.1	Overview.....	19
5.2	Employment	20
5.3	Businesses	22
5.4	Vacancies.....	24
6.	Hampton Street.....	25
6.1	Overview.....	25
6.2	Employment	26
6.3	Businesses	28
6.4	Vacancies.....	30
7.	Church Street.....	31
7.1	Overview.....	31
7.2	Employment	32
7.3	Businesses	34

7.4 Vacancies.....36

8. Hampton East.....37

8.1 Overview.....37

8.2 Employment.....38

8.3 Businesses.....40

8.4 Vacancies.....42

9. Bayside Business District.....43

9.1 Overview.....43

9.2 Employment.....44

9.3 Businesses.....46

9.4 Vacancies.....48

10. Key Findings.....49

DRAFT

1. Introduction

1.1 Background

Bayside is located in Melbourne's south-east, around 8km from the Melbourne CBD. Bayside is bounded by Port Phillip Bay in the west and the Nepean Highway and Frankston railway line to the east, covering an area of 37 square kilometres. Over 102,000 people reside in Bayside (ABS Estimated Resident Population data, 2022) and enjoy a high quality of life. Bayside contributes to the wider economic region on the south-east primarily through the five major activity centres (MACs) across Bayside including Bay Street, Church Street, Hampton Street, Sandringham Village, Hampton East and also through the Bayside Business District (BBD).

1.2 Scope and purpose

Bayside City Council has produced 6 iterations of the Business Monitor report between 1995 to 2018. The Business Monitor documents analyse the physical and economic characteristics and changes of Bayside's commercial precincts. The previous 2018 Business Monitor focused entirely on the then four Major Activity Centres (MACs) in Bayside (Church Street, Hampton Street, Bay Street and Sandringham).

This version of the Business Monitor will expand this analysis to include the 5 designated MACs across Bayside (Church Street, Hampton Street, Bay Street and Sandringham and Moorabbin-Hampton East), as well as the Bayside Business District. This report will provide a snapshot of these 6 centres and the employment and economic landscape of each. The scope of Bayside Business monitors has changed over time and the 2018 Monitor continued Council's commitment to keep abreast of commercial development activity, but at a substantially reduced scale. The purpose of the 2023 Monitor is to provide a snapshot of Bayside's commercial centres in the wake of COVID-19.

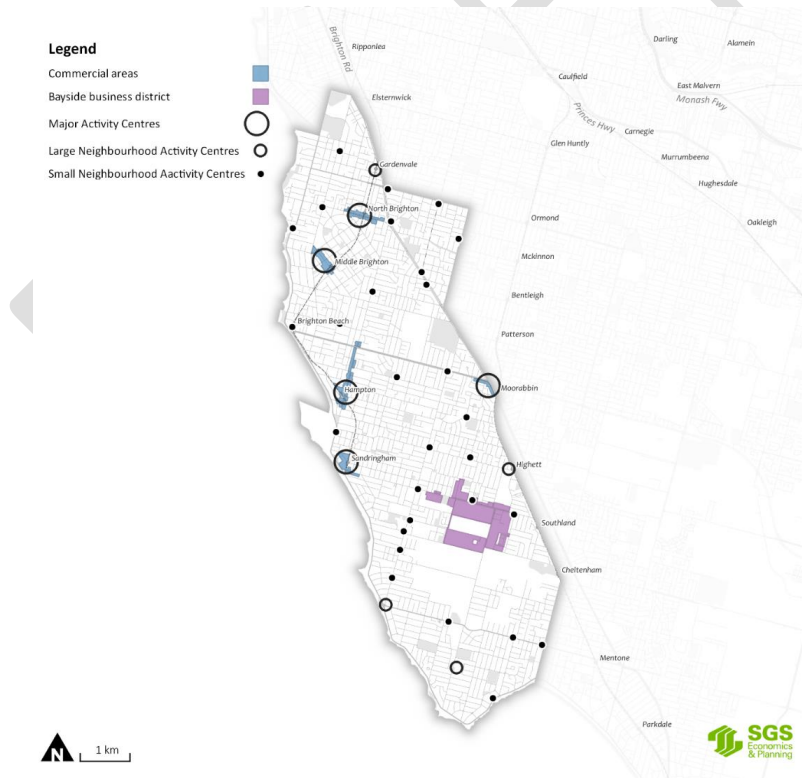
2. Bayside’s centres

2.1 The role of Bayside’s Major Activity Centres

Bayside has five Major Activity Centres (MACs) designated in Plan Melbourne, the guiding metropolitan planning strategy for Greater Melbourne. MACs are intended to provide a range of service jobs in the middle and outer rings of Metropolitan Melbourne. Activity centres need to provide a broad range of goods and services, diversifying their offerings, focusing on mixed-use development including retail, commercial and residential, and ensuring they are well connected. The development of activity centres supports local economies and the development of 20-minute neighbourhoods.

While not recognised in Plan Melbourne, the Bayside Business District has been recognised by Council as a significant employment hub within Bayside that is transitioning its function from traditional industrial to a hub for the creative, health and business services industries. The BBD, given its size and location, has a critical economic role as an employment precinct.

FIGURE 1: BAYSIDE'S ACTIVITY CENTRES AND EMPLOYMENT CENTRES



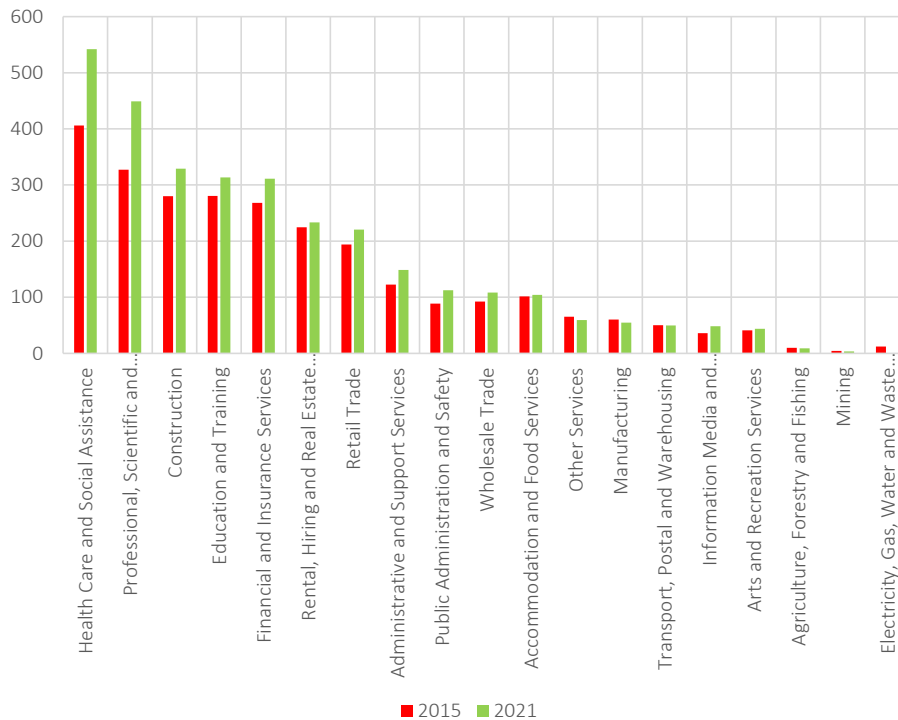
Source: SGS Economics & Planning, 2023.

3. Overview of Bayside’s economy

3.1 Structure of Bayside economy

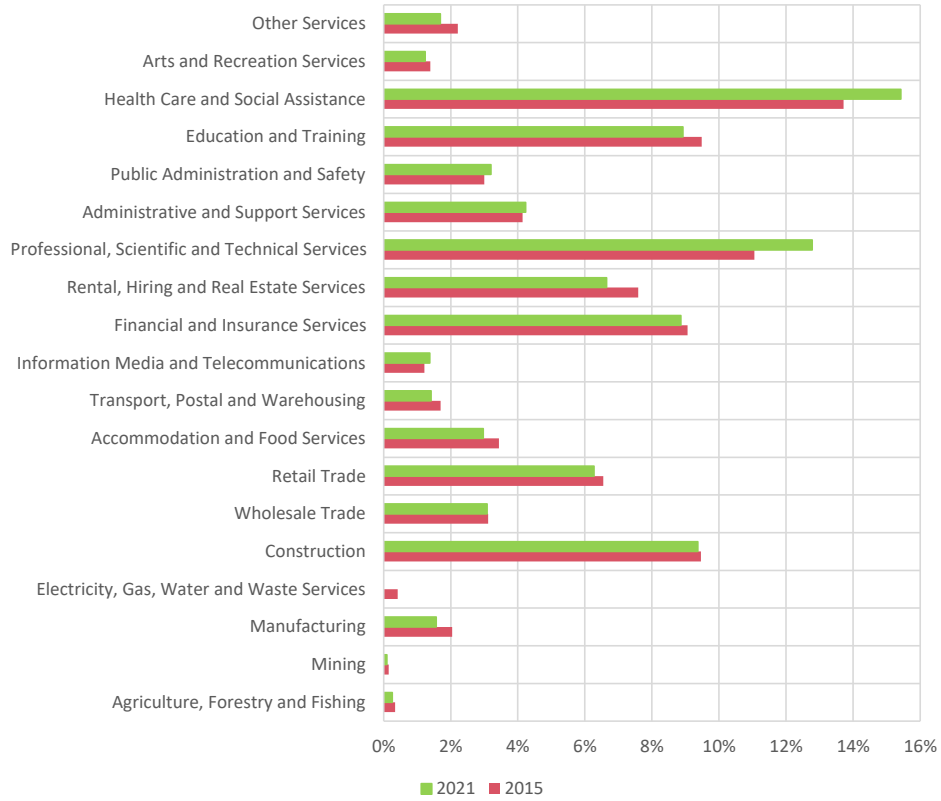
Economic structure refers to different parts of an economy and what drives its growth. It looks at things like total production, trade, the value added by industries, and jobs. For example, in Bayside, the biggest part of the economy is health care and social assistance, with other important areas like science and technical services, construction, finance, and retail. Health care has grown a lot in the past five years, the fastest in Australia, because of more older people and population growth. Professional services have also seen big increases. In 2020/21, Bayside’s economy was worth \$3.14 billion. Over the last decade, health care and science services have grown a lot, showing a shift from industries that serve just the local population to more diverse, knowledge-based areas. However, there's been a decrease in the contribution of education, real estate, retail, food services, and manufacturing. This change shows how Bayside's economy is adapting to new needs and trends.

FIGURE 2: GROSS VALUE-ADDED BY INDUSTRY IN BAYSIDE 2021 AND 2015 (\$ MILLION)



Source: SGS Economics and Planning: Australia’s Economic Wellbeing (link) dataset derived from ABS State Accounts, Cat. No. 5220.0, 2021

FIGURE 3: STRUCTURE OF BAYSIDE ECONOMY (INDUSTRY SHARE OF GVA), 2015 AND 2021

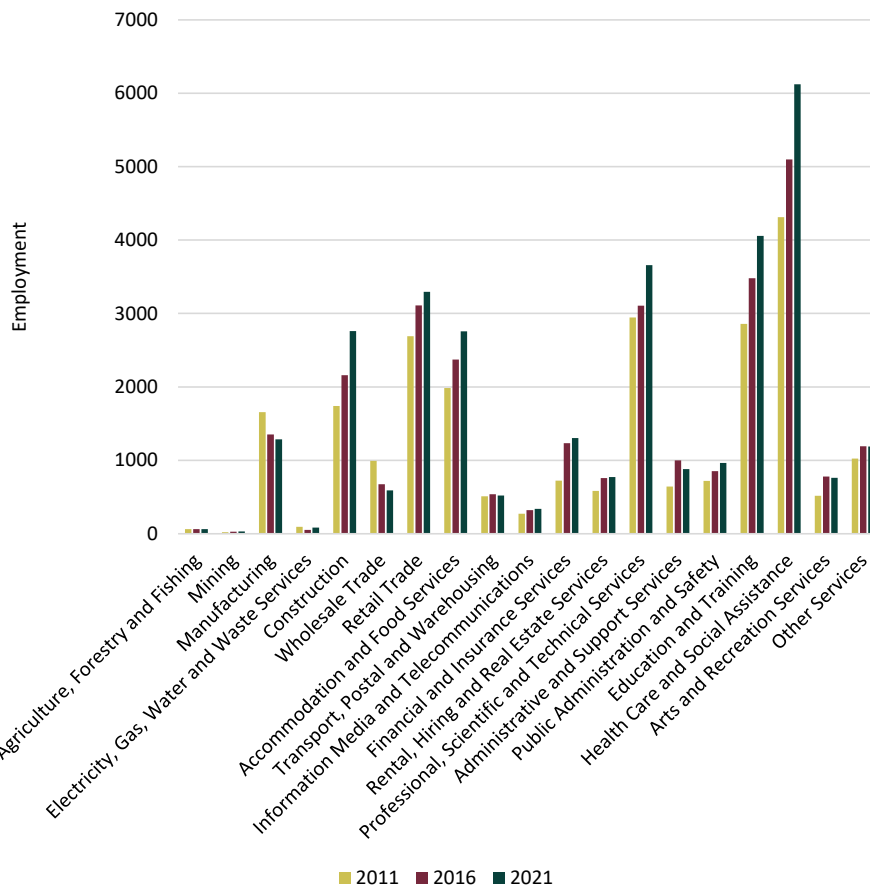


Source: SGS Economics and Planning (2022) - Australia's Economic Wellbeing Dataset (internal)

3.2 Employment

In line with national trends, Bayside has seen the highest employment growth in the Health Care and Social Assistance sector with an increase of 1,812 people employed in the sector in the last 10 years. Education and Training has seen high growth in employment with nearly 1200 additional people employed in the sector in the last 10 years. Traditional industrial jobs such as Manufacturing and Wholesale Trade are seeing steady decline with both industries seeing reductions in almost 400 people in each sector over a 10-year period between 2011 to 2021. The historic employment change of all industries in Bayside is shown in Figure 4.

FIGURE 4: HISTORICAL EMPLOYMENT IN BAYSIDE, 2011 TO 2021

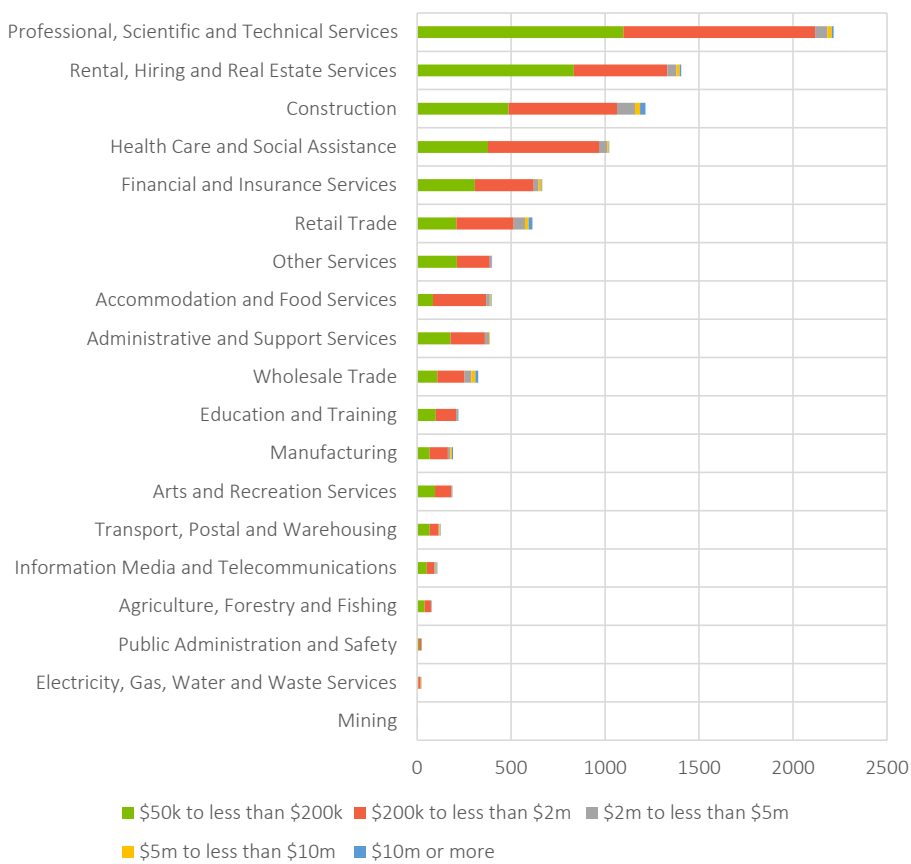


Source: SGS Economics & Planning using ABS Census data by Place of Work 2021.

3.3 Businesses

Bayside has 8,915 locally registered businesses with a turnover greater than \$50,000 annually (ABS, 2022). Most of these (93%) are small and medium enterprises (SMEs) with a turnover between \$50,000 and \$2 million. There are also 97 businesses registered in Bayside with over \$10 million turnover, which are vital economic anchors and export earners. The largest industry sector by business count (turnover greater than \$50,000) is professional, scientific and technical services, followed by rental, hiring and real estate and construction.

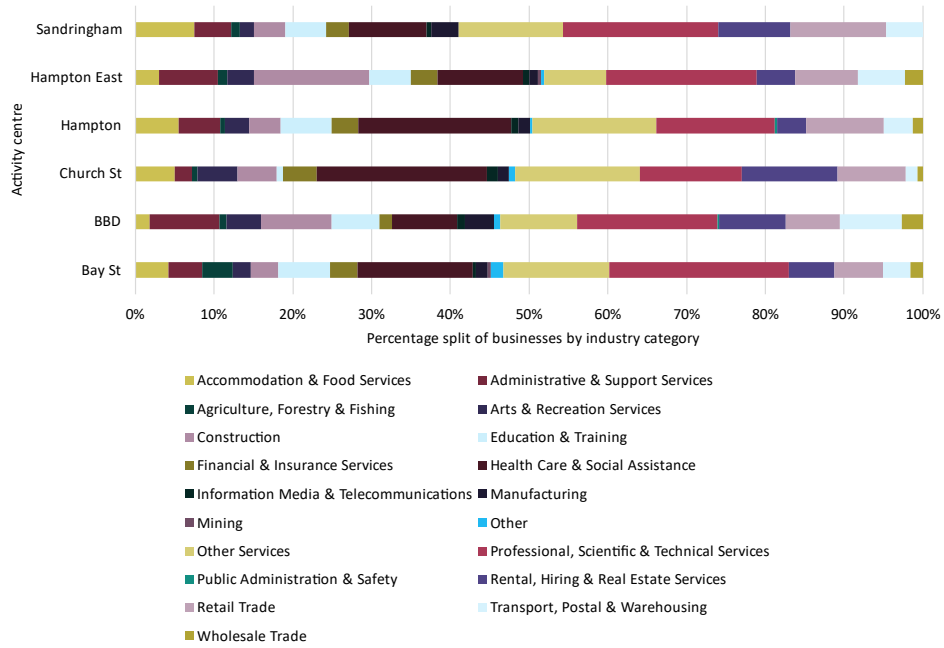
FIGURE 5: COUNTS OF BUSINESSES REGISTERED IN BAYSIDE, 2021



Source: Australian Bureau of Statistics (ABS) Business Register (2021) and SGS Economics Planning. The Australian Bureau of Statistics (ABS) Business Register is derived from the GST register held by the Australian Tax Office (ATO). Businesses are included if they are registered with the ATO, with an ABN used within the previous two financial years.

How the businesses of Bayside and their associated industries are split across Bayside’s MACs and the BBD is shown in Figure 6. Using geocoded ABR data collated by REMPLAN, the chart reveals the diversity of offerings of each centre.

FIGURE 6: PERCENTAGE SPLIT OF BUSINESSES BY INDUSTRY ACROSS BAYSIDE'S KEY EMPLOYMENT PRECINCTS

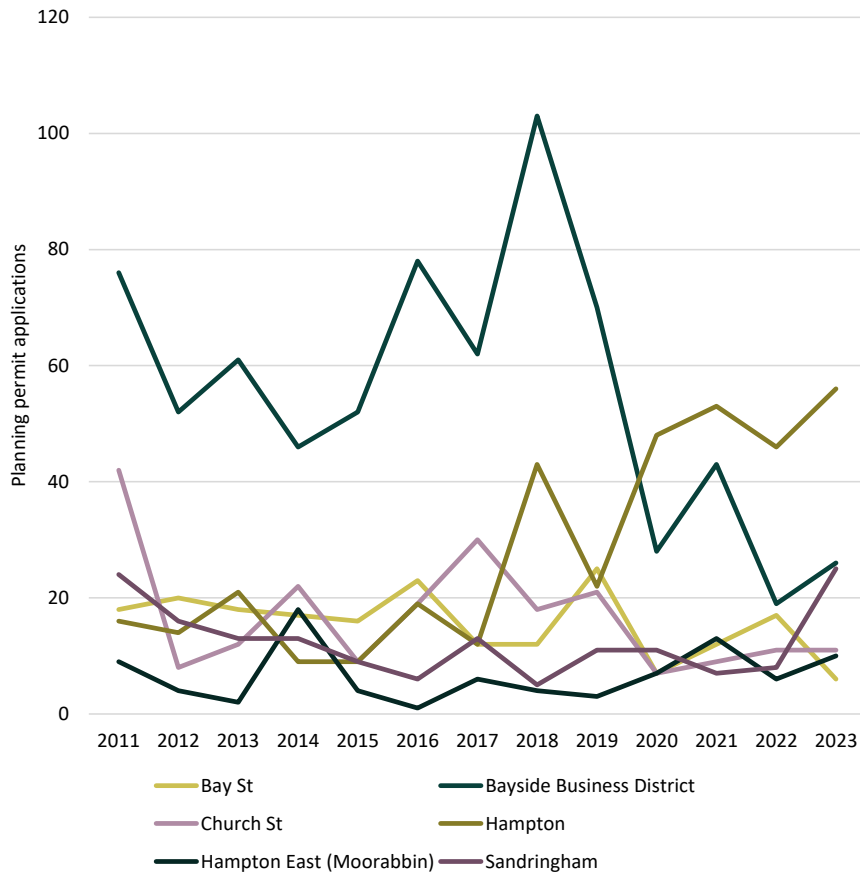


Source: SGS Economics and Planning 2023 using REMPLAN and ABR data.

3.4 Planning permit activity

Planning permit activity can be used as a measure of construction in the economy. Permit applications indicate confidence in the business community and residents to invest. Figure 7 shows planning permit activity across the different centers within the Bayside LGA, from 2011 to early 2023. Since the beginning of the pandemic the number of permit applications within the BBD has dropped off significantly. The majority of the other centres have remained relatively steady with slight fluctuations in permit application numbers over the years. However, since the end of the pandemic, Hampton St has seen a significant spike in the number of permit applications received by council, however these are mostly attributed to residential applications.

FIGURE 7: PLANNING PERMIT APPLICATIONS BY MAC AND EMPLOYMENT CENTRE, 2011-2023



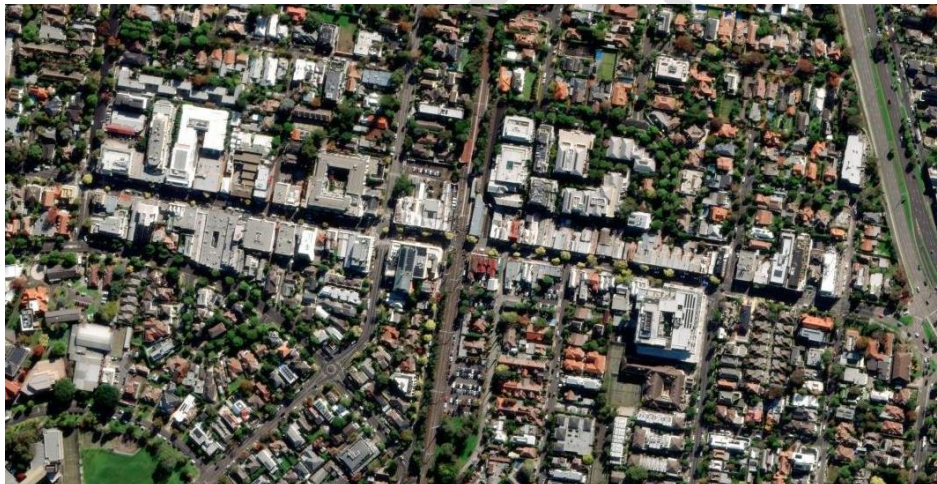
Source: SGS Economics and Planning using Planning Permit Application data from Bayside City Council, 2023.

4. Bay Street

4.1 Overview

An 800 metre-long strip centre, typically consisting of two-storey buildings with shopfronts, along with some three to five-storey mixed-use buildings featuring offices and dwellings. The Centre is anchored by a full-line supermarket, complementing a variety of specialty stores, including food operators, apparel, general retailing and hospitality. Health and lifestyle and food service businesses have been the growth sectors over recent years. The retail offer in Bay Street is more disjointed than other Bayside MACs, somewhat a result of the larger proportion of finance, property and professional services businesses among the tenancies.

FIGURE 8: BAY ST MAC AERIAL IMAGE, 2023

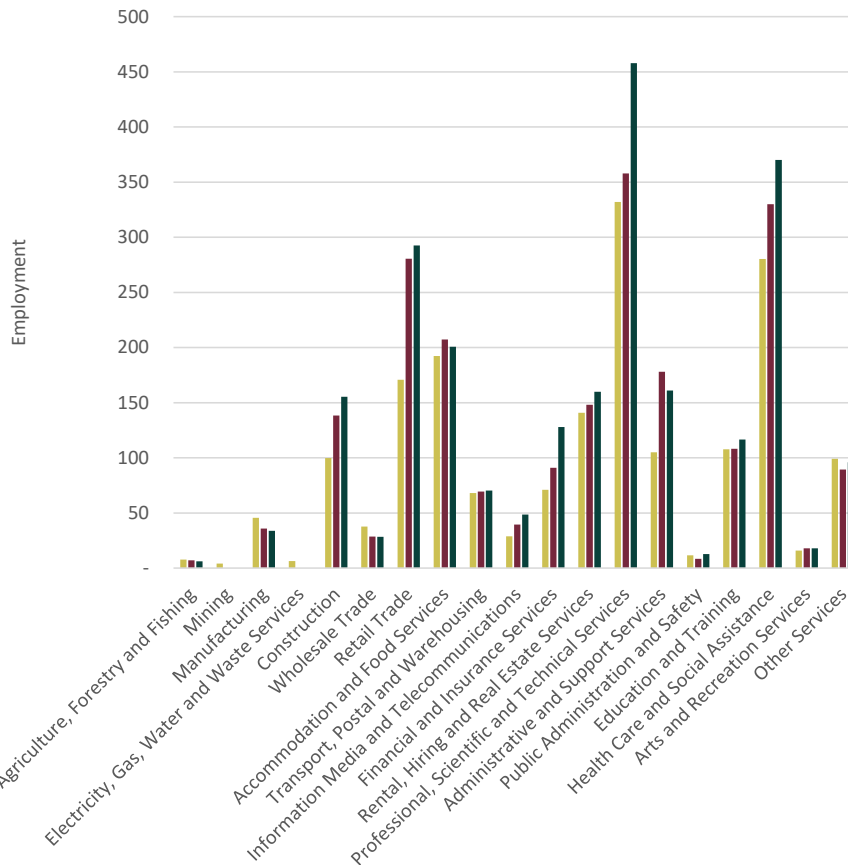


Source: ESRI World Imagery Wayback, 2023

4.2 Employment

2,356 people are employed within the Bay St MAC. The Bay St MAC’s employment trends show a growing concentration of knowledge economy related industries such as Professional, scientific and technical services, Financial and insurance services and Health care and social assistance. Professional, scientific and technical service jobs are the most common industry of employment and has grown exponentially between 2011 and 2021 with an additional 126 jobs. While professional service based jobs have typically experience the most significant growth, Retail industry has continued to show strong signs of growth despite the effects of the pandemic. At a centre wide level, Bay St has seen an addition 531 jobs in the last 10 census years with an average annual growth rate (AAGR) of 2.6 per cent.

FIGURE 9: BAY STREET'S EMPLOYMENT BY INDUSTRY, 2011, 2016 & 2021



Source: SGS Economics and Planning internal Small Area Model, 2023

TABLE 1: BAY STREET'S EMPLOYMENT CHANGE BY INDUSTRY, 2011 - 2021

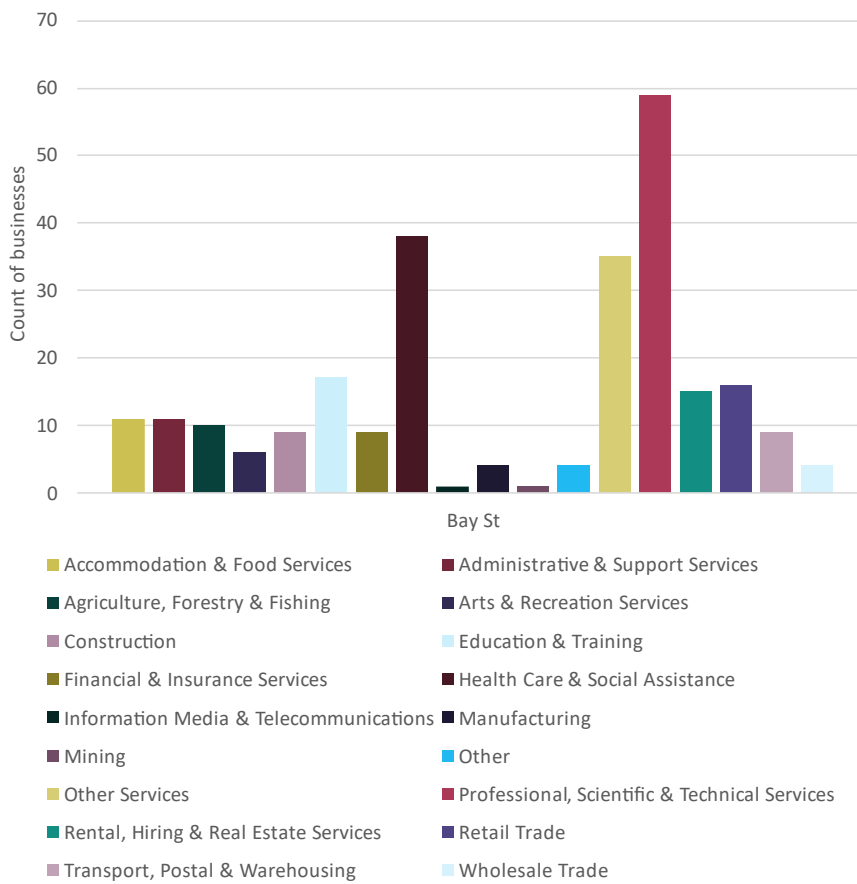
Industry	Jobs in 2021	Change between 2011-2021	AAGR
Agriculture, Forestry and Fishing	6	-2	-2.2%
Mining	0	-4	-100.0%
Manufacturing	34	-12	-3.0%
Electricity, Gas, Water and Waste Services	0	-6	-69.2%
Construction	155	55	4.5%
Wholesale Trade	28	-9	-2.8%
Retail Trade	292	122	5.5%
Accommodation and Food Services	201	8	0.4%
Transport, Postal and Warehousing	70	2	0.3%
Information Media and Telecommunications	48	20	5.4%
Financial and Insurance Services	128	57	6.1%
Rental, Hiring and Real Estate Services	160	19	1.3%
Professional, Scientific and Technical Services	458	126	3.3%
Administrative and Support Services	161	56	4.4%
Public Administration and Safety	13	1	1.1%
Education and Training	117	9	0.8%
Health Care and Social Assistance	370	90	2.8%
Arts and Recreation Services	18	2	1.2%
Other Services	96	-3	-0.3%
Total	2356	531	2.6%

Source: SGS Economics and Planning internal Small Area Model, 2023

4.3 Businesses

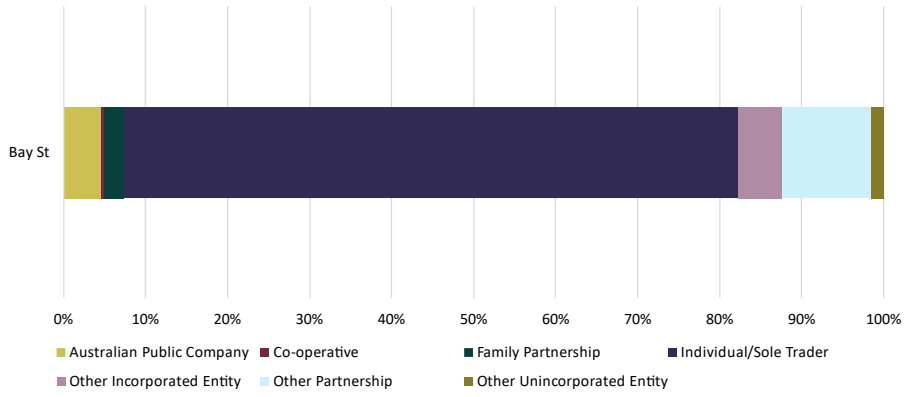
Bay St has a total of 259 registered businesses which is an increase of 31 businesses within the MAC since last recorded in 2018. In line with employment trends, Bay St has the highest concentration of business in the Professional, scientific and technical services related industry, followed by Health care and social assistance and Other services which are businesses primarily engaged in providing a range of personal care services, such as hair, beauty, diet and weight management services. As shown in Figure 11, the large majority of businesses within the Bay St MAC are individual/sole traders, with less than 5 per cent of businesses listed as Australian public companies.

FIGURE 10: COUNT OF BUSINESSES BY INDUSTRY IN BAY STREET MAC, 2023



Source: SGS Economics and Planning 2023 using REMPLAN and ABR data.

FIGURE 11: SHARE OF BUSINESSES IN BAY ST BY OWNERSHIP CATEGORY



Source: SGS Economics and Planning 2023 using REMPLAN and ABR data.

DRAFT

4.4 Vacancies

A high-level vacancy audit was undertaken by Council staff in September of 2023 which recorded the number of shops vacant at the time of the survey. Vacancy rates in activity centres typically measure the proportion of available commercial or retail spaces that are not currently leased or occupied. A typical vacancy rate in these areas can vary, but it often ranges between 5% to 10%, depending on the economic climate and the location. In early 2023 the total vacancy rate of Melbourne’s main retail strips was around 13 per cent.¹ Bay St recorded a vacancy rate of 7.9 per cent. While the vacancy rate rose sharply from 4.3 per cent in 2011 to 10.1 per cent in 2018, the vacancy rate in Bay St has seen a moderate reduction, despite the economic effects of Covid-19. However it is important to note that vacancy rates represent a single point in time and the rate is likely to fluctuate.

FIGURE 12: BAY ST MAC VACANCIES AS OF SEPTEMBER, 2023



TABLE 2: VACANCY AUDIT RESULTS

Employment area/centre	Total business lots	Vacant business lots	Vacancy %
Bay St	178	14	7.9%

Source: SGS Economics & Planning, 2023.

¹ Urban Property Australia, Q1 2023 – Melbourne Retail Market, April 2023.

5. Sandringham

5.1 Overview

Unlike the linear form of other Major Activity Centres, Sandringham Village is a large cluster of shops located along multiple intersecting streets. The commercial area south of Sandringham station largely consists of older-style single-storey developments, whilst the commercial area west of the station consists of a mix of older-style double-storey shops and new three to five-level residential developments. Sandringham has strengthened its role as a finance, property and professional services centre.

FIGURE 13: SANDRINGHAM MAC AERIAL IMAGE, 2023

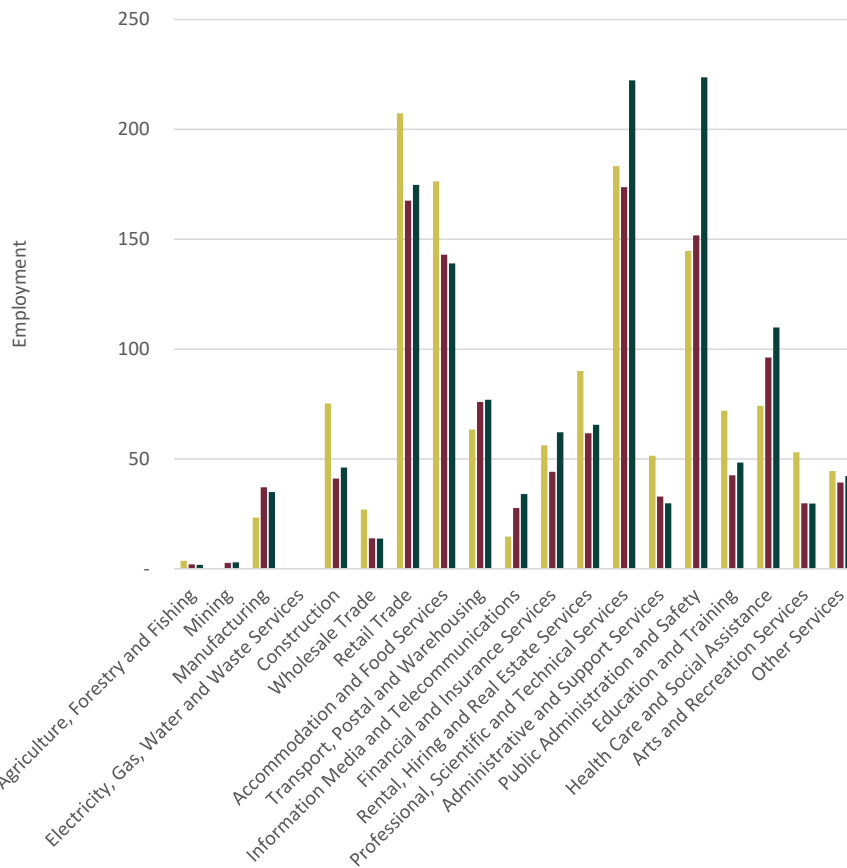


Source: ESRI World Imagery Wayback, 2023.

5.2 Employment

Around 1,350 people are employed within the Sandringham MAC. While retail was the largest employing sector in Sandringham in 2011, this dropped considerably by 40 jobs between 2011 to 2016. Between 2016 and 2021 employment in the Retail trade sector rebounded slightly, however over the last 10 census years the industry saw an AAGR of -1.7 per cent. Accommodation and food services has been steadily decreasing in employment numbers with 37 less people employed in the sector between 2011 and 2021 and an AAGR of -2.4 per cent. Public administration and safety and Professional, scientific and technical services are now the largest employing sectors in the Sandringham MAC.

FIGURE 14: SANDRINGHAMS EMPLOYMENT BY INDUSTRY, 2011, 2016 & 2021



Source: SGS Economics and Planning internal Small Area Model, 2023

TABLE 3: SANDRINGHAM'S EMPLOYMENT CHANGE BY INDUSTRY, 2011 - 2021

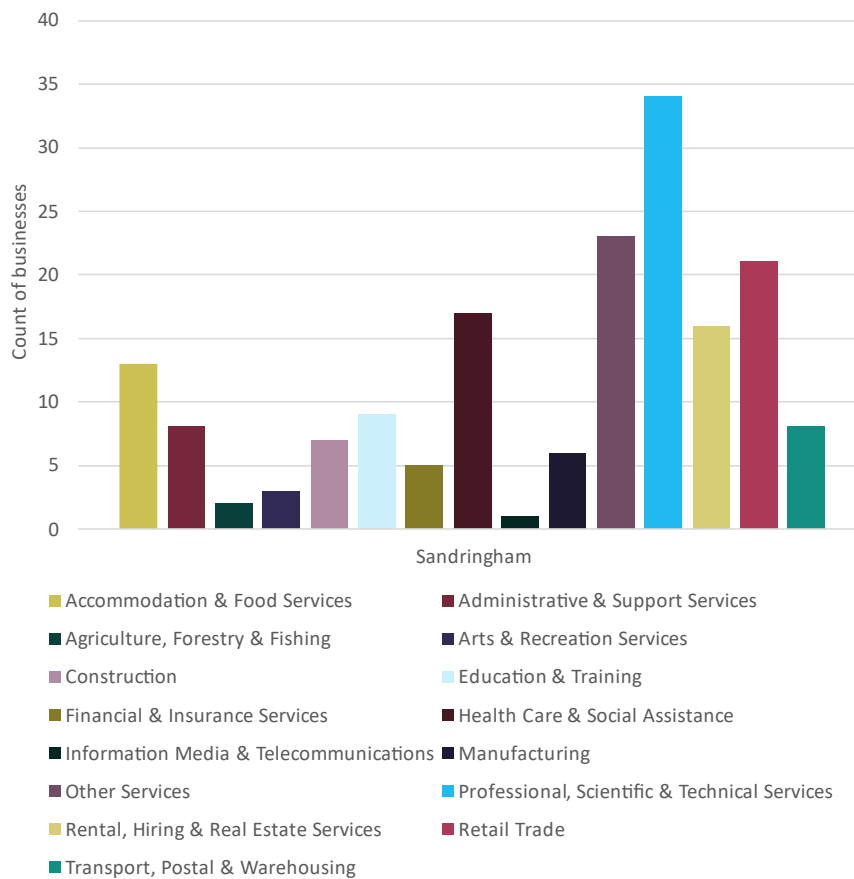
Industry	Jobs in 2021	Change between 2011-2021	AAGR
Agriculture, Forestry and Fishing	-	-	0.0%
Mining	3	3	0.0%
Manufacturing	35	12	4.1%
Electricity, Gas, Water and Waste Services	-	-	0.0%
Construction	46	-29	-4.8%
Wholesale Trade	14	-13	-6.5%
Retail Trade	175	-33	-1.7%
Accommodation and Food Services	139	-37	-2.4%
Transport, Postal and Warehousing	77	13	1.9%
Information Media and Telecommunications	34	19	8.8%
Financial and Insurance Services	62	6	1.0%
Rental, Hiring and Real Estate Services	66	-24	-3.1%
Professional, Scientific and Technical Services	222	39	2.0%
Administrative and Support Services	30	-22	-5.3%
Public Administration and Safety	224	79	4.5%
Education and Training	48	-23	-3.9%
Health Care and Social Assistance	110	36	4.0%
Arts and Recreation Services	30	-23	-5.6%
Other Services	42	-2	-0.5%
Total	1,357	-0	0.0%

Source: SGS Economics and Planning internal Small Area Model, 2023

5.3 Businesses

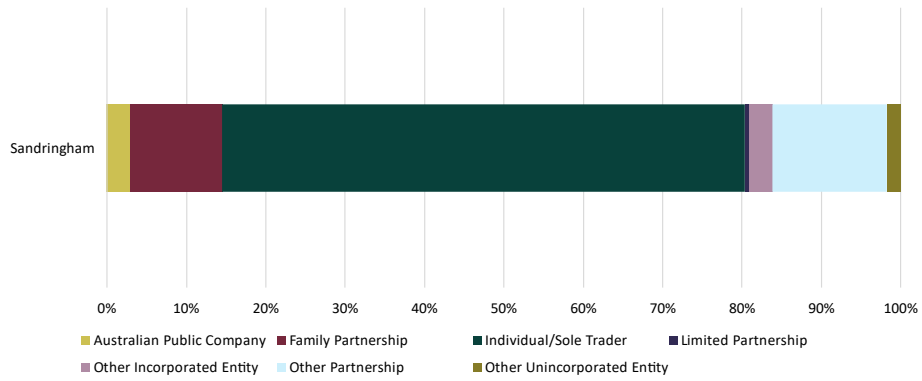
There is a total of 173 registered businesses within the Sandringham MAC. The 2018 Business Monitor update identified 150 businesses, a 15 per cent increase in 5 years. The largest share of businesses in the MAC are related to the Professional, scientific and technical services industry with 34 businesses in total. This is followed by Other services (23) and Retail trade (21). Figure 16 shows the share of businesses by ownership in the Sandringham MAC. Around 66 per cent of businesses are individual/sole trader, however a larger proportion of business in Sandringham are registered as family partnerships or other partnerships compared to other MACs in Bayside.

FIGURE 15: COUNT OF BUSINESSES BY INDUSTRY IN THE SANDRINGHAM MAC, 2023



Source: SGS Economics and Planning 2023 using REMPLAN and ABR data.

FIGURE 16: SHARE OF BUSINESSES IN THE SANDRINGHAM MAC BY OWNERSHIP CATEGORY, 2023



Source: SGS Economics and Planning 2023 using REMPLAN and ABR data.

DRAFT

5.4 Vacancies

A high-level vacancy audit was undertaken by Council staff in September of 2023 which recorded the number of shops vacant at the time of the survey. Vacancy rates in activity centres typically measure the proportion of available commercial or retail spaces that are not currently leased or occupied. The Sandringham MAC recorded a vacancy rate of 6.4 per cent at the time of the most recent survey. The vacancy rate has been steadily dropping across each Business Monitor study, from 15.9 per cent in 2011 to 8.7 per cent in 2018 and 6.4 per cent in 2023. However, it is important to note that vacancy rates represent a single point in time and the rate is likely to fluctuate.

FIGURE 17: SANDRINGHAM MAC VACANCIES AS OF SEPTEMBER, 2023

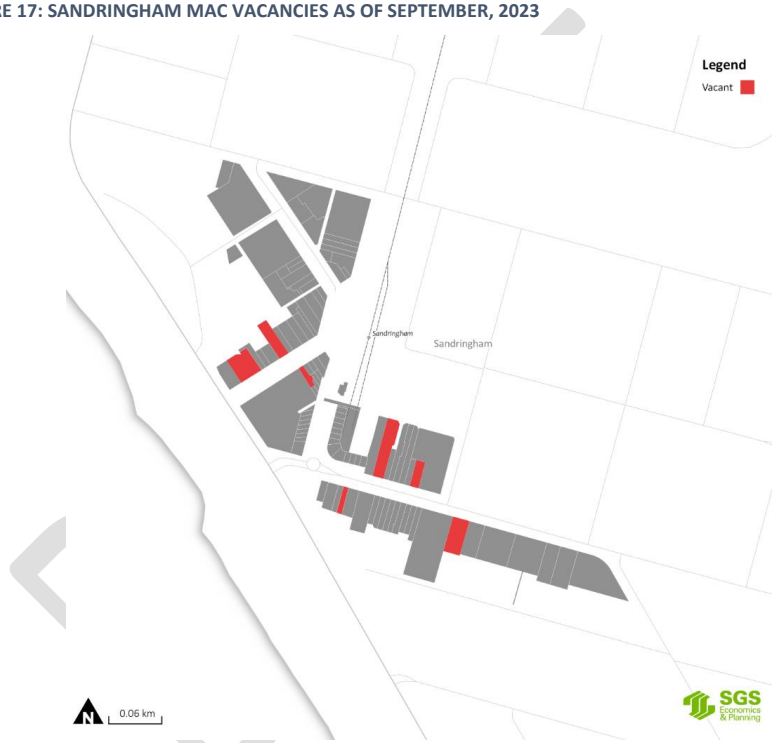


TABLE 4: VACANCY AUDIT RESULTS

Employment area/centre	Total business lots	Vacant business lots	Vacancy %
Sandringham	141	9	6.4%

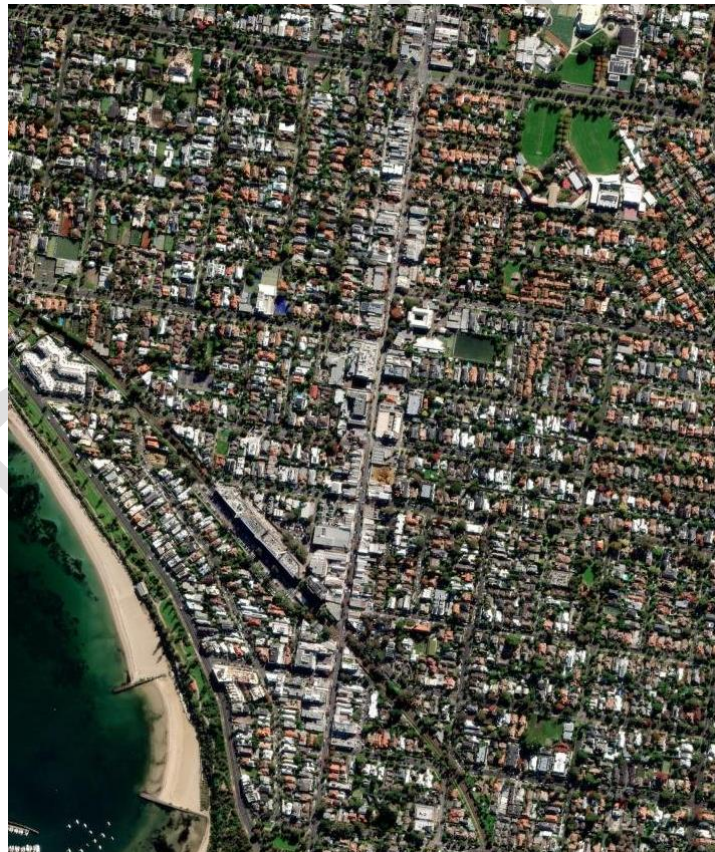
Source: SGS Economics & Planning, 2023.

6. Hampton Street

6.1 Overview

The Hampton MAC extends 1.4 kilometres and is the largest commercial precinct in Bayside. As a result, Hampton Street is more of a linear corridor of activities than a 'centre', with car travel through the street important in the absence of any tram infrastructure. Hampton Street has the most diverse array of retail in Bayside, anchored by a mid-sized supermarket. Intensive retail activity is undertaken at the southern end of the strip, which benefits from proximity to Hampton Railway Station and street dining and weather protection.

FIGURE 18: HAMPTON MAC AERIAL IMAGE, 2023

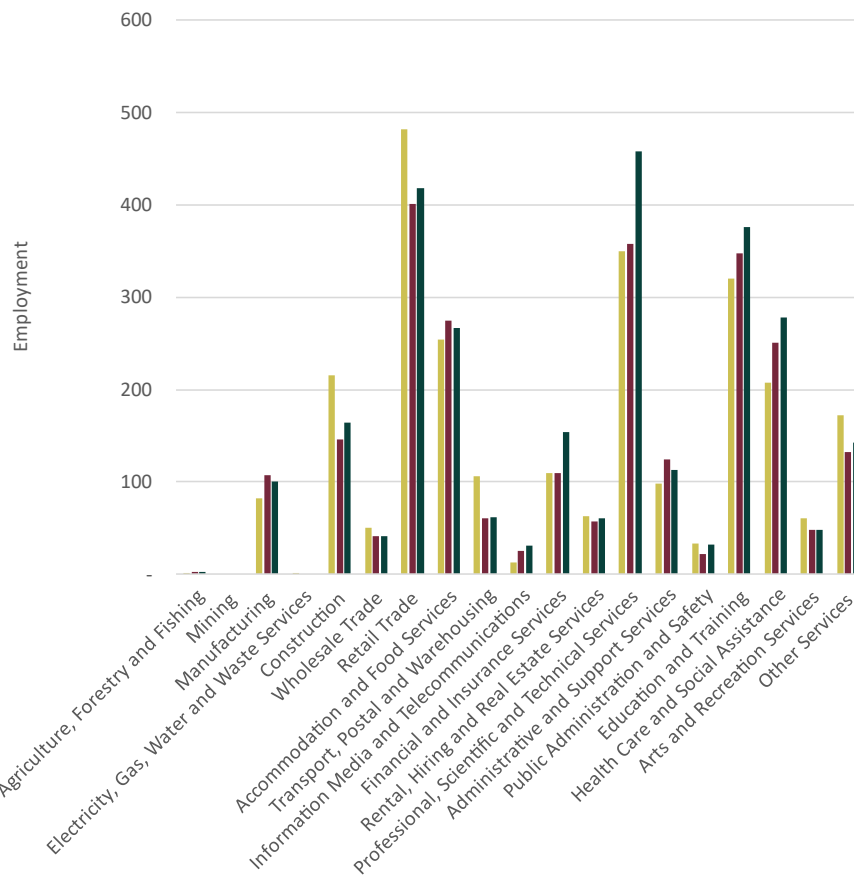


Source: ESRI World Imagery Wayback, 2023

6.2 Employment

Almost 2,750 people are employed within the Hampton MAC. Like most other MACs within Bayside, Professional, scientific and technical service related industries are the highest employing within the Hampton MAC. The same industry saw a significant increase in employment numbers between 2016 to 2021 with an additional 100 people employed in the sector. Employment in Retail trade dropped by 80 between 2011 and 2016, however rebounded slightly in 2021. While only employing 31 people in 2021, Information Media and Telecommunications as an industry has been growing at the highest AAGR at 9 per cent.

FIGURE 19: HAMPTON ST'S EMPLOYMENT BY INDUSTRY, 2011, 2016 & 2021



Source: SGS Economics and Planning internal Small Area Model, 2023

TABLE 5: HAMPTON ST'S EMPLOYMENT CHANGE BY INDUSTRY, 2011 - 2021

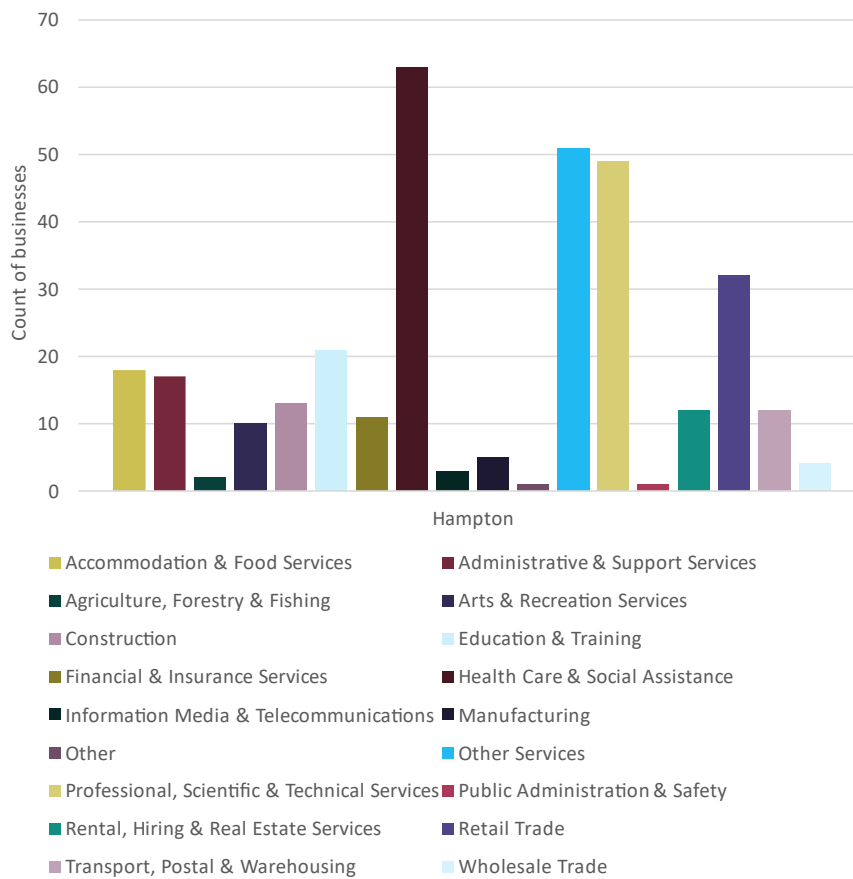
Industry	Jobs in 2021	Change between 2011-2021	AAGR
Agriculture, Forestry and Fishing	3	1	3.1%
Mining	-	-	0.0%
Manufacturing	101	19	2.1%
Electricity, Gas, Water and Waste Services	-	-	0.0%
Construction	164	-51	-2.7%
Wholesale Trade	41	-9	-2.0%
Retail Trade	418	-63	-1.4%
Accommodation and Food Services	267	12	0.5%
Transport, Postal and Warehousing	62	-45	-5.3%
Information Media and Telecommunications	31	18	9.0%
Financial and Insurance Services	154	44	3.5%
Rental, Hiring and Real Estate Services	61	-1	-0.2%
Professional, Scientific and Technical Services	458	107	2.7%
Administrative and Support Services	113	14	1.4%
Public Administration and Safety	33	-1	-0.3%
Education and Training	376	56	1.6%
Health Care and Social Assistance	278	70	3.0%
Arts and Recreation Services	49	-12	-2.2%
Other Services	142	-30	-1.9%
Total	2,749	129	0.5%

Source: SGS Economics and Planning internal Small Area Model, 2023

6.3 Businesses

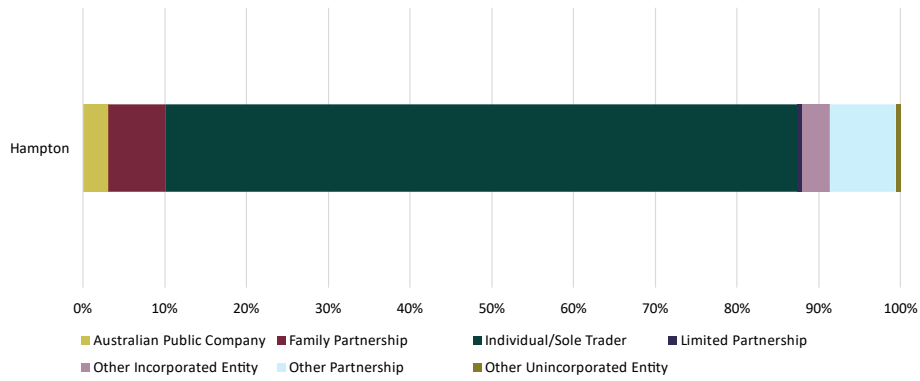
In 2023 there are a total of 325 registered businesses within the Hampton MAC. The number of businesses in the Hampton MAC has remained steady since 2018 which recorded 324 businesses within the MAC. The largest share of businesses are concerned with Health care and social assistance (63), followed by Other services (51) and Professional, scientific and technical services (49). Retail trade also has a strong presence with 32 business in this sector. Of the 325 businesses, 251 of these operate as individual/sole traders while just 10 are Australian public companies. Hampton Street remains the largest MAC in terms of size, number of businesses and employment numbers within Bayside.

FIGURE 20: COUNT OF BUSINESSES BY INDUSTRY IN THE HAMPTON ST MAC, 2023



Source: SGS Economics and Planning 2023 using REMPLAN and ABR data.

FIGURE 21: SHARE OF BUSINESSES IN HAMPTON ST MAC BY OWNERSHIP CATEGORY, 2023



Source: SGS Economics and Planning 2023 using REMPLAN and ABR data.

DRAFT

6.4 Vacancies

A high-level vacancy audit was undertaken by Council staff in September of 2023 which recorded the number of shops vacant at the time of the survey. Vacancy rates in activity centres typically measure the proportion of available commercial or retail spaces that are not currently leased or occupied. The Hampton St MAC recorded a vacancy rate of 5.5 per cent at the time of the most recent survey. This is a substantial drop from 2018’s vacancy rate of 12.96 per cent. It is important to note that vacancy rates represent a single point in time and the rate is likely to fluctuate.

FIGURE 22: HAMPTON MAC VACANCIES AS OF SEPTEMBER, 2023



TABLE 6: VACANCY AUDIT RESULTS

Employment area/centre	Total business lots	Vacant business lots	Vacancy %
Hampton St	381	21	5.5%

Source: SGS Economics & Planning, 2023.

7. Church Street

7.1 Overview

Church Street offers the second largest number of businesses of Bayside’s MACs but in a relatively compact space of two blocks. Shops are typically single storey although some double-storey offices are evident. The strip benefits from on-street dining, many shade trees and an attractive presentation overall. The MAC is anchored by two supermarkets. Core retailing remains stronger in Church Street than any other Bayside MACs, with clothing retail outlets continuing as the largest retailing sub-sector.

FIGURE 23: CHURCH ST MAC AERIAL IMAGE, 2023

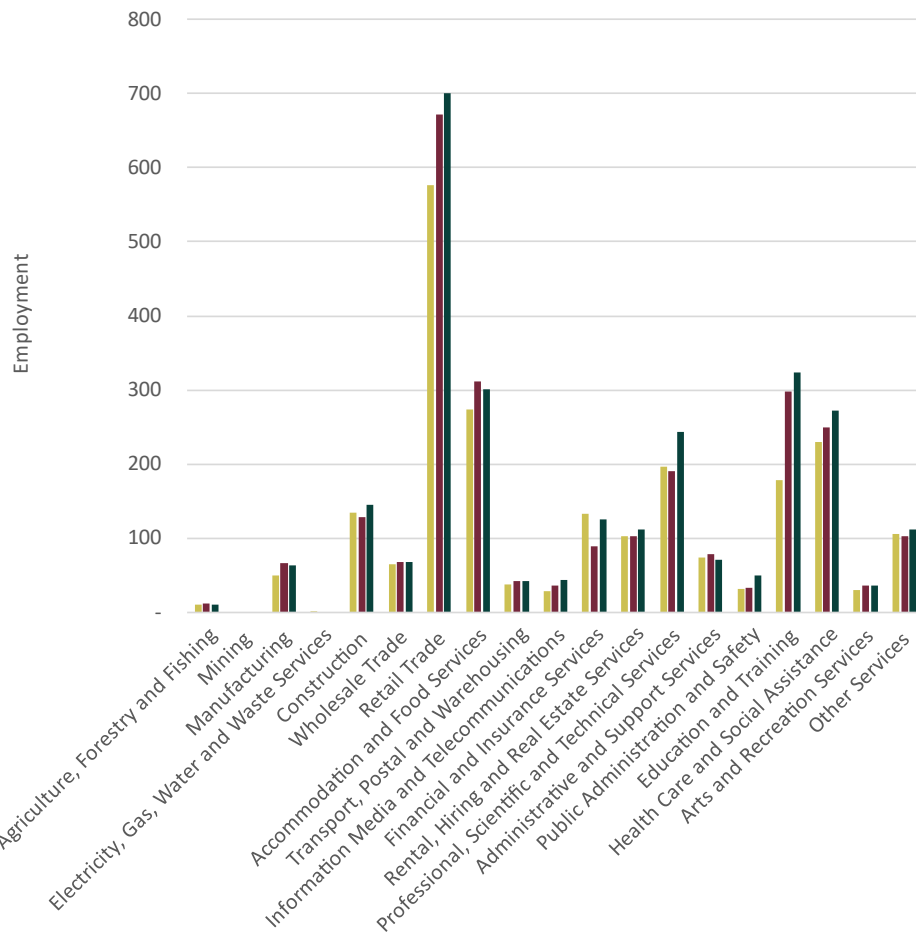


Source: ESRI World Imagery Wayback, 2023

7.2 Employment

In 2021 there were 2,714 people working within the Church St MAC, an increase of 462 people since 2011. Retail trade has historically been the largest employing sector in the MAC with a total of 700 people employed within the sector. Retail trade is also continuing to grow with an AAGR of 2 per cent between 2011 and 2021. Unlike many other MACs within Bayside, nearly all industry sectors have recorded employment growth in Church St besides Electricity, Gas, Water and Waste Services, Financial and Insurance Services and Administrative and Support Services. Education and training is the fastest growing sector in terms of employment in Church St with an additional 146 people employed between 2011 and 2021 equivalent to an AAGR of 6.2 per cent.

FIGURE 24: CHURCH ST'S EMPLOYMENT BY INDUSTRY, 2011, 2016 & 2021



Source: SGS Economics and Planning internal Small Area Model, 2023

TABLE 7:CHURCH ST'S EMPLOYMENT CHANGE BY INDUSTRY, 2011 - 2021

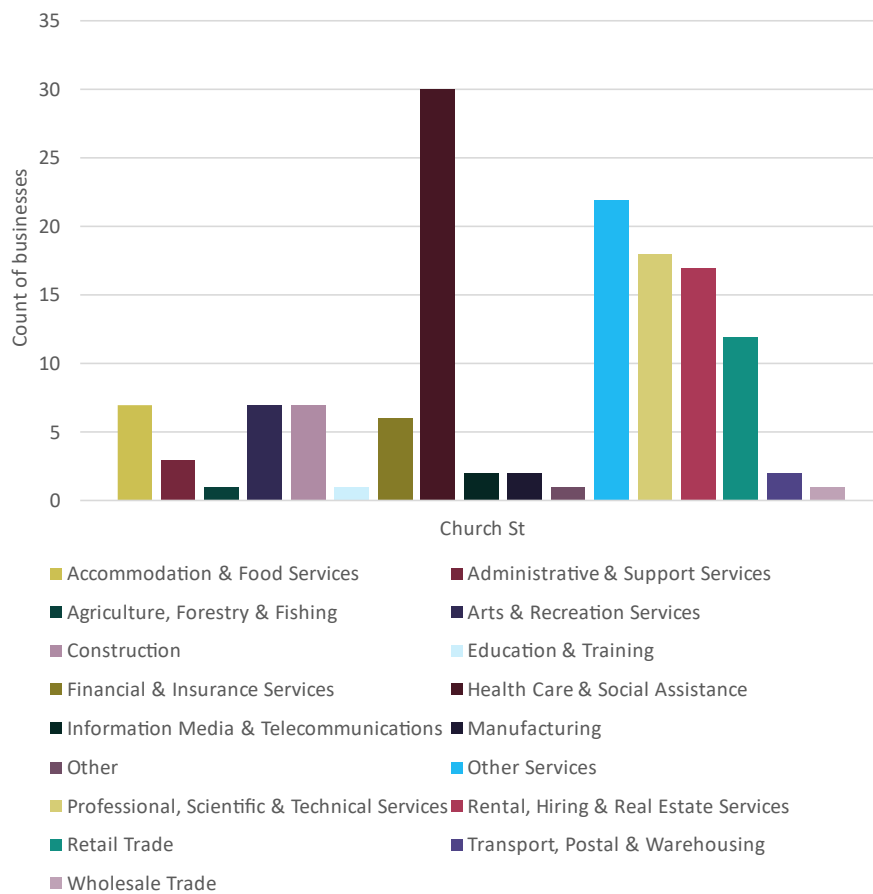
Industry	Jobs in 2021	Change between 2011-2021	AAGR
Agriculture, Forestry and Fishing	10	1	0.9%
Mining	-	-	0.0%
Manufacturing	63	14	2.5%
Electricity, Gas, Water and Waste Services	0	-1	-62.5%
Construction	144	10	0.7%
Wholesale Trade	67	3	0.4%
Retail Trade	700	124	2.0%
Accommodation and Food Services	301	28	1.0%
Transport, Postal and Warehousing	42	5	1.3%
Information Media and Telecommunications	43	15	4.4%
Financial and Insurance Services	125	-8	-0.6%
Rental, Hiring and Real Estate Services	111	8	0.8%
Professional, Scientific and Technical Services	243	47	2.2%
Administrative and Support Services	71	-3	-0.4%
Public Administration and Safety	50	19	4.9%
Education and Training	324	146	6.2%
Health Care and Social Assistance	273	43	1.7%
Arts and Recreation Services	36	6	1.9%
Other Services	111	5	0.5%
Total	2,714	462	1.9%

Source: SGS Economics and Planning internal Small Area Model, 2023

7.3 Businesses

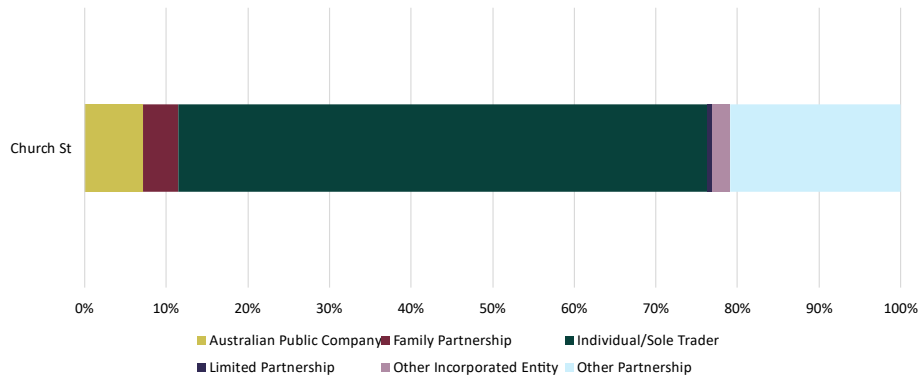
In 2023 there were 139 registered businesses within the Church St MAC. The Health care and social assistance sector has the largest number of associated business (30), followed by Other services (22), Professional, scientific and technical services (18), Rental, hiring and real estate (17) and Retail trade (12). Compared to the ownership types within other Bayside MACs there is a much larger proportion of partnerships within Church St with almost 30 per cent of businesses being owned in a partnership or family partnership while 65 per cent of businesses are owned by an individual/sole trader.

FIGURE 25: COUNT OF BUSINESSES BY INDUSTRY IN THE CHURCH ST MAC, 2023



Source: SGS Economics and Planning 2023 using REMPLAN and ABR data.

FIGURE 26: SHARE OF BUSINESSES IN CHURCH ST MAC BY OWNERSHIP CATEGORY, 2023



Source: SGS Economics and Planning 2023 using REMPLAN and ABR data.

DRAFT

7.4 Vacancies

A high-level vacancy audit was undertaken by Council staff in September of 2023 which recorded the number of shops vacant at the time of the survey. Vacancy rates in activity centres typically measure the proportion of available commercial or retail spaces that are not currently leased or occupied. The Church St MAC recorded a vacancy rate of 5 per cent at the time of the most recent survey. This is a slight increase on vacancy rates recorded in 2011 (4.3 per cent) and 2018 (4.7 per cent), however overall the vacancy rate remains relatively low. It is important to note that vacancy rates represent a single point in time and the rate is likely to fluctuate.

FIGURE 27: CHURCH ST MAC VACANCIES AS OF SEPTEMBER, 2023

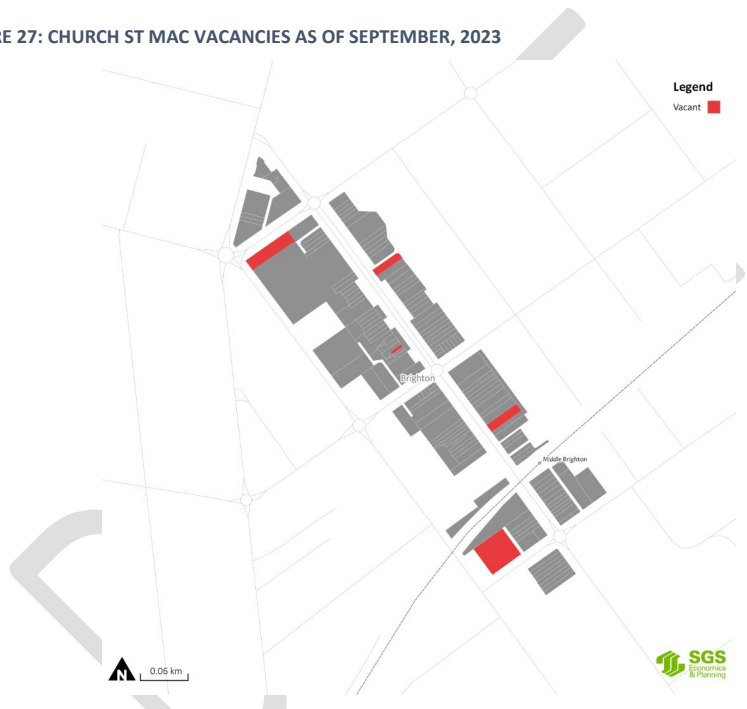


TABLE 8: VACANCY AUDIT RESULTS

Employment area/centre	Total business lots	Vacant business lots	Vacancy %
Church St	202	10	5.0%

Source: SGS Economics & Planning, 2023.

8. Hampton East

8.1 Overview

Hampton East is a portion of the designated Moorabbin MAC which largely falls within the neighbouring municipality of Kingston. The Hampton East area is on the west side of Nepean Highway, across from the Moorabbin train station and Moorabbin town hall. The strip stretches 325m along Nepean Highway and a further 75m west along South Rd (600m in total). For a long period of time the southern end of the strip has been anchored by outdoor retailers, however, this is changing as other large format retailer have taken over these spaces as well as a bank. Most shops are single story with wide frontages however multi-story buildings border the Nepean Hwy – South Rd intersection. The strips main offerings include retail, financial services and other personal services.

FIGURE 28: HAMPTON EAST (MOORABBIN MAC) AERIAL IMAGE, 2023

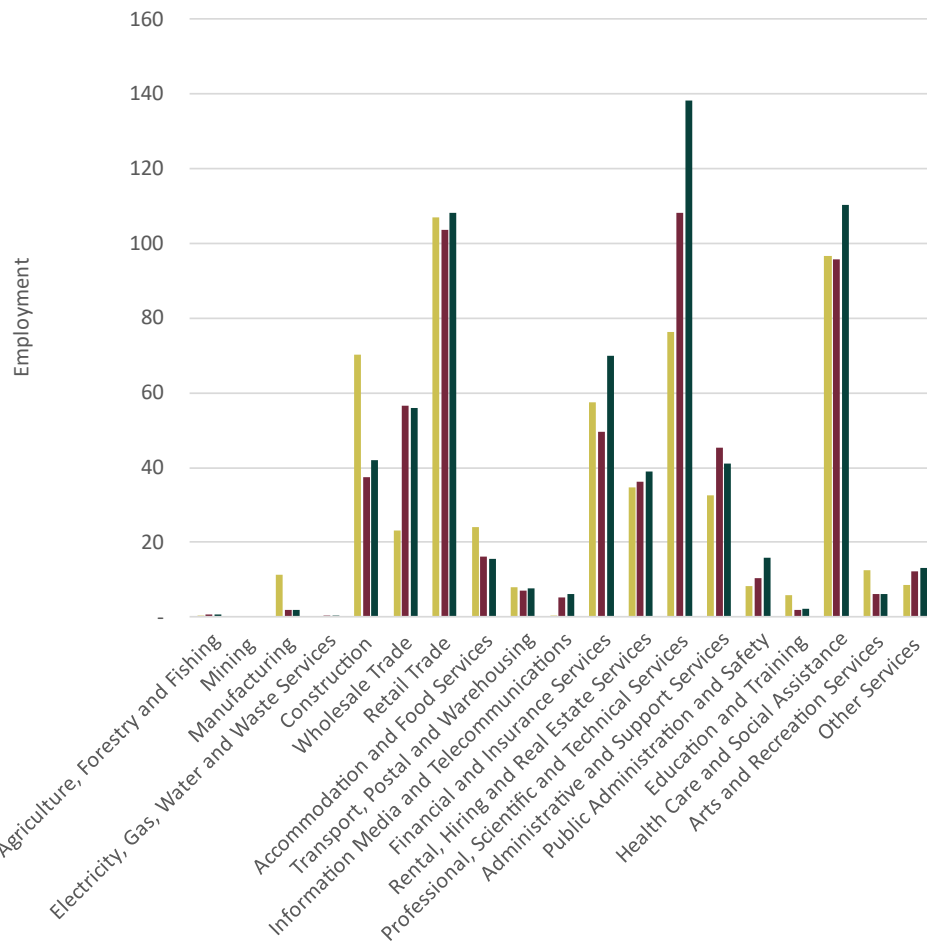


Source: ESRI World Imagery Wayback, 2023

8.2 Employment

Hampton East is the smallest employing centre across Bayside’s MACs with 674 people employed in 2021, which is to be expected given it is a small portion of the larger Moorabbin MAC in Kingston. Professional, scientific and technical services and Health care and social assistance are the two largest industries present in the Hampton East MAC by employment size. Retail has remained strong with steady employment between 2011 (107 people employed) to 2021 (108 people employed). Financial and insurance service related jobs have seen a significant increase, especially between 2016 and 2021 with an additional 20 people employed in the sector.

FIGURE 29: HAMPTON EAST’S EMPLOYMENT BY INDUSTRY, 2011, 2016 & 2021



Source: SGS Economics and Planning internal Small Area Model, 2023

TABLE 9: HAMPTON EAST'S EMPLOYMENT CHANGE BY INDUSTRY, 2011 - 2021

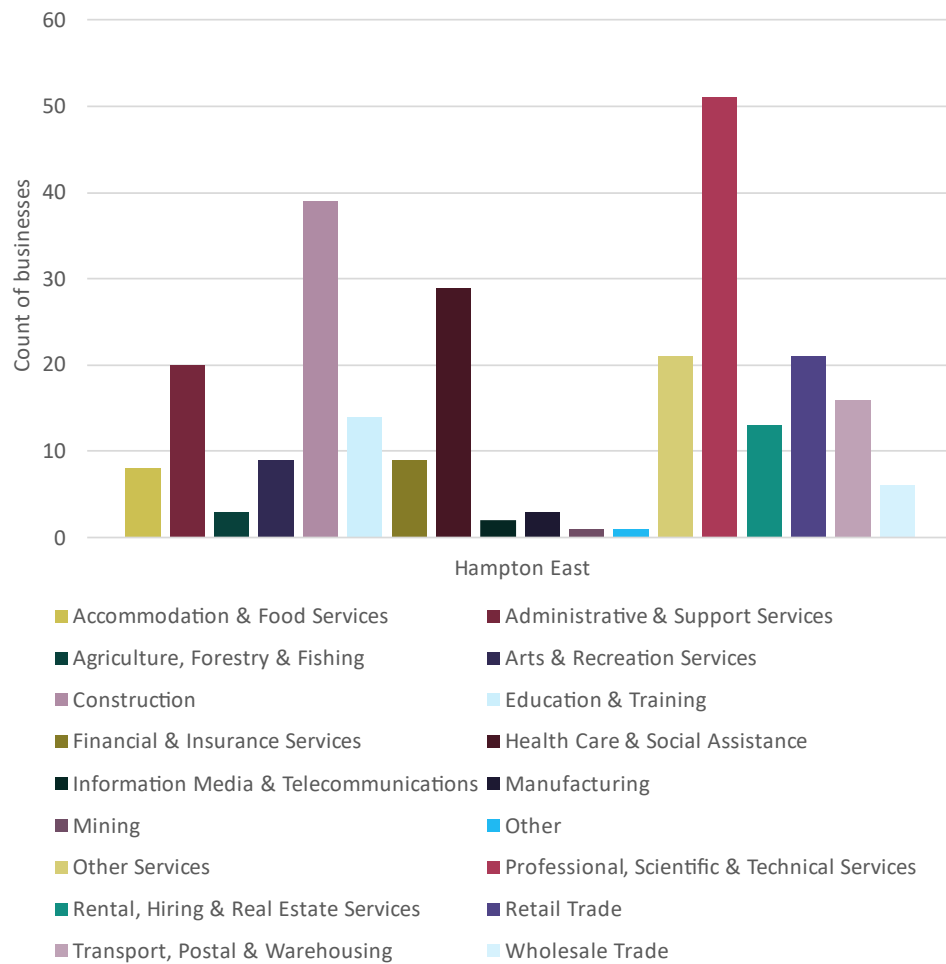
Industry	Jobs in 2021	Change between 2011-2021	AAGR
Agriculture, Forestry and Fishing	1	1	116.5%
Mining	0	0	0.0%
Manufacturing	2	-9	-16.6%
Electricity, Gas, Water and Waste Services	0	0	0.0%
Construction	42	-28	-5.0%
Wholesale Trade	56	33	9.2%
Retail Trade	108	1	0.1%
Accommodation and Food Services	16	-9	-4.2%
Transport, Postal and Warehousing	8	-0	-0.4%
Information Media and Telecommunications	6	6	154.6%
Financial and Insurance Services	70	12	2.0%
Rental, Hiring and Real Estate Services	39	4	1.2%
Professional, Scientific and Technical Services	138	62	6.1%
Administrative and Support Services	41	9	2.4%
Public Administration and Safety	16	7	6.5%
Education and Training	2	-4	-9.4%
Health Care and Social Assistance	110	14	1.3%
Arts and Recreation Services	6	-6	-6.7%
Other Services	13	4	4.2%
Total	674	97	1.6%

Source: SGS Economics and Planning internal Small Area Model, 2023

8.3 Businesses

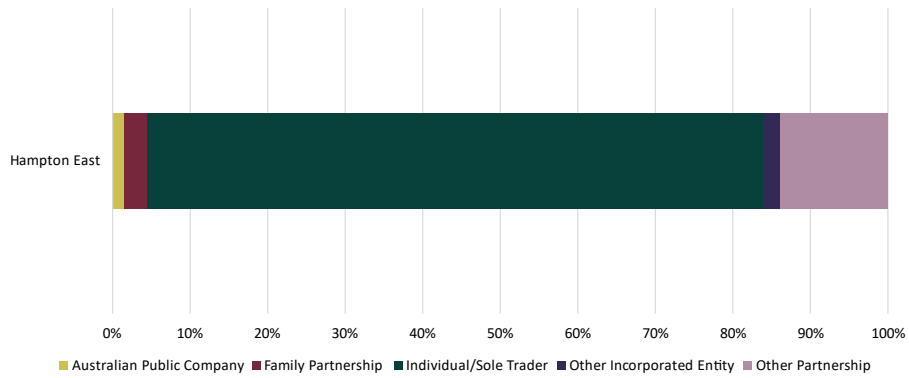
The Hampton Street MAC has not been included in previous Business Monitor studies and so the number of businesses with the MAC cannot be compared across years. In 2023 there are 226 businesses within the Hampton East centre. Almost 20 per cent of businesses are concerned with Professional, scientific and technical services, 15 per cent with construction, 8 per cent with retail trade and 11 per cent with health care and social assistance. 83 per cent of businesses within the Hampton East centre are owned by individual/sole traders as shown in Figure 31.

FIGURE 30: COUNT OF BUSINESSES BY INDUSTRY IN THE HAMPTON EAST MAC, 2023



Source: SGS Economics and Planning 2023 using REMPLAN and ABR data.

FIGURE 31: SHARE OF BUSINESSES IN THE HAMPTON EAST MAC BY OWNERSHIP CATEGORY, 2023



Source: SGS Economics and Planning 2023 using REMPLAN and ABR data.

DRAFT

8.4 Vacancies

A high-level vacancy audit was undertaken by Council staff in September of 2023 which recorded the number of shops vacant at the time of the survey. Vacancy rates in activity centres typically measure the proportion of available commercial or retail spaces that are not currently leased or occupied. The Hampton East MAC recorded a vacancy rate of 11.4 per cent in 2023. This is the highest vacancy rates across all the centres surveyed for the 2023 Business Monitor study, however, the vacancy rate is not available for comparison in previous years. It is important to note that vacancy rates represent a single point in time and the rate is likely to fluctuate.

FIGURE 32: HAMPTON EAST (MOORABIN) MAC VACANCIES AS OF SEPTEMBER, 2023



TABLE 10: VACANCY AUDIT RESULTS

Employment area/centre	Total business lots	Vacant business lots	Vacancy %
Hampton East	70	8	11.4%

Source: SGS Economics & Planning, 2023.

9. Bayside Business District

9.1 Overview

The Bayside Business District (BBD) is a significant employment precinct within Bayside, however it is not included as a Major Activity Centre. The BBD has an industrial history, with the precinct having accommodated a range of manufacturing and wholesaling activities in the past. The BBD is strategically positioned between Sandringham and Southland, the precinct’s main entry point and active frontage is along Bay Road. The BBD is the largest area of industrial land within the Inner South East region of Melbourne and is an area in transition from its traditional manufacturing base to a more business services focus, providing a range of manufacturing and industrial uses as well as a growing commercial role.

FIGURE 33: BAYSIDE BUSINESS DISTRICT AERIAL IMAGE, 2023

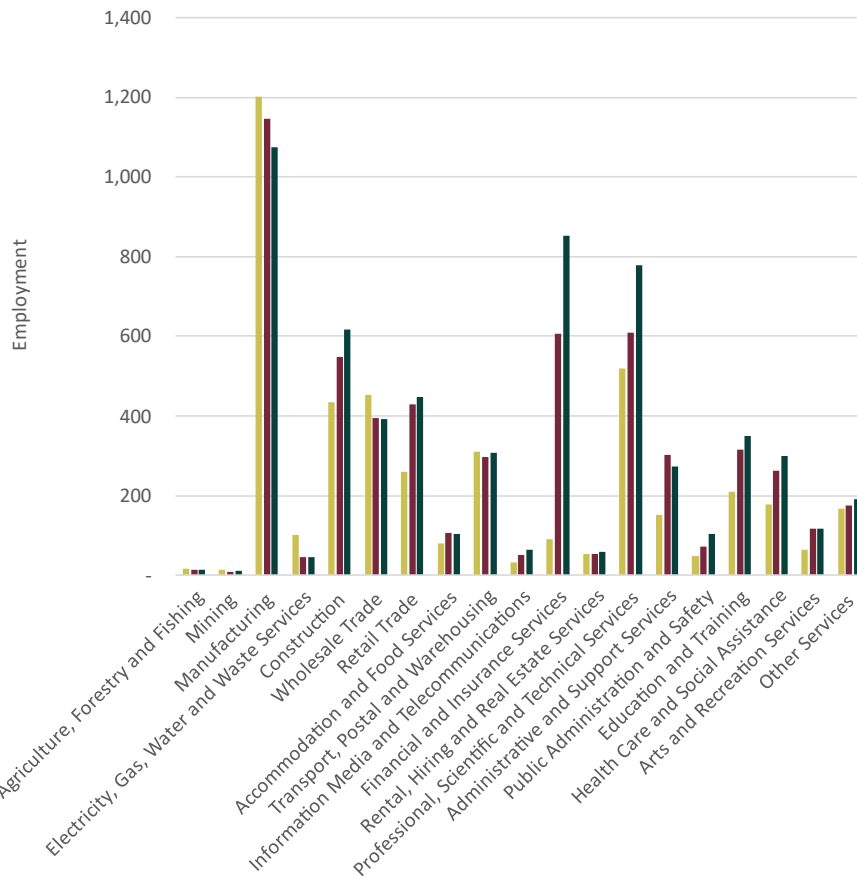


Source: ESRI World Imagery Wayback, 2023

9.2 Employment

The employment data below shows the transition that the BBD is undergoing from traditional industrial sectors towards business services. In total there was 6,099 people employed within the BBD areas in 2021. Although manufacturing is still the largest employing sector, employment has been steadily declining through to 2021. Industries concerned with the knowledge based economy such as Professional, scientific and technical services and Financial and insurance services have been growing at high rates. Employment in Financial and Insurance Services grew at an AAGR of over 25 per cent. Construction, wholesale trade and Transport, postal and warehousing all remain significant employing industries.

FIGURE 34: THE BBD'S EMPLOYMENT BY INDUSTRY, 2011, 2016 & 2021



Source: SGS Economics and Planning internal Small Area Model, 2023

TABLE 11: THE BBD’S EMPLOYMENT CHANGE BY INDUSTRY, 2011 - 2021

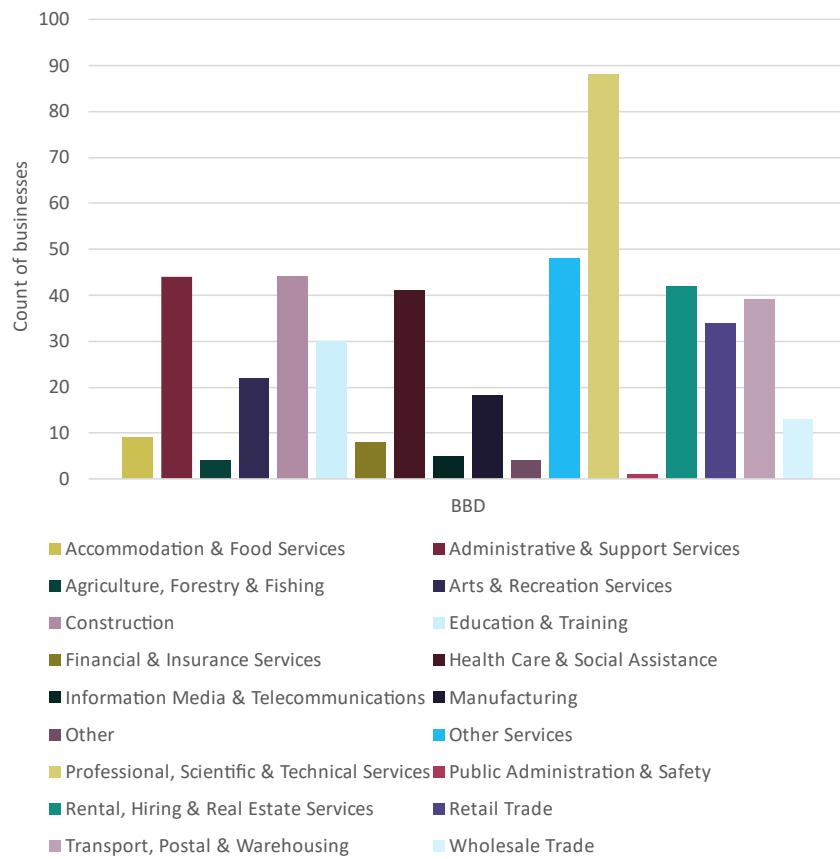
Industry	Jobs in 2021	Change between 2011-2021	AAGR
Agriculture, Forestry and Fishing	13	-4	-2.7%
Mining	10	-3	-2.6%
Manufacturing	1,075	-125	-1.1%
Electricity, Gas, Water and Waste Services	46	-55	-7.6%
Construction	617	184	3.6%
Wholesale Trade	392	-60	-1.4%
Retail Trade	448	189	5.6%
Accommodation and Food Services	103	24	2.7%
Transport, Postal and Warehousing	307	-5	-0.2%
Information Media and Telecommunications	64	30	6.6%
Financial and Insurance Services	853	762	25.2%
Rental, Hiring and Real Estate Services	58	5	0.8%
Professional, Scientific and Technical Services	778	259	4.1%
Administrative and Support Services	274	122	6.1%
Public Administration and Safety	105	56	8.0%
Education and Training	349	140	5.3%
Health Care and Social Assistance	300	121	5.3%
Arts and Recreation Services	116	52	6.1%
Other Services	192	26	1.5%
Total	6,099	1,718	3.4%

Source: SGS Economics and Planning internal Small Area Model, 2023

9.3 Businesses

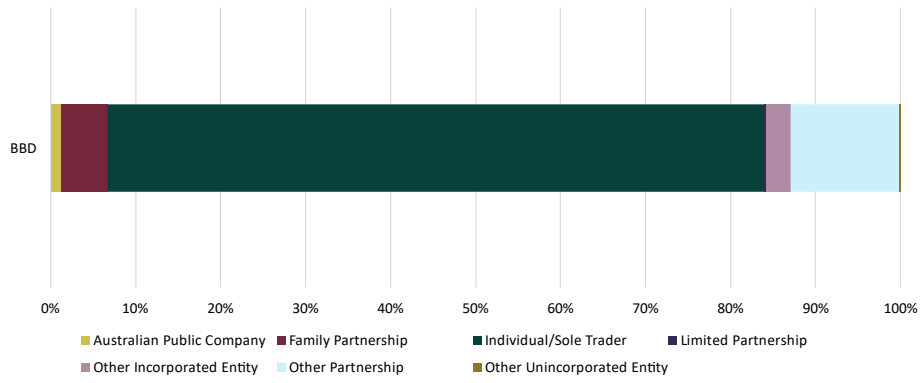
The BBD’s transition away from traditional industrial industries is also evident in the number of businesses within the BBD related to business services and the knowledge economy. While traditional industrial sectors are responsible for the highest levels of employment by industries, Professional, scientific and technical service related businesses are the most common in the BBD (88 businesses), followed by Other services (48), Administrative support services (44) and Construction (44). 77 per cent of businesses within the Hampton East centre are owned by individual/sole traders as shown in Figure 36.

FIGURE 35: COUNT OF BUSINESSES BY INDUSTRY IN THE BBD, 2023



Source: SGS Economics and Planning 2023 using REMPLAN and ABR data.

FIGURE 36: SHARE OF BUSINESSES IN THE BBD BY OWNERSHIP CATEGORY, 2023



Source: SGS Economics and Planning 2023 using REMPLAN and ABR data.

DRAFT

9.4 Vacancies

A high-level vacancy audit was undertaken by Council staff in September of 2023 which recorded the number of shops vacant at the time of the survey. Vacancy rates in activity centres typically measure the proportion of available commercial or retail spaces that are not currently leased or occupied. Within the BBD vacancies were only recorded along the Bay St strip. This is considered the gateway to the BBD and is the most common precinct for retail and commercial uses. The BBD recorded a vacancy rate of 6.3 per cent in 2023. While relatively low in 2023, the vacancy rate is not available for comparison in previous years. It is important to note that vacancy rates represent a single point in time and the rate is likely to fluctuate.

FIGURE 37: BAY RD, BBD VACANCIES AS OF SEPTEMBER, 2023

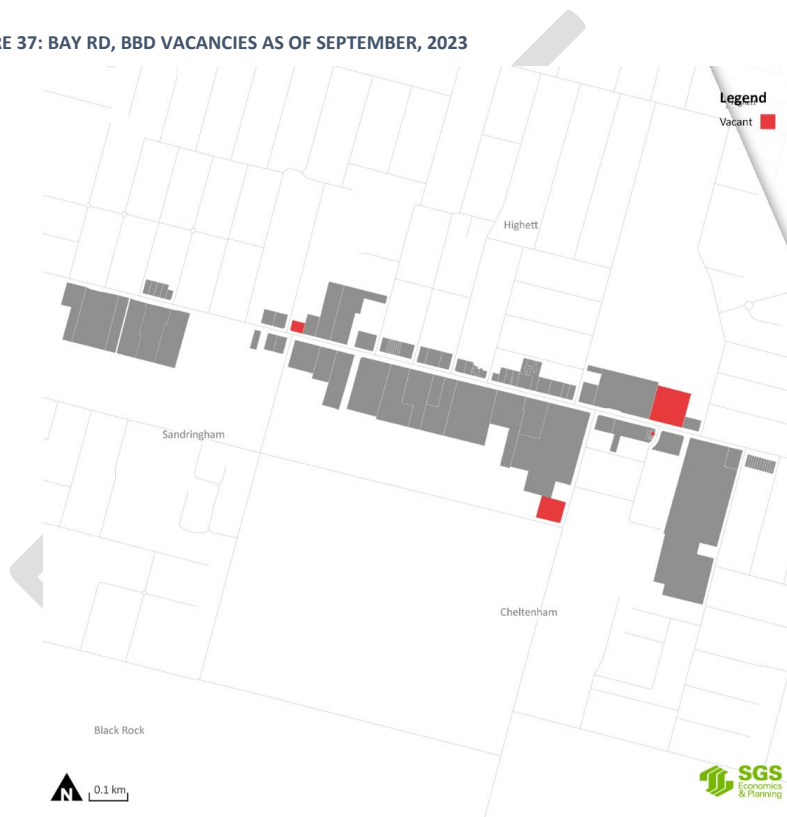


TABLE 12: VACANCY AUDIT RESULTS

Employment area/centre	Total business lots	Vacant business lots	Vacancy %
BBD	125	8	6.4%

Source: SGS Economics & Planning, 2023.

10. Key Findings

Overall, Bayside's Major Activity Centres are in good economic health. Where comparable across previous years each centre has seen a reduction in vacancy rates showing positive signs of a strong recovery from the economic effects of COVID-19.

Employment trends have shown reduction in retail trade related employment which is consistent with general trends given the continued evolution and popularity of online retail and the shift away from brick and mortar retail shops. Despite this, Church St has still seen significant employment growth in the retail sector.

In general each centre has seen an increase in the number of businesses operating within it. There is a substantial difference in the number of businesses operating within each sector and the wide variety of the industries they are operating in shows the diversity of Bayside's centres and the strong offerings within each.

Future Business Monitor studies will be able to compare the Hampton East centre and the BBD to better understand vacancy and business trends in these employment centres.

**CANBERRA / NGAMBRI /
NGUNNAWAL / NGARIGO**

Level 2, 28-36 Ainslie Avenue
Canberra ACT 2601
+61 2 6257 4525
sgsact@sgsep.com.au

HOBART / NIPALUNA

PO Box 123
Franklin TAS 7113
+61 421 372 940
sgstas@sgsep.com.au

MELBOURNE / NAARM

Level 14, 222 Exhibition Street
Melbourne VIC 3000
+61 3 8616 0331
sgsvic@sgsep.com.au

SYDNEY / WARRANG

Suite 2.01/50 Holt Street
Surry Hills NSW 2010
+61 2 8307 0121
sgsnsw@sgsep.com.au

DRAFT



10.4 UPDATE ON YALUKIT WILLAM WETLAND CONCEPT DESIGNS

Environment, Recreation and Infrastructure - Open Space and Recreation
File No: PSF/24/102 – Doc No: DOC/24/98059

Executive summary

Purpose and background

This report provides Council with an update on the wetland concept design that has been developed for the Yalukit Willam Nature Reserve. The Masterplan that guides Council's work at the site identified a number of proposed elements, including expanded wetlands, a 'chain of ponds', grassy woodlands and visitor facilities such as indigenous gathering places and a gateway building.

Expanded wetlands were needed to improve the quality of water that is released into Port Phillip Bay. The Masterplan proposed an extension to the current wetland and constructing a new wetland to the south of the existing.

Design intent

The Masterplan states that the wetlands will *'play an important role in water cleansing to significantly improve the water quality of Elster Creek before it is discharged into Port Phillip Bay.'*

While areas of the wetlands invite people to engage at an intimate and tactile level, other areas, such as the conservation island, are retained for passive engagement only and the conservation of ecologies and their fauna.'

Council has engaged McGregor Coxall, the creators of the original masterplan, to complete the design of the Wetlands.

Update on progress of design

The journey from a high-level masterplan to a concept design is an iterative process where a number of options are discussed and assessed. The four priorities for the wetland design (Ecology and Biodiversity, Water Quality, Water Quantity and Community Culture) have to be balanced against the requirement to achieve a functional design that benefits both the natural and social environment, as well as taking into account the complex site conditions and available budget.

Work currently being planned by Melbourne Water to alleviate local flooding was an unknown when the Masterplan was developed. Other factors required more detailed investigation following the masterplan, including how any design responds to the VIVA Energy W.A.G pipeline, the demand for water from the recently constructed Chain of Ponds and the hydrological analysis of the upstream Elster Creek catchment, which is over 3000ha in size and covers multiple local authorities.

As the design progresses, the locations of some assets, such as the gross pollutant trap (GPT), and High Flow Bypass may change in order for the wetland to function correctly. The locations of these assets may also alter following future conversations with Melbourne Water.

Design outcomes

The proposed concept design delivers a conservation island that is 0.9 hectares in size and is supplemented by over 3 hectares of wetland and aquatic habitat, including 0.6 hectares of open water, 0.9 hectares of both tall march and shallow wetlands and 0.6 hectares of swamp scrub.

Based on the current concept design, the wetland will contribute towards reducing the amount of nitrogen (Ni) entering Port Phillip Bay by 1200kg per year.

Project funding

Council has executed a funding agreement with the Federal Government. This agreement confirms the Federal Government will contribute \$5.5 million (excluding GST) towards the design and construction, including landscaping, of the wetlands and surrounding areas.

The estimated construction costs of the wetlands is between \$4.5 - \$5.5 million. As the design develops from concept to schematic to detailed, the proposed costings will also be refined.

Consultation with Melbourne Water

Melbourne Water has a design acceptance process for the delivery of wetlands that developers, consultants and designers must follow. In order for the wetland design to hold true to the major objectives of the masterplan and meet Melbourne Water's requirements, Council has been engaging with Melbourne Water to ensure the water that comes into the wetland is manageable and allows for the establishment of habitat and a healthy ecosystem.

An additional benefit of direct consultation with Melbourne Water means that Council can design its wetland in accordance with Melbourne Water's own planned works to enhance the Elwood canal diversion drain to reduce the risk of flooding to the local area.

Council will continue working with Melbourne Water to ensure that the flood mitigation that is planned for the area is captured within its own design for the wetlands so both projects achieve their intended outcomes without significant damage or disruption to the wetlands systems by any major flooding events.

Council officers will also work with Melbourne Water to understand if additional funding streams are available to contribute towards works associated with the construction of the wetlands.

Feedback from the Yalukit Willam Nature Reserve Committee of Management ('CoM')

The YWNR CoM received a presentation that illustrated the concept design journey. The CoM was positive about the concept at Attachment 1.

The CoM raised a number of questions about public amenity and conditions during times of heavy rain and subsequent flooding. The CoM was keen to ensure that public access to the wetland area is a key considered as detailed design progresses.

Next steps

Additional works to progress the concept design to a detail design will result in further refinements to the drawing in Attachment 1. While the overall design intent is unlikely to alter, the location of items such as the Gross Pollutant Trap (GPT) and high flow bypass are subject to change as detailed design progresses and further engagement with Melbourne Water takes place.

Council officers plan to release a competitive tender to construct the wetlands in July 2024, with the contract to be awarded in August 2024. Construction timelines will be defined based on the submissions received.

Recommendation

That Council endorses the Yalukit Willam Nature Reserve wetland concept design (Attachment 1) and proceeds to detailed design.

Support Attachments

1. Attachment 1 - YWNR Wetland Concept ↓

Considerations and implications of recommendation

Social

The Masterplan achieves a wide variety of health and wellbeing benefits for the community as a large area of passive open space within an urban environment.

Natural Environment

The Reserve serves as a refuge for plants and animals in an otherwise urban environment as well as an area that will assist with localised flood mitigation. The concept design will be a considerable outcome for the natural environment and will lead to a number of short and long-term enhancements at the site.

Climate Emergency

The creation of the wetland and improvement to biodiversity at the site will contribute to the realisation of Council's Climate Emergency Action Plan.

Built Environment

Structures shown at the site include seating, bird hides and other viewing platforms which are within the scope of the project and included within the budget.

Customer Service and Community Engagement

Due to the technical nature of the floodplain modelling, the design prepared currently reflects the requirements of Melbourne Water and other statutory authorities. Informal engagement has taken place with the Yalukit Willam Nature Association and the Council appointed Committee of Management in relation to the draft design who have expressed support for the concept design in principle.

Officers will continue to engage with key stakeholders informally through the progressing of the design stage.

Equity Impact

The implications of this report have been assessed and are compliant with the requirements of the *Gender Equality Act 2020*.

a) does not meet the requirement for a comprehensive Equity Impact Assessment (EIA) at this time and it has been approved by the EIA Lead not to progress with the assessment.

Human Rights

The implications of the report have been assessed and are not considered likely to breach or infringe upon, the human rights contained in the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

Governance

Officers involved in the preparation of this report have no conflict of interest.

Legal

There are no legal issues arising from this report.

Finance

Council has executed a funding agreement with the Federal Government. This agreement confirms the Federal Government will contribute \$5.5 million (excluding GST) towards the design and construction, including landscaping, of the wetlands and surrounding areas.

Links to Council policy and strategy

The delivery of the wetlands is a key component of the Elsternwick Park Masterplan 2020.



Attachment 1: Wetland Concept

10.5 WANGARA ROAD MASTERPLAN UPDATE

Environment, Recreation and Infrastructure - Open Space and Recreation
File No: PSF/24/102 – Doc No: DOC/24/77846

Executive summary

Purpose and background

This report provides an update on the feedback received in relation to the Wangara Road Masterplan which seeks to transition the former golf driving range into an area of passive open space.

Action 3.1.3 of the Council Plan 2021–25 highlights Council's commitment to the development of a Masterplan for the former Wangara Road landfill Site.

At the 22 November 2022 Council Meeting, it was resolved:

That Council:

- *confirms the future use of the site at Wangara Road as an Interactive Passive Open Space with an Environmental Focus for the purpose of developing a Rehabilitation Plan*
- *notes the process required to complete the development of the Wangara Road Masterplan, and that the Masterplan should include for consideration, but not limited to:*
 - *best practice available for the management of the former landfill site*
 - *mother stock area for the Bayside Community Nursery*
 - *interactive garden beds*
 - *protection and enhancement for native wildlife including Bronzewing habitat*
 - *a large Floral Clock consisting of predominantly indigenous plants.*

Key Issues

Community Engagement

In order to gather ideas and aspirations for the site Council officers undertook stage one of community engagement over a 3-month period from 29 November 2023 to 28 February 2024. A summary of this feedback is available in Attachment 1.

Community engagement included a 'Have Your Say' (HYS) landing page which was launched on 29 November 2023 and closed on 28 February 2024. More than 3,800 community members visited the project webpage. Engagement also included in person events at 'Sandy Fest' on 2 December 2023 and the 'Sandringham Twilight Markets' on 3 February 2024. Both in person events, which generated 75 contributions, allowed staff to talk directly to stakeholders and discuss the project in more detail. Feedback collected at these face-to-face events mirrored what was received on the HYS webpage.

Analysis of community feedback was varied with a large volume of data collected consistent with the direction provided by Council in November 2022, and a number of suggestions contradictory to the resolution and the Rehabilitation Plan. Both online and direct correspondence data reflected strong community interest in both passive and active recreation.

Contributions received via online, discussions, meetings and direct submissions to officers reflected key themes such as dog on/off leash areas, active recreation and exercise areas, vegetation and habitat, and community gathering spaces.

Recommended inclusions

Following a review of the data collected, and consistent with the decision of Council and existing rehabilitation plan, it is proposed that the following items be included within the Masterplan:

- passive use areas
- dog on/off leash areas
- a small amount of car parking
- areas for indigenous flora with identified biodiversity corridors.

These additions have been supported throughout the community consultation process and would fit within the EPA guidelines for appropriate development outcomes for the site. Other viable contributions that have also been noted as potential inclusions include enhancement of the existing bronzewing habitat, interactive garden beds, and areas for paths, seats, benches and community gathering.

It is recommended that the following aspects are not included in the Masterplan as there are a number of associated constraints and limited community support. These are a mother stock area for the nursery, floral clock and retention of the existing golf driving range building (which will be demolished, noting review of structural elements and potential retainment of the existing slab).

During the community engagement phase, it was clear that there was interest in active recreation site uses. This included strong support for mountain biking, pickleball and other formal sports. Council has previously resolved that this site be used for passive open space purposes as there are limitations as to what can be constructed over the landfill cap. These contributions were not in alignment with the submitted rehabilitation plan (requirements which guide safe site use) and would also negatively impact the residential amenity of the area. As such, all or part of the site is not suitable for structured, active open space opportunities, such as pickleball and organised sports.

Similarly, the site was not deemed feasible for a formal BMX and/or pump track due to the topography, location and site constraints (including impacts and risks to drainage, erosion, the proposed landfill cap). Additionally, it was noted the close proximity of the Tulip Street facilities and other operational tracks across Melbourne.

The site at Wangara Road is lacking both the space and elevations to create a suitable MTB track. While the banks of Wangara Road are steep, they are narrow, liner and lined with mature trees. The permitter loop is less than 800m in length. As such, it is not a feasible proposition for this site. Similarly, Council has previously resolved that this site be used for passive open space purposes and there are limitations as to what can be constructed over the landfill cap. As such, it is not proposed to set aside all or part of the site for structured, active open space such as for pickleball.

Given the strong feedback for active recreation, officers are reviewing where mountain biking and organised sports sits within the broader Recreation Strategy which is presently in development.

Next steps

The feedback received in relation to passive open space outcomes will inform the draft Masterplan for the site. Once prepared, the draft Masterplan will be shared with the community for feedback via Council's Have Your Say web page.

Council has committed to undertaking a traffic management assessment to determine whether any further actions or measures are required following the opening of the new Bayside Community Sports Centre at Sandringham Secondary College. The findings from the post-occupancy traffic surveys will be used to inform the final Masterplan, which will be considered at the July 2024 Council Meeting.

Recommendation

That Council:

1. notes the feedback received
2. reinforces its position that the site be used for passive open space purposes
3. receives a report at the July 2024 Council Meeting with engagement feedback and the final Wangara Road Masterplan.

Support Attachments

1. Attachment 1 - Wangara Road Community Engagement Report April 2024 ↓

Considerations and implications of recommendation

Social

There are community aspirations for the Wangara Road site which represents an opportunity to provide additional amenity to the community. Future use of the site will be managed through the community engagement and masterplanning process, the outcomes of the Rehabilitation Plan and results of compliance/monitoring.

Natural Environment

The Wangara Road site is an open space asset and adjacent to natural areas such as George Street Reserve, Pobblebonk Park, and Merindah Park.

Delivering the proposed Masterplan will create positive environmental benefits. Remediating existing conditions to create a safer land state prior to any development or detailed design reduces risk to future biodiversity and surrounding areas. Enhancing the natural area provides additional habitat and biodiversity links to surrounding open space areas.

Council is continuing to monitor the conditions of the site in accordance with Environmental Action Notices issued for the site.

Climate Emergency

Rehabilitation and revegetation of the site aligns with Theme 5 of the Climate Emergency Action Plan to '*protect and enhance our natural environment*'.

Environmental Action Notices (EANs) have been issued on this site and therefore an obligation to fulfil monitoring and compliance of site contaminants. BlueSphere Environmental has been engaged to undertake this work for the next financial year to address remediation to address contaminants identified. This process will also remain for EPA rehabilitation requirements.

By revegetating and remediating the site, it will allow soil, water, flora and fauna to re-establish and function appropriately on the site. This provides opportunities for ecosystems to adapt and thrive, which positively contribute to broader Council initiatives such as urban cooling and emissions reduction.

Built Environment

There are known constraints at the site and the development and delivery of the Rehabilitation Plan will assist in understanding any implications for the potential location of infrastructure at this site. This will significantly constraint Council's ability to place buildings and infrastructure at the site.

Customer Service and Community Engagement

Stage one of consultation includes gathering high-level ideas and aspirations from the community. Suggestions stipulated in the previous Council resolution from 22 November 2022 were also included in this first stage for community discussion. The 'Have Your Say' (HYS) landing page was launched on 29 November 2023 and closed on 28 February 2024.

In person engagement was conducted at 'Sandy Fest' on 2 December 2023 and the 'Sandringham Twilight Markets' on 3 February 2024. Both events allowed staff to talk directly to stakeholders and discuss the project in more detail. Feedback collected at these face-to-face events mirrored that which has been received on the HYS webpage.

Analysis of community feedback was varied with a large volume of data collected consistent with the direction provided by Council in November 2022, and a number of suggestions contradictory to the resolution and the Rehabilitation Plan. Both online and direct

correspondence data reflected strong community interest in both passive and active recreation.

Contributions received via online, discussions, meetings and direct submissions to officers reflected key themes such as: dog on/off leash areas, active recreation and exercise areas, vegetation and habitat, and community gathering spaces.

Stage 2 engagement is planned for April/May 2024.

Equity Impact

The implications of this report have been assessed and are compliant with the requirements of the Gender Equality Act 2020.

In development of this plan, the requirement for Equity Impact pre-assessment has been completed. The pre-assessment concluded that this plan:

b) does meet the requirement for a comprehensive Equity Impact Assessment (EIA).

The EIA is currently in progress.

Human Rights

The implications of the report have been assessed and are not considered likely to breach or infringe upon, the human rights contained in the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

Governance

Officers involved in the preparation of this report have no conflict of interest.

Legal

There is a legal obligation to meet all Environment Protection Authority (EPA) requirements and fulfil the Environmental Action Notices (EANs) that have been issued on this site. There are key milestones associated with these EANs which Council are required to meet and can be audited against.

Finance

To date Council has spent approximately \$150,000 on monitoring, compliance and developing the Rehabilitation Plan.

There is sufficient budget within the current financial year to deliver the Masterplan.

Monies have been allocated in the draft capital program for remediation works and Masterplan implementation.

Links to Council policy and strategy

Council Plan 2021–25:

The issues discussed in this paper are consistent with the objectives of the Council Plan 2021–25:

Goal 1 Our Planet:

“As custodians, we will lead, act and advocate on the critical issues of environmental sustainability and Climate Emergency, and on our shared responsibility to care for and protect Earth’s vitality, diversity, beauty and the community of life.”

Goal 3 Our Place

“Our open space and foreshore, our facilities and the built environment are highly valued, shared and enhanced to ensure their sustainability, use, liveability, character, and amenity for current and future generations.”



Future use of 20 Wangara Road Community Engagement Summary Report

April 2024



Contents

Overview3
Next steps.....4
1 Background.....4
2 Definitions and scope.....5
2.1 Glossary.....5
2.2 Related Council documents and consultations6
3 Consultation process.....6
3.1 Consultation purpose6
3.2 Consultation methodology.....6
4 Participant profile8
5 Consultation findings.....9
5.1 Support for actions.....9
5.2 Community ideas submitted and supported9
5.3 Feedback from drop-in sessions11
5.4 Feedback from advisory committees.....11
5.5 Out of scope feedback12
6 Project evaluation.....12

Overview

This report provides a summary of community feedback on the Future use of 20 Wangara Road. The Wangara Road site was previously used as a quarry and municipal landfill, which contaminated the site. Council endorsed the future use of the land at Wangara Road as an "Interactive passive open space with an environmental focus" at its [November 2022 meeting](#).

To inform the site's draft Masterplan, we undertook a three-month community engagement program to share information about the site's development limitations and to better understand how our community would like to use and experience the site. Community members were encouraged to share their ideas and aspirations via an online ideas board and at pop-up engagement sessions.

Project information outlined the master planning process for the site's six-hectares – acknowledged the development constraints, and adherence to the Environmental Action Notices (EANs) relevant to the former landfill site.

More than 3,800 community members visited the project webpage, and 397 contributed.

Feedback gathered through the consultation included:

- 560 contributions (including all posts, comments, and up/down votes) to an ideas board
- 317 suggestions posted on the ideas board
- 243 comments across all community and Council ideas posts
- 75 contributions at drop-in events
- 30 direct submissions to Council officers
- 16 phone calls
- 2 meetings.

Findings overview

There was a very strong community sentiment to use the land for both passive and active recreation. The top five ideas supported via the online ideas board were:

- bike park and tracks (mountain bike, BMX and pump track) (264)
- rehabilitation of native vegetation (216)
- pickleball courts (175)
- enclosed off-leash dog area (143)
- running and walking tracks (124).

Support for Council's ideas was mixed:

- Mother stock area for the Bayside Community Nursery
8 up votes, 1 down vote, 5 comments: one in support, one neutral and 3 opposed.
- Interactive garden beds
1 up vote, 1 down vote, 3 comments: one in full support, 2 in support if incorporated with other features.
- Protection and enhancement for native wildlife including Bronzewing habitat
19 up votes, one down vote, 2 comments: one in support, one opposed.
- A large Floral Clock (consisting of predominantly indigenous plants)
One up vote, 5 down votes, 3 comments: all opposed.

Council Officers received 30 direct emails, 16 phone calls and attended 2 meetings. feedback from residents, community groups and organisations included;

- Friends of Native Wildlife Inc.
- Friends of Bay Road Heathland Sanctuary
- Bayside Dog Alliance
- Pickleball Victoria representative
- Volleyball Victoria
- Australian Rules Football Representatives- Victorian Amateur Football Association (VAFA), Southern Metro Junior Football League (SMJFL) and southern Metro Junior Leagues (SMJL)
- Various bayside volunteers, local residents, and community members

Face to face sessions, phone discussions, meetings and detailed direct submissions were in alignment with overall online feedback. Received contributions supporting and advocating for ideas in the following themes:

- Vegetation and habitat areas
- Dog on/off leash areas
- Mountain biking/pump track
- Active recreation e.g. football, volleyball, pickleball etc
- Exercise areas e.g. walking, running, shared equipment
- Community gathering spaces e.g. nature play, education space, art etc.
- Interactive garden beds

There has also been an expression of interest for a volunteer group to establish at Wangara Road once the rehabilitation plan has been implemented and the masterplan is underway.

Next steps

Community feedback will inform the draft 20 Wangara Road masterplan. Following Council's consideration of the draft Masterplan, a further phase of community engagement is planned. The masterplan is expected to be considered for adoption by Council in July 2024.

1 Background

This document provides a summary of stakeholder and community feedback from the first phase of community engagement on the future use of 20 Wangara Road.

The Wangara Road site has been intended as the location of the Bayside Netball Centre courts. Detailed site investigations found that the site's former use as a landfill would result in challenging construction requirements and significant cost escalation. The subsequent construction of new netball and sporting facilities at Sandringham College (300m away) freed up the Wangara Road site for a masterplanning process to determine its future use.

Council engaged an EPA approved auditor who conducted a 12-month site audit (as approved by the EPA) to identify possible issues including gas migration and storm water impacts. The audit resulted in the EPA issuing Bayside City Council with two Environmental Action Notices (EANs) (EAN-00001437 & EAN-00001441). Based on this, Council has several legal obligations to fulfil at the 20 Wangara Road site, and its future use may be likely to be limited to passive open space for informal recreation.

In September 2022, Council received an Environmental Impact Study through the Environmental Protection Authority (EPA) Victoria as part of the site audit that recommended an approach to manage the soil contamination. The report included four years of monitoring, and soil capping to remediate the site. Potential pathways and native habitat can be considered for the site, but further recommendations need to come via the technical report. The project will be delivered as part of the staged master planning process.

At its [November 2022 meeting](#), Council endorsed the future use of the site as an “Interactive Passive Open Space with an Environmental Focus” for the purpose of developing a Rehabilitation Plan and the development of the Wangara Road Masterplan.

It was noted the Masterplan should include for consideration, but not limited to, best practice available for the management of the former landfill site; a mother stock area for the Bayside Community Nursery; interactive garden beds; protection and enhancement for native wildlife including Bronzewing habitat; and a large floral clock consisting of predominantly indigenous plants. An area within the site may also be allocated to manage overflow car parking from the Bayside Community Sports Centre at Sandringham College’s Holloway Road campus, however this project will not be within the scope of the masterplan.

In June 2023, Council submitted the site’s Rehabilitation Plan to the EPA for endorsement.

Between 29 November 2023 – 28 February 2024, Council invited the community to share their aspirations for the site and gathered ideas for how they would like to use the space. Community feedback will be used to inform the development of a draft Masterplan.

2 Definitions and scope

Within this document, reference is made to stakeholders. These stakeholders are:

- Aboriginal and Torres Strait Islander people (ATSI)
- Local residents
- Local businesses
- Environmental and Friends’ of Groups:
 - Friends of Native Wildlife
 - Friends of George Street Reserve
 - Friends of Merindah Park
 - Friends of Bay Road Heathland Sanctuary
- Sandringham Driving Range (former)/ Sandy Mini Golf
- Bayside District Netball Association (BDNA)
- Sandringham College
- Bayside Dog Alliance
- Bayside advisory and representative committees:
 - Disability Access and Inclusion Advisory Committee
 - Reconciliation Advisory Group
 - Bayside Healthy Aging Reference Group

2.1 Glossary

Item	Definition
BDA	Bayside Dog Alliance
DAIAC	Disability Access and Inclusion Advisory Group

EPA	Environmental Protection Authority
HYS	Have Your Say
RAP	Reconciliation Action Plan
Stakeholders	See above for stakeholder list.

2.2 Related Council documents and consultations

- [Community Vision Bayside 2050](#)
- [Council Plan \(2021-2025\)](#)
- [Annual Action Plan \(2023-2024\)](#)
- [Biodiversity Action Plan 2018-27](#)
- [Bayside Open Space Strategy](#)

3 Consultation process

3.1 Consultation purpose

The consultation was designed to provide stakeholders and the broader community with the opportunity to share ideas for the draft constraints-based masterplan for 20 Wangara Road.

Information about site constraints and management of contaminated land was shared through the project’s Have Your Say page and face-to-face engagement events. This information provided a guide for participants about the likely and unlikely features that could be implemented at the site and included in the masterplan.

3.2 Consultation methodology

The tools and techniques selected for this project were informed by the project content, stakeholders, and type of feedback sought.

Community engagement was conducted over three months between 29 November 2023 and 28 February 2024 to maximise participation over the summer period.

More than 3,800 community members visited the project webpage, and 397 contributed.

Feedback gathered through the consultation included:

- 560 contributions (including all posts, comments, and up/down votes) to an ideas board
- 317 suggestions posted on the ideas board
- 243 comments across all community and Council ideas posts
- 75 contributions at pop-up events
- 30 direct submissions
- 16 phone calls
- 2 meetings.

The communications program is estimated to have reached more than 20,000 residents, while targeting local residents.

The consultation materials were available in accessible formats on request.

Table 1: Engagement methods

Details	Engagement activity
29 Nov 23 – 29 Feb 24	Have Your Say project page
4,878 Visits	<ul style="list-style-type: none"> Online digital ideas board (using the Gatherer tool) with the capacity for contributors to up and down vote ideas and comment.
5,843 Views	
3,752 Visitors	<ul style="list-style-type: none"> Book a meeting with a Council officer
577 Contributions	<ul style="list-style-type: none"> Contact a Council officer via direct email
396 Contributors	<ul style="list-style-type: none"> Public online Q&A forum
	Drop-in sessions
Saturday 2 Dec	<ul style="list-style-type: none"> Sandy Festival <p>35 people spoken to with 30 contributions</p>
	<ul style="list-style-type: none"> Sandringham Twilight Market
Saturday, 3 Feb	52 people spoken to with 45 contributions
	Committee meetings
Wednesday, 13 Dec	<ul style="list-style-type: none"> RAP (Reconciliation Action Plan) Committee meeting <p>12 people in attendance (online and council officers included)</p> <p>The RAP committee were given an introduction and overview of the site and masterplanning approach. No direct feedback was received within this meeting or following this presentation.</p> <p>However, in this meeting <i>'it was proposed the Advisory Group participates in a standalone workshop in early 2024 with the project consultant and Council officers to explore opportunities to imbed recognition of First Nations people throughout the site'</i>.</p> <p>This will be explored further in the second phase of engagement.</p> <ul style="list-style-type: none"> DAIAC (Disability Access and Inclusion Advisory Group) <p>DAIAC and the committee's council representative provided direction to include disability, access and inclusion within initial planning for the site. DAIAC will have the opportunity to provide specific feedback on accessibility considerations within a draft proposed masterplan during the second phase of engagement.</p>
29 Nov 23 – 29 Feb 24	Direct correspondence
	<ul style="list-style-type: none"> 75 people at pop-up events 30 direct emails 16 phone calls 2 meetings.

Table 2: Communication methods

Details	Engagement activity
29 Nov 23 – 29 Feb 24	Council channels

- Banksia Bulletin, summer edition: 594 emails delivered, 345 (58.08%) opened, 124 (20.88%) click-throughs to the HYS feedback page
- Healthy Aging bi-monthly newsletter, November edition: 680 recipients
- Youth Monthly Newsletter, December edition: 1,300 recipients
- Council website: news story (29 November)
- This Week in Bayside (Council weekly e-news) feature article (30 November)
- This Week in Bayside (Council weekly e-news), featured in projects open for feedback (9 publications), 11,000+ subscribers
- Council social media channels (29 November, 16 January, 1 February)
- In the Loop (Council weekly staff e-news) feature article (29 November)

29 November 2023

Direct email

- HYS Wangara Road project subscribers and relevant topic/location subscribers: 3,705 (open rate 59.5%, 2,204 opens, 5.2% (194) click-throughs to HYS page)
- Bayside Dog Alliance (BDA)
- Bayside District Netball Association (BDNA)
- Sandringham College
- Friends of Native Wildlife
- Friends of George Street Reserve
- Friends of Merindah Park
- Friends of Bay Road Heathland Sanctuary
- DAIAC

29 November 2023

Postcards

- Approximately 2,700 postcards delivered to surrounding residents and businesses (within 500m of the site)

29 Nov 23 – 29 Feb 24

Signage

Displayed onsite in 4 locations with project information, HYS URL and QR link to HYS page

4 Participant profile

More than 680 community members participated in this first phase of community engagement from online, via phone call and in person.

A total of 397 community members contributed suggestions and/or voted or commented on other contributor’s suggestions on the digital ideas board.

At pop-up events, 75 community members contributed with 87 people visiting the stand and asking questions about the site. Correspondence was also received from 30 individuals/organisations.

Demographic information was not requested as this not considered relevant to this phase of consultation, which was designed to gather high-level ideas. However, communications were highly targeted towards residents of the surrounding area, as well as community groups to encourage key stakeholder participation in the engagement program.

5 Consultation findings

5.1 Support for actions

The key findings from the consultation were the strong community sentiment for 20 Wangara Road be used for recreational activities with 7 of the top 10 broad themes in support of active recreation.

However, there is also a desire for passive open space, as endorsed by Council at its [November 2022 meeting](#), with “Native vegetation/ rehabilitation” placing second, and “Picnic / BBQ areas / Benches” placing eighth in the most popular key themes. These more passive suggestions were typically in conjunction with recreational activities, with a majority of contributions supporting multiple key themes.

The consultation demonstrated an overwhelming desire for a mountain bike/ BMX/ pump track facility (the most supported idea). The sentiment was the sport is a new, up and coming activity that veers away from the more traditional community sports where existing infrastructure already exists in Bayside (sports ovals ranked sixth). A considerable number of bike track suggestions were combined with running and walking tracks (ranked fifth most popular), and skate parks (ranked eleventh), indicating the community have a vision and desire for these elements to co-exist.

The consultation also measured a strong desire for an off-leash dog area to be included in the masterplan, placing as the fourth most popular key theme.

Car parking did rank as the seventh most popular key theme, however an area on the site map displayed on the HYS project page and at face-to-face events, was marked as “proposed future car park site” for a potential overflow car park for the Bayside Community Sports Centre at Sandringham College, Holloway Road campus. The engagement plan overview noted “this is considered a separate project and is outside of the scope of the Wangara Road Masterplan”.

In [November 2022](#), it was resolved that the masterplan should consider incorporating 4 Council ideas. Support for these ideas was mixed:

- A mother stock area for the Bayside Community Nursery
 - 8 up votes, 1 down vote, 5 comments: one in support, one neutral and 3 opposed.
- Interactive garden beds
 - One up vote, one down vote, 3 comments: one in full support, 2 in support if incorporated with other features.
- Protection and enhancement for native wildlife including Bronzewing habitat
 - 19 up votes, one down vote, 2 comments: one in support, one opposed.
- A large Floral Clock (consisting of predominantly indigenous plants)
 - One up vote, 5 down votes, 3 comments: all opposed.

5.2 Community ideas submitted and supported online

This section summarises the broad community feedback themes. Individual quotes have not been included within this document. Individual comments and suggestions can be viewed on the project's Have Your Say page: yoursay.bayside.vic.gov.au/future-use-wangara-road-site.

There were 37 themed community suggestions, within 6 broad categories of: recreation, environment, supporting infrastructure, sustainability, arts and culture, and other.

Comments were attributed for each individual idea contained within a suggestion. Overall support considers unique posts and likes on those posts.

Rank	Category	Suggestions	# Posts/ Suggesti ons	Likes/ up votes	Down votes	Comme nts	Total support: posts + likes on those posts
1	Recreation	Mountain bike/ BMX/ pump track	36	228	9	83	264
2	Environment	Native vegetation / rehabilitation	63	153	27	62	216
3	Recreation	* Pickleball courts	145	30	8	5	175
4	Recreation	Dog off-leash (enclosed)	31	112	16	30	143
5	Recreation	Running / walking track	34	90	14	32	124
6	Recreation	Sports oval(s)	19	61	10	34	80
7	Supporting infrastructure	Car parking (additional)	14	64	17	19	78
8	Supporting infrastructure	Picnic / BBQ areas / Benches	24	54	4	20	78
9	Recreation	Golf driving range	12	62	10	5	74
10	Recreation	Playgrounds / gym fitness circuit	20	51	7	17	71
11	Recreation	Skate park	12	41	4	18	53
12	Environment	Native wildlife habitat / refuge	27	24	3	14	51
13	Arts & culture	Sculpture park	7	21	2	5	28
14	Recreation	Tennis courts	10	18	4	8	28
15	Sustainability	Community garden	13	15	5	8	28
16	Supporting infrastructure	Coffee shop/kiosk/food trucks	10	14	5	12	24
17	Recreation	Natural playground	5	15	5	11	20
18	Recreation	Basketball courts	6	13	4	4	19
19	Recreation	50m pool	6	12	1	4	18
20	Recreation	Netball courts	6	10	0	4	16
21	Environment	Wetlands	7	6	0	6	13
22	Sustainability	Community battery farm	2	10	4	5	12
23	Arts & culture	Open air theatre	2	10	0	1	12
24	Arts & culture	Outdoor performance/ events	6	6	1	3	12

25	Arts & culture	Drive-in theatre	1	8	2	2	9
26	Arts & culture	Markets	2	6	0	1	8
27	Sustainability	Waste recycling facility	2	5	3	2	7
28	Recreation	Pétanque	2	4	0	3	6
29	Recreation	Disk golf	3	2	0	2	5
30	Recreation	Volleyball	4	0	0	0	4
31	Other	Expand cemetery	2	1	1	2	3
32	Recreation	Splash park	2	0	0	1	2
33	Supporting infrastructure	Community hall	1	0	0	0	1
34	Recreation	Children's farm	1	0	1	0	1
35	Recreation	Outdoor rock climbing wall	1	0	0	2	1
36	Recreation	Model aeroplane flying park	1	0	0	1	1
37	Other	Astronomy activities	1	0	0	0	1
38	Other	General comment	10	N/A	N/A	N/A	

*From 26 February, 140 exact and near identical ideas were submitted in support for pickleball courts, indicating a targeted campaign from an interested business owner/organisation.

In response, registration was switched on to ensure unique submissions. Data from IP addresses indicates few duplicate submissions.

During the previous 12 weeks of consultation, pickleball was suggested 5 times and up voted 26 times, and down voted 8 times.

5.3 Feedback from drop-in sessions

The presence at two local events did not garner a lot of community feedback, however it must be noted the outdoor Sandy Festival was in inclement stormy weather, and the Sandringham Twilight Market was hosted in over 35-degree weather.

Sandy Festival received 30 written contributions that mirrored online feedback with key themes including; secured leash free dog area, running track, community gathering space, vegetation and habitat areas.

Sandringham Twilight Market received 45 written contributions that mirrored online feedback with key themes including; dog on/off leash areas, mountain biking, pickleball, vegetation and habitat opportunities, exercise areas, and community gathering spaces.

5.4 Feedback from advisory committees

- Reconciliation Action Plan (RAP) Committee

The RAP committee were given an introduction and overview of the site and masterplanning approach. No direct feedback was received within this meeting or following this presentation.

However, in this meeting *'it was proposed the Advisory Group participates in a standalone workshop in early 2024 with the project consultant and Council officers to explore opportunities to imbed recognition of First Nations people throughout the site'*.

This will be explored further in the second phase of engagement.

5.5 Feedback from correspondence

Council Officers received 30 direct emails, 16 phone calls and attended 2 meetings. feedback from residents, community groups and organisations included;

- Friends of Native Wildlife Inc.
- Friends of Bay Road Heathland Sanctuary
- Bayside Dog Alliance
- Pickleball Victoria representative
- Volleyball Victoria
- Australian Rules Football Representatives- Victorian Amateur Football Association (VAFA), Southern Metro Junior Football League (SMJFL) and southern Metro Junior Leagues (SMJL)
- Various bayside volunteers, local residents and community members

Discussions, meetings and direct submissions were in alignment with overall online feedback with key themes including; dog on/off leash areas, mountain biking, active recreation and exercise areas, vegetation and habitat, and community gathering spaces.

There has also been an expression of interest for a volunteer group to establish at Wangara Road once the rehabilitation plan has been implemented and the masterplan is underway.

5.6 Out of scope feedback

Approximately ten comments were received relating to other Council infrastructure and services outside of the scope of this project. These comments have been shared with the relevant departments across Council.

6 Project evaluation

The three-month engagement period and various engagement methods which underpinned this consultation program enabled community members that were interested in the project to provide feedback to help inform the draft masterplan for 20 Wangara Road.

The consultation was widely promoted to the Bayside community with signage throughout the area, postcards delivered to letterboxes surrounding 20 Wangara Road, and emails directly sent via newsletters, bulletins, weekly e-news, subscriber updates and relevant community groups.

Campaign social media posts and an e-news story also promoted the campaign and the opportunity to provide feedback.

The presence at two local events did not garner a lot of community feedback, however it must be noted the outdoor Sandy Festival was in inclement stormy weather, and the Sandringham Twilight Market was hosted in over 35-degree weather.

The 3-month community consultation achieved 561 contributions, 397 unique contributors, and 3,508 page views. The feedback gathered represents a broad viewpoint and overwhelming support for the area to be used for recreational activities combined with the planting of native vegetation.

Performance summary charts

Chart 1: Overview of visitation and contributions during engagement period

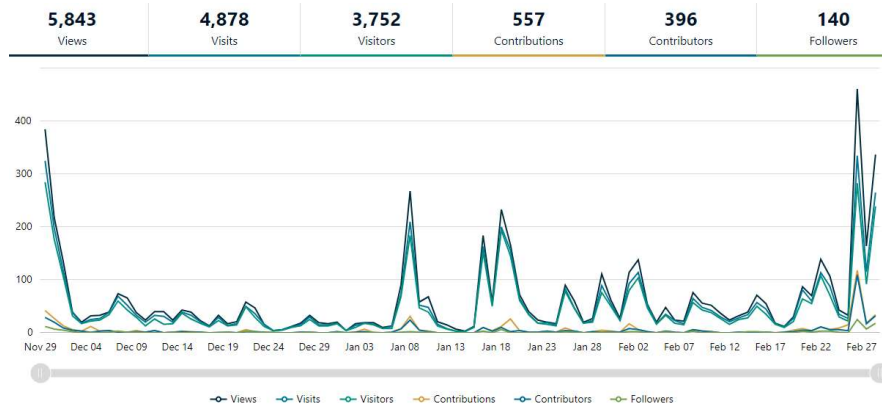


Chart 2: Conversions from visitation to engagement with the Have Your Say page

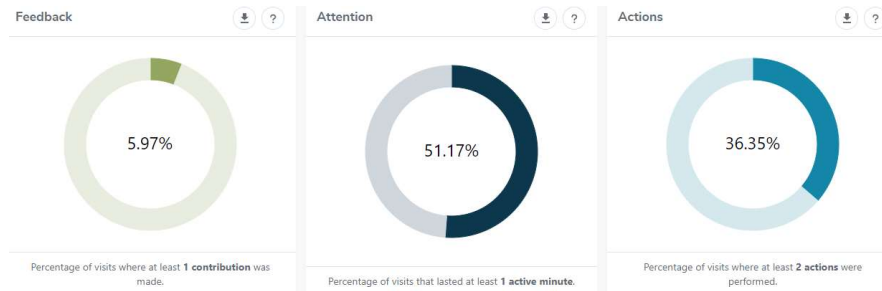
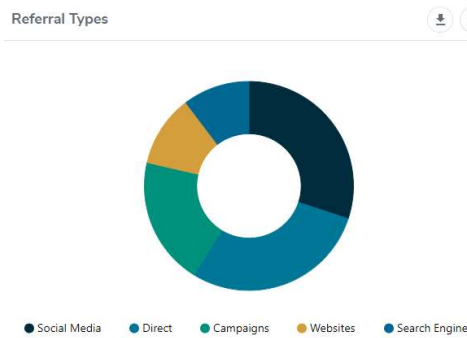


Chart 3: Acquisitions (how visitors found the Have Your Say page)



10.6 DRAFT GRAFFITI MANAGEMENT POLICY 2024-28

Environment, Recreation and Infrastructure - City Assets and Presentation
File No: PSF/24/80 – Doc No: DOC/24/86742

Executive summary

Purpose and background

This report outlines the review of the current Graffiti Management Plan (the Plan) and proposes that it is replaced with the draft Graffiti Management Policy. The Plan's effectiveness, limitations, and areas for improvement were identified as part of the review.

It is intended that Council change the Plan into a Policy as the definition of a Policy fits the document more appropriately and it is proposed to be used by Council officers and various stakeholders as a guide for addressing graffiti within the municipality.

Current Plan

The Graffiti Management Plan was developed in 2019 and designed to outline Council's activities in graffiti management for one year, with the intention of developing a multi-year plan by December 2019 (which did not occur).

The Plan's focus areas include advocacy and engagement, removal, diversion, enforcement, and evaluation. It also emphasises the importance of coordinated efforts between Council, community members and various stakeholders to effectively address graffiti issues. The Plan acknowledges the complex stakeholder environment and the necessity of a strategic approach to graffiti management.

The Plan highlights the low priority of graffiti management for Bayside residents, as identified in community research and underscores the need for increased awareness and understanding among the community regarding graffiti management. Additionally, it recognises the diverse responsibilities across different stakeholders and the impact of budget constraints on the proposed actions.

Key issues

There are a number of issues identified that impact graffiti management within the municipality:

- Effective management can require the coordination of a wide range of stakeholders. For example, youth diversion programs could involve Community Services, the Department of Justice and Regulation, Victoria Police, the Department of Education and Training and individual schools.
- Effective management is critical for successful graffiti eradication. There are however many organisations accountable for graffiti removal across different assets. These organisations have different regulatory frameworks and performance obligations, making an integrated approach nearly impossible.
- Graffiti management is just one of the many service areas provided by Council and while there are residents that are passionate about a stronger program, it is a relatively low priority for most residents.

These challenges have been addressed in the draft Policy (Attachment 1), along with the following additional points:

- Clarity and Conciseness: The revised Policy is clearer, less wordy, and more direct.

- Reflecting on Learnings: The review incorporates insights and learnings accumulated since the plan's previous development, ensuring that the revised Policy reflects updated knowledge and experiences.
- Accessibility: The Policy has been made more accessible to the community, ensuring that it is approachable and user-friendly.
- Compliance and Alignment: The review ensures that the Policy aligns with current legislative and regulatory requirements, as well as any updated council policies and strategies.

Community engagement

It is intended that the draft Policy be subject to a period of 4 weeks community engagement from 24 April 2024 to 19 May 2024.

The approach for community engagement is to consult the following stakeholders for a period of 4 weeks:

- General Bayside Community: via Have Your Say.
- Graffiti Busters: Face to face consultation.
- Traders associations: via email, Have Your Say, and potential face to face consultations.
- Neighbourhood Watch: via email, Have Your Say, and potential face to face consultations.
- Schools: Consultation via Council's Youth team.
- Disability Access and Inclusion Advisory Committee: face to face consultation and Have Your Say.
- Police: via email and Have Your Say.
- Utility companies: via email and Have Your Say.
- Citywide: via email and face to face consultation.

Stakeholders will be given the opportunity to discuss and comment on:

- awareness of roles and responsibilities of graffiti removal
- reporting of graffiti and promote ways of doing so
- enhancing personal commitment to addressing graffiti issues
- general graffiti concerns and Council's role in addressing them.

Recommendation

That Council:

1. endorses the draft Graffiti Management Policy 2024–28 for the purpose of community consultation for the period 24 April 2024 to 19 May 2024
2. receives a further report at the 18 June 2024 Council meeting detailing the outcomes of the community consultation and presenting the final Graffiti Management Policy 2024–28 for adoption.

Support Attachments

1. draft Graffiti Management Policy 2024-28 ↓

Social

Research shows that the proportion of individuals who engage in graffiti drawing in public places peak in mid-adolescence (at the ages of 15 to 16 years) before declining. Unlike most other forms of antisocial behaviour, graffiti drawing is more common among adolescents who do not continue to engage in offending behaviour beyond their mid-teens (Smart et al 2004).

As graffiti can impact on the communities' sense of safety there are many groups and organisations that willingly take on volunteer or elective roles that directly contribute to and improve the sense of safety and security across the community. Groups and organisations such as sporting clubs, youth groups, schools, charity and service groups, Neighbourhood Watch and Trader Associations play an important role in maintaining connections, building resilience and creating an awareness of crime prevention activities.

Natural Environment

There are no Natural Environment considerations or implications.

Climate Emergency

There are no Climate Emergency considerations or implications.

Built Environment

The Graffiti Management Policy identifies opportunities to educate and apply processes to ensure that mural projects and other alternatives will align with the neighbourhood character of business districts.

Customer Service and Community Engagement

A period of 4 weeks community engagement is planned as part of this review. There may be an increase in graffiti removal requests as a result of consultation.

There is a possibility of submissions being negative towards Council's decision to continue not removing graffiti from private property.

Equity Impact

The implications of this report have been assessed and are compliant with the requirements of the *Gender Equality Act 2020*.

In development of this Policy review, the requirement for Equity Impact pre-assessment has been completed. The pre-assessment concluded that this Policy: b) does meet the requirement for a comprehensive Equity Impact Assessment (EIA).

The EIA is currently in progress.

Human Rights

The implications of the report have been assessed and are not considered likely to breach or infringe upon, the human rights contained in the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

Governance

Officers involved in the preparation of this report have no conflict of interest.

Legal

The *Graffiti Prevention Act 2007* is a key aspect of the State Government's graffiti management approach. This Act is a key piece of legislation that graffiti related local government local laws and policies must be consistent with.

Council's Neighbourhood Amenity Local Law 2021 delivers its regulatory function with regard to graffiti management under s.13 'Graffiti' which includes:

1. *Each owner and occupier of private property must not allow any graffiti to remain on any building, wall, fence, post or other structure forming part of the private property.*
2. *An occupier of Council Land must not allow any graffiti to remain on any building, wall, fence, post or other structure forming part of the Council Land.*
3. *No offence will be committed under sub-clause (1) or sub-clause (2) unless a notice to comply has been issued and the owner or occupier (as the case may be) has failed to comply with the notice to comply.*

Finance

There are no Financial considerations or implications associated with this report.

Links to Council policy and strategy

Graffiti Management Policy.



Graffiti Management Policy 2024-28 (DRAFT)

Bayside City Council proudly acknowledges the Bunurong People of the Kulin Nation as the Traditional Owners and Custodians of this land, and we pay our respects to their Elders past, present and emerging.

Table of Contents

1. Introduction	2
2. Definitions.....	4
3. Responsibilities.....	5
4. Graffiti Management.....	7
4.1 Mitigation	7
4.2 Removal	8
4.3 Enforcement	9
4.4 Working Together	10
5. Compliance Considerations.....	12

1. Introduction

Bayside City Council is committed to providing safe, clean and welcoming public spaces. Our approach towards graffiti management is to remove illegal graffiti

2



proactively and promptly. We work with the community to ensure our public spaces can be enjoyed by all who live, work and visit our city.

The aim of the Graffiti Management Policy 2024-28 is to deliver best practice graffiti management across Bayside City Council’s municipality, taking into consideration Bayside’s unique beach side environment and rich history with a public art and placemaking culture. The Graffiti Management Policy 2024-28 replaces the Graffiti Management Plan 2019.



Contractor removing graffiti



2. Definitions

Graffiti is the writing or application of any inscription, figure or mark on a wall or other surface. Such a mark may be painted, sprayed, etched, drawn, pasted, scratched or otherwise affixed.

Graffiti can include images, writing, posters, stickers and stencils, but is often word based and can span complex or abstract letter based designs that can be categorised as a tag, throwie or bomb.

Street art is a two-dimensional, visual art form presented on surfaces in public space. It can include murals, stencil painting, paste ups or sticker art, video projection, sculpture or material surface treatments.

If graffiti or street art is placed on a wall or other surface without the permission of the owner, it is classified as illegal graffiti or street art. If graffiti or street art is placed on a wall or other surface with the permission of the owner, and complies with planning and heritage regulations, it is classified as legal graffiti or street art.

Council supports the creation and commissioning of both Graffiti and Street Art, as a way to assist in the mitigation and education of illegal graffiti.

Council will only remove illegal graffiti or street art on Council owned property or assets and where funding has been provided for privately owned assets on a case by case basis.



Artist (VEINS) installing a mural

3. Responsibilities

Council will support the following graffiti removal services in our City:

- Remove graffiti on all Council assets including walls or fences abutting parks, reserves and carparks
- Act on graffiti removal requests within 2 business days
- Act on removal of any graffiti deemed offensive and / or obscene within 2 hours
- Offer alternatives to the graffiti removal services, including graffiti removal kits

Council will not support the following:

- Remove graffiti on outside of private commercial and residential property (walls and fences abutting parks, reserves and carparks are Council's responsibility)
- The removal of graffiti from locations with limited passive surveillance, such as vacant property or property under construction
- The removal of graffiti above three metres from the ground, or where such removal risks damage to the property or the environment, or the safety of the removal contractor
- The removal of graffiti where the contractor requires access into the private property
- The removal of graffiti on fencing or walls on council owned laneways, streets and roads

The Graffiti Management Policy focuses on the following four areas:

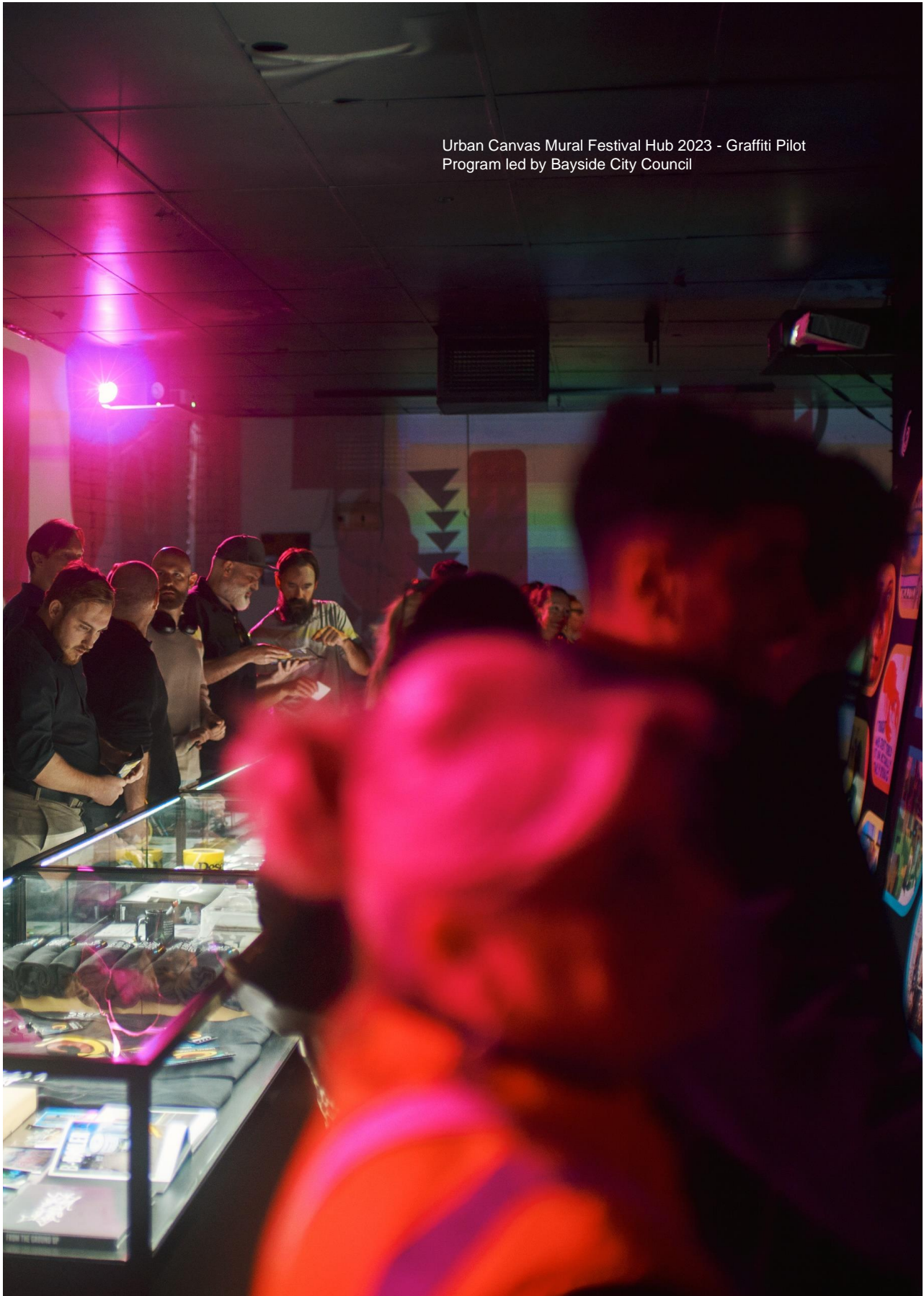
Mitigation: Increasing the focus on 'at risk' community members and implementing initiatives to minimise graffiti offending, as well as implementing alternative treatments to minimise graffiti offences;

Removal: Driving more timely and efficient removal of graffiti across the organisation. Individuals who have responsibilities for graffiti removal, take a more proactive approach to graffiti removal, coupled with increased support for private property owners and an enhanced graffiti reporting tool;

Enforcement: Improved capturing and reporting of graffiti incidence, coupled with building stronger relationships to support enforcement activities by the relevant organisations; and

Working Together: Increasing the centralised coordination of graffiti management within Council, stronger advocacy activities to ensure relevant stakeholders deliver their graffiti responsibilities, as well as increased Council communication / engagement with the local community.





4. Graffiti Management

Bayside City Council is an energetically creative place, welcoming and alive with activity. We will harness this spirit and ensure that our community benefits from improvements in liveability achieved not only through graffiti removal, but also as a result of a wide range of successful graffiti mitigation techniques.

4.1 Mitigation

- 4.1.1 The installation of street art and graffiti murals at highly hit locations such as the several projects initiated in the Working for Victoria Program and the continuation of the Urban Canvas graffiti pilot program
- 4.1.2 Greening programs to obscure walls and enhance the local environment including landscaping, vegetation, planter boxes, green walls and decorative screens
- 4.1.3 Adapting design and surface choices on infrastructure to deter tagging activity
- 4.1.4 Improvements in lighting, including the use of motion activated sensor lighting
- 4.1.5 Programs to increase community engagement with, and ownership of, a space such as a laneway or community hub or space
- 4.1.6 Community education and mentoring programs are employed to educate all demographics in our community about graffiti and street art. Opportunities are also provided to the community to participate in and engage in legal graffiti and street art. Examples include the Warner Education Graffiti Program and the 90 Degrees Youth Mural Program
- 4.1.7 Support Youth Services commitment towards embracing legal graffiti and street art by using a strength based approach to addressing illegal graffiti
- 4.1.8 Consult with Youth Services and young people who are identified by the justice system on having conducted illegal graffiti and involve them into future Graffiti Education programs
- 4.1.9 Support placemaking initiatives in activity centres by providing advice on best graffiti management practices and protocol
- 4.1.10 Proactive priority daily surveillance in municipality activity centres and graffiti hotspots



4.2 Removal

4.2.1 Council asset graffiti removal

Continue to remove graffiti on Council assets within 2 business days, or within 24 hours for offensive graffiti

4.2.2 Council asset graffiti removal – leases

Strengthen graffiti removal in Council property lease agreements (tenant responsible for graffiti removal within appropriate timeframes)

4.2.3 Public utility graffiti removal

If funding secured, the continuation of the Inner City South Municipal Mayors Forum (ISMMF) Graffiti Pilot Program involving the removal of graffiti from targeted third party assets

4.2.4 Private property graffiti removal

Continue to provide and promote graffiti removal kits

4.2.5 Department of Justice Clean up

Continue to utilise Department of Justice clean-up programs to support graffiti removal in targeted areas

4.2.6 Private property of those most vulnerable in the community graffiti removal

Continue to provide graffiti removal kits and if required, support those most vulnerable through Bayside Care and Support services

4.2.7 Private property activity centres graffiti removal

Work alongside Business and Trader associations to incorporate proactive patrols to identify graffiti and immediately initiate enforcement of private property removal

4.2.8 Graffiti reporting

Implement improved tools to support increased community and Council staff reporting of graffiti, through three reporting avenues:

- On the Council website under 'Report Problem' 'Graffiti Removal'
- Calling our Customer Service team on (03) 9599 4444



4.3 Enforcement

The management of graffiti offences is primarily the responsibility of Victoria Police and the Department of Justice and Regulation (with the exception of Council's Local Law enforcement of graffiti removal from private property, as described in Council's Neighbourhood Amenity Local Law 2021).

The Victorian Graffiti Prevention Act 2007 defines illegal graffiti as a criminal offence. The Act stipulates that 'a person must not mark graffiti on property if the graffiti is visible from a public place unless the person has first obtained the express consent of the owner, or an agent of the owner, of the property to do so'.

4.3.1 Victoria Police enforce The Graffiti Prevention Act 2007, and can serve an infringement notice on a person who the police officer has reason to believe has committed an offence.

4.3.2 Bayside City Council's Local Laws under Part 2, Division One - Section 13 in the Neighbourhood Amenity Local Law 2021 enforce the following;

(1) Each owner and occupier of private property must not allow any graffiti to remain on any building, wall, fence, post or other structure forming part of the private property.

(2) An occupier of Council Land must not allow any graffiti to remain on any building, wall, fence, post or other structure forming part of the Council Land.

(3) No offence will be committed under sub-clause (1) or sub-clause (2) unless a notice to comply has been issued and the owner or occupier (as the case may be) has failed to comply with the notice to comply.



4.4 Working Together

The Role of Council

Council has a critical role in ensuring safety, peace and order in its municipality through many functions, services and activities. We are responsible for initiating effective mitigation of and removal of graffiti on Council assets which include street signs, park signs, footpaths, street furniture, artworks, parks and gardens infrastructure as well as administrative buildings.

The Role of the Community

Everyone in the Bayside community has an important role to play in contributing to the personal and neighbourhood quality of life of the community. There are many groups and organisations that willingly take on volunteer or elective roles that directly contribute to and improve the sense of safety and security across the community. Groups and organisations such as Graffiti Busters, sporting clubs, youth groups, schools, charity and service groups, Neighbourhood Watch and Trader Associations play an important role in maintaining connections, building resilience and creating an awareness of crime prevention activities.

The removal of graffiti on private property is the responsibility of the property owner. Private property owners may be requested by Council to remove reported graffiti on their assets within a specified time frame. A key issue in enforcing clean up on private property is that property owners are also the victims of the graffiti and are then required to spend time and money to address the issue. As such Council offer alternatives to the graffiti removal services, including graffiti removal kits where appropriate.



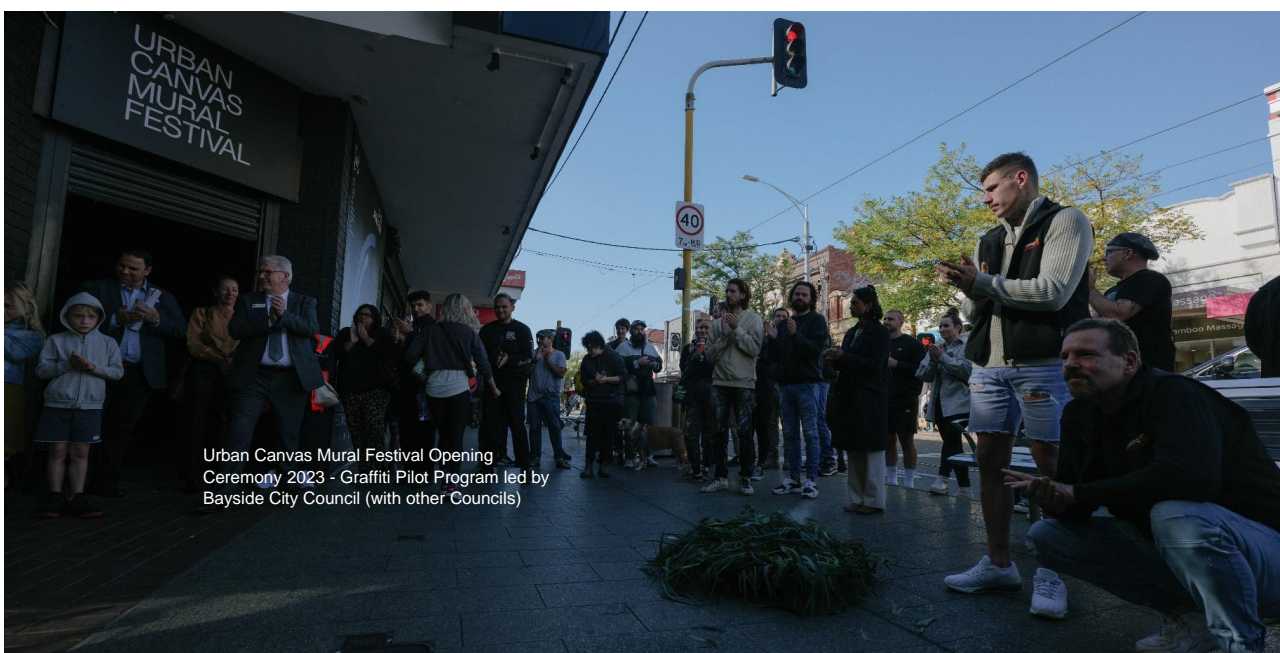
The Role of Partners

Community safety is a whole of community issue and partnerships are key to achieving outcomes in graffiti management. Other key agencies and stakeholders that work towards community safety and/or with mandated responsibilities include:

- Victoria Police is the key agency for law enforcement, however, also has a strong focus on preventative programs and on engagement with the community.
- The Department of Education plays an important role in maintaining connections to school and providing support services for young people who may be at risk.
- The Department of Justice and Regulation provides crime prevention programs, eradication programs and grants through the Community Crime Prevention Unit.

The responsibility for graffiti removal on public utilities is managed as follows:

- Australia Post for red post boxes or green delivery boxes;
- United Energy for power poles and electricity supply units;
- South East Water for pump-stations and sewer vents;
- VicRoads for grey traffic boxes, signal poles and traffic lights;
- Telstra for telephone boxes; Adshel for glass bus shelters; and
- Metro Trains for railway corridors and station precincts.



5. Compliance Considerations

Human Rights Charter

This Policy has been assessed against the principles of the *Victorian Charter of Human Rights and Responsibilities Act 2006* (the Charter) and is considered to be compatible with the Charter. In assessing the proposed changes, consideration has also been given to the *Equal Opportunity Act 2010*.

Equity Impact Statement

The implications of this policy have been assessed and are compliant with the requirements of the *Gender Equality Act 2020*.

Governance Principles

In the development of this Policy, the requirements of the Governance Principles as per the Local Government Act 2020 have been considered and are summarised below:

LGA S 9.1	Governance Principle	Consideration
a)	Compliance with the law	<p>The Policy aligns with the Graffiti Prevention Act 2007, a key piece of legislation that graffiti-related local government laws and policies must be consistent with. The Policy outlines the offences under the Act, including "marking graffiti" without the property owner's consent and possessing graffiti implements on transport company property or in trespassing situations. It also highlights the penalties associated with these offences, such as fines and imprisonment.</p> <p>The Policy also adheres to the Neighbourhood Amenity Local Law 2021 No:2, which specifies penalties for allowing graffiti to remain on private property and Council-owned assets. It ensures that graffiti is minimized on Council-owned and/or managed assets and sites, in accordance with the current Graffiti Management Policy and third-party agreements</p>
b)	Achieve best outcomes for the community	<p>Clarity and simplicity of messaging.</p> <p>Clear distinction of responsibilities of various stakeholders in the community.</p> <p>Promotion of reporting mechanisms that would help Council address graffiti effectively and efficiently</p>
c)	Promote the sustainability of the municipality	This principle is not applicable to this policy

LGA S 9.1	Governance Principle	Consideration
d)	Engage the community in strategic planning and decision making	The community will be engaged regarding matters such as it's perception of safety, how responsive Council is, and whether there are any hotspots it might be aware of.
e)	Strive for innovation and continuous improvement	This is addressed by making the previous Graffiti Management Plan clearer for the community especially in relation to Council's responsibilities and graffiti on private property.
f)	Collaborate with all other levels of government and government agencies	Graffiti management plans and policies of other Councils have been studied and taken into consideration when conducting this review.
g)	Secure the ongoing financial viability of Council	Graffiti removal is a core service that Council provides.
h)	Strategic planning and decision making must take into account plans and policies in operation at all levels.	<p>The Policy recognizes the role of partners such as Victoria Police, the Department of Education, the Department of Justice and Regulation, Vic Roads, public transport providers, and utilities companies in contributing to community safety and graffiti management.</p> <p>It advocates for greater accountability and integration of stakeholder activities to address graffiti management issues at a regional or metropolitan level, rather than through a siloed focus on the Bayside municipality, thus considering plans and policies at broader levels. Additionally, the Policy actively participates in forums such as the Inner South Metropolitan Mayors Forum (ISMMF) Graffiti Management Working Group and the Municipal Association of Victoria (MAV) Graffiti Management Working Group to efficiently implement government-funded trials and drive broader advocacy focus areas, demonstrating alignment with plans and policies at different operational levels</p>
i)	Council decisions, actions and information must be transparent.	<p>The reduction of graffiti and the increase in the number of graffiti reports as a result of this review will provide a clear basis of assessing the plan's effectiveness and progress.</p> <p>The Policy outlines the responsibilities of various stakeholders, ensuring that all relevant obligations and activities are clearly outlined to the community.</p>



Corporate Centre

76 Royal Avenue Sandringham Vic 3191
Postal Address
PO Box 21
Sandringham Vic 3191

Phone

9599 4444

Email

enquiries@bayside.vic.gov.au

Website

bayside.vic.gov.au



Bayside City Council
76 Royal Avenue
Sandringham VIC 3191
Tel (03) 9599 4444
Fax (03) 9598 4474
enquiries@bayside.vic.gov.au
www.bayside.vic.gov.au

Bayside City Council proudly acknowledges the Bunurong People of the Kulin Nation as the Traditional Owners and Custodians of this land, and we pay our respects to their Elders past, present and emerging.

10.7 NAMING OF ROADWAY FROM BEACH ROAD TO THE BEAUMARIS MOTOR YACHT SQUADRON

Corporate Services - Governance
File No: PSF/24/100 – Doc No: DOC/24/91312

Executive summary

Purpose and background

To formally name a roadway from Beach Road to the Beaumaris Motor Yacht Squadron.

A request has been received from the Beaumaris Yacht Squadron (BMYs) to name the roadway from Beach Road down to the Beaumaris Motor Yacht Squadron facilities. The BMYs have had no formal sense of address and require an address for emergency services, deliveries, and other services such as taxis, events and utilities.

Schedule 10 (5) of the *Local Government Act 1989* provides that Council may approve, assign or change the name of a road and in exercising that power must act in accordance with the Guidelines in force under the *Geographical Place Names Act 1998* and must advise the Registrar under the Act of the action taken.

Council considered this matter in April 2019 and resolved on a proposed name as 'Keepers Way' given the historical connection 'Keepers' had to the area. However, given the name 'Keepers' was used as street name within 5 kilometres the proposed name was not acceptable to the Geographical Place Names.

Following further representation by the Beaumaris Motor Yacht Squadron, a further name has been submitted for consideration. The proposed name of the roadway submitted is 'Pelican Quays'. The use of the word Quays in terms of naming convention means "a roadway leading to a landing place alongside or projecting into water". This roadway leads down to the boat ramp and jetty, where several Pelicans roost on the poles

Both the Beaumaris Motor Yacht Squadron and DELWP are supportive of the proposed name and offer no objection to the naming of this roadway to 'Pelican Quays'.

The naming of the roadway will formalise the sense of address and provide greater assistance to emergency services, visitors, deliveries and other related services.



Recommendation

That Council:

1. approves the naming of the access roadway from Beach Road through to the Beaumaris Motor Yacht Squadron as 'Pelican Quays'
2. advises the Registrar of Geographical Names of Council's resolution in this matter to progress the approvals process by the Registrar
3. advises the Beaumaris Motor Yacht Squadron of Council's decision in this matter.
4. installs appropriate street signage once advice has been received from the Registrar of Geographical Names indicating that the roadway has been formally gazetted.

Support Attachments

Nil

Considerations and implications of recommendation

Social

The proposal to name the roadway will provide a sense of address and assist those requiring access to emergency services.

Natural Environment

There are no environmental impacts associated with this report.

Built Environment

There are no built environment implications associated with this report.

Customer Service and Community Engagement

Both the Beaumaris Motor Yacht Squadron and the DELWP have been consulted on the proposed naming of roadway and are both supportive of the proposed name.

Human Rights

The implications of this report have been assessed and are not considered likely to breach or infringe upon, the human rights contained in the *Victorian Charter of Human Rights and Responsibilities Act 2016*.

Legal

It is a requirement of Schedule 10(5) of the *Local Government Act 1989* that Council must approve a proposed name and lodge it with the Registrar of Geographical Place Names.

Finance

There are no financial implications associated with this report other than street signage to be installed.

Links to Council policy and strategy

There are no policy implications associated with this report.

10.8 APPOINTMENT OF MEMBERS TO THE RECONCILIATION ACTION PLAN ADVISORY COMMITTEE

Community and Customer Experience - Family, Youth and Wellbeing
File No: PSF/24/100 – Doc No: DOC/24/93648

Executive summary

Purpose and background

The purpose of this report is to make necessary appointments to the Reconciliation Action Plan Advisory Committee. The Committee was established in 2019 following Council endorsing a formal commitment to progress reconciliation with Australia's Aboriginal and Torres Strait Islander peoples.

Following the resignation of two community-based Committee members in 2023, Council has the opportunity to fill the 2 vacant positions and may also consider the appointment of a further 4 positions so that the total number of community-based positions is expanded from 8 to 12 members to ensure that the Committee is well represented at all times.

A public recruitment process was undertaken for the recruitment of the additional community members for the Committee. Subsequently 9 applications were received.

In accordance with the Reconciliation Action Plan Advisory Committee Charter, interviews were conducted in March 2024 by the Mayor/Chair, Cr Fiona Stitfold; co-Chair, Josh Toscano; and the Director Community and Customer Experience.

Key issues

All applicants displayed varying skills, knowledge and capabilities within the reconciliation space.

Based on the applications received and interviews undertaken it is recommended that Council appoint 6 applicants to the Committee.

A summary of the 6 recommended applicants is outlined below:

Name	Identify as Aboriginal or Torres Strait Islander	Connection to Bayside	Experience and Interest in Indigenous matters	Commitment to Reconciliation
Aunty Katrina Amon	Yes	Resident	Yes	Yes
Mr Richard Bowen	No	Resident	Yes	Yes
Ms Jill Orr-Young	No	Resident	Yes	Yes
Mr Marcus Tehan	No	Resident	Yes	Yes
Mr Bertan Mackali	No	Work	Yes	Yes
Ms Laura Stewart	No	Resident	Yes	Yes

The six recommended applicants will enhance the depth of experience and within the Advisory Committee to provide quality guidance and recommendations to Council on a range of appropriate reconciliation matters including the development and implementation of Council's Reconciliation Action Plans.

Existing and Proposed Committee Members

The following table provides a summary of existing and proposed members and term of appointment.

Member	Date appointed	Conclusion of Term
Cr Fiona Stitfold (Mayor/Chair) (annual appointment)	Reappointed 19 March 2024	26 October 2024
Cr Jo Samuel-King (annual appointment)\	Reappointed 19 March 2024	26 October 2024
Mr Josh Toscano (co-Chair)	Reappointed 19 March 2024 (2-year term)	19 March 2026
Mr Jeremy Abbott	Reappointed 19 March 2024 (2 year term)	19 March 2026
Ms Gulay Cevik	Reappointed 19 March 2024 (2-year term)	19 March 2026
Ms Allyson Craigie-Parsons	Reappointed 19 March 2024 (2-year term)	19 March 2026
Mr Matt Perfect	Reappointed 19 March 2024 (2-year term)	19 March 2026
Ms Jillian West	Reappointed 19 March 2024 (2-year term)	19 March 2026
Aunty Katrina Amon	Recommended for Appointment for first term 23 April 2024 (2-year term)	23 April 2026
Mr Richard Bowen	Recommended for Appointment for first term 23 April 2024 (2-year term)	23 April 2026
Ms Jill Orr-Young	Recommended for Appointment for first term 23 April 2024 (2-year term)	23 April 2026
Mr Marcus Tehan	Recommended for Appointment for first term 23 April 2024 (2-year term)	23 April 2026
Mr Bertan Mackali	Recommended for Appointment for first term 23 April 2024 (2-year term)	23 April 2026
Ms Laura Stewart	Recommended for Appointment for first term 23 April 2024 (2-year term)	23 April 2026

With the abovementioned recommended appointments, the Committee consisting of community members would be made of the following dimensions:

First Nations Background	Residents	Non-resident	Work or volunteer in Bayside	Female	Male
6/12	9/12	3/12	11/12	6/12	6/12

Recommendation

That Council appoints the following individuals to the Reconciliation Action Plan Advisory Committee for a period of 2 years, commencing 23 April 2024 and concluding 23 April 2026:

- Aunty Katrina Amon
- Mr Richard Bowen
- Ms Jill Orr-Young
- Mr Marcus Tehan
- Mr Bertan Mackali
- Ms Laura Stewart.

Support Attachments

Nil

Considerations and implications of recommendation

Social

The Reconciliation Action Plan Advisory Committee is guided by Aboriginal and Torres Strait Islander knowledge and perspectives and plays an important role in Reconciliation Action Plan decision-making.

Natural Environment

There are no natural environmental impacts associated with this report.

Climate Emergency

There are no climate emergency impacts associated with this report.

Built Environment

There are no built environmental impacts associated with this report.

Customer Service and Community Engagement

Council undertook a formal public recruitment process to fill the vacancies which currently exist on the Committee.

Human Rights

The implications of the report have been assessed and are not considered likely to breach or infringe upon, the human rights contained in the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

Governance

Officers involved in the preparation of this report have no conflict of interest.

Legal

There are no legal implications associated with this report.

Finance

There are no financial implications associated with this report as the committee members position are voluntary.

Links to Council policy and strategy

This report aligns with Council Plan goal 4 – Our promise, specifically relating to strategic objective “Ensure flexible and transparent decision making through open and accountable governance.

There are also links to the Innovate Reconciliation Action Plan specifically relating to Action 1 – Facilitate an external RAP Advisory Group to provide cultural advice and guidance to Council.

10.9 INSTRUMENT OF DELEGATION FROM COUNCIL TO MEMBERS OF COUNCIL STAFF

Corporate Services - Governance
File No: PSF/24/100 – Doc No: DOC/24/96134

Executive summary

Purpose and background

The purpose of this report is to seek the adoption of revised changes proposed to the Instrument of Delegation from Council to Members of Council Staff in accordance with section 11 of the *Local Government Act 2020* (Act).

Delegations are necessary to facilitate effective functioning of councils as they enable day-to-day decisions to be made in relation to routine administrative and operational matters.

Council is empowered by section 11 of the Act to delegate its power, duties or functions with some strategic exemptions such as setting rates, borrowing funds, adopting planning scheme amendments, policies and adoption of a budget.

It is important to note that in granting delegations, Council is not granting unfettered power to Council staff or relinquishing its own power. A delegate must comply with the conditions of delegation as well as any policies of Council and any legislative framework.

Key issues

The Instrument of Delegation to the Members of Council staff (Schedule 6) put forward for review and adoption.

This Instrument of Delegation is based on a document prepared by Council's lawyers and is like that used by many Victorian municipalities.

The following table summarises the changes recommended within the Instrument.

This Instrument provides delegation from Council to specific members of Council staff to undertake a specific duty or power in accordance with a specific section of an Act of Parliament.

Additional provisions have been included to reflect recent changes to legislation.

Act of Parliament	Provision
<i>Planning and Environment Act 1987</i>	Existing provisions not previously delegated: Sections 46GT(2), 46GT(4) and 46GT(6). These changes reflect duties and functions working with the Valuer-General.
Other updates	<ul style="list-style-type: none"> • Changes to staff position titles to reflect department updates. • Removal/addition of positions against delegations after review.

No other delegations are recommended.

It is therefore recommended that the Instrument of Delegation from Council to Members of Council Staff (Schedule 6, as outlined in Attachment 1) be adopted.

Recommendation

That Council adopts the revised Instrument of Delegation from Council to Members of Council Staff (S6) dated 23 April 2024.

Support Attachments

1. S6 Instrument of Delegation - Members of Staff - 23/04/2024 ↓

Considerations and implications of recommendation

Social

There are no social implications associated with this report.

Natural Environment

There are no natural environment implications associated with this report.

Climate Emergency

There are no climate emergency implications associated with this report.

Built Environment

There are no built environment implications associated with this report.

Customer Service and Community Engagement

No community engagement is required in relation to this administrative function of Council.

Equity Impact

The implications of this report have been assessed and are compliant with the requirements of the Gender Equality Act 2020.

Human Rights

The implications of the report have been assessed and are not considered likely to breach or infringe upon, the human rights contained in the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

Governance

Officers involved in the preparation of this report have no conflict of interest.

Legal

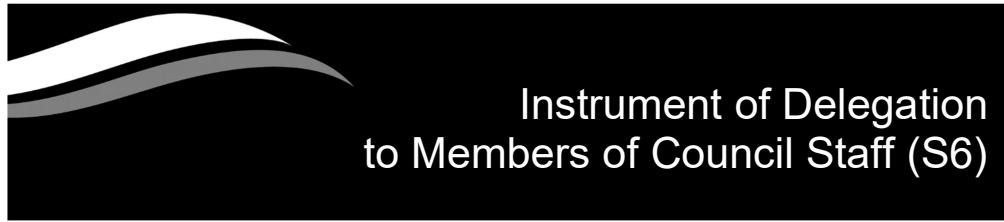
There is a legal requirement under the Local Government Act 2020 that these delegations be in place and must be reviewed.

Finance

There are no financial implications associated with this report.

Links to Council policy and strategy

There are no policy implications associated with this report. However, the review of the delegations aligns with Goal 4 of the Council Plan – Our Promise through strategic objective “Ensure flexible and transparent decision making through open and accountable governance”.



Instrument of Delegation

to the

Members of Council Staff

**Adopted by Council by resolution on 23 April
2024 Effective as from 24 April 2024**

Trim Reference: DOC/24/84754

Bayside City Council

Instrument of Delegation

In exercise of the powers conferred by the legislation referred to in the attached Schedule, the Council:

1. delegates each duty and/or function and/or power described in column 2 of the Schedule (and summarised in column 4 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 5 of the Schedule;
2. records that references in the Schedule are as follows:

Abbreviation	Position
ASO-US	Administration Support Officer (Urban Strategy)
AEHO	All Environmental Health Officers
CEO	Chief Executive Officer
CFO	Chief Financial Officer
DCPA	Director City Planning & Amenity
DCS	Director Corporate Services
DERI	Director Environment, Recreation & Infrastructure
EHC	Environmental Health Coordinator
EHO	Environmental Health Officer
GM	Governance Manager
IC	Investigations Coordinator
LLPC	Local Laws and Parking Coordinator
MAP	Manager Amenity Protection
MCAP	Manager City Assets & Presentation
MCWIT	Manager Climate, Waste & Integrated Transport
MCS	Manager Commercial Services

Bayside City Council

Abbreviation	Position
MDS	Manager Development Services
MUS	Manager Urban Strategy
MBS	Municipal Building Surveyor
ND	Not Delegated (Reserved for Council)
PSP	Principal Statutory Planner
SAA	Senior Administration Assistant
SEHO	Senior Environmental Health Officer
SSP	Senior Statutory Planner
SStratP	Senior Strategic Planner
SP	Statutory Planner
SPC	Statutory Planning Coordinator
StratP	Strategic Planner
StratPC	Strategic Planning Coordinator
StratPI	Strategic Planning Intern
USAO	Urban Strategy Administration Officer

- 3. declares that:
 - 3.1 this Instrument of Delegation is authorised by a resolution of Council passed on 23 April 2024; and the delegation:
 - 3.1.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
 - 3.1.2 remains in force until varied or revoked;
 - 3.1.3 is subject to any conditions and limitations set out in sub-paragraph 3.3, and the Schedule; and
 - 3.1.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and

Bayside City Council

- 3.2 the delegate must not determine the issue, take the action or do the act or thing:
 - 3.2.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council; or
 - 3.2.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
 - (a) policy; or
 - (b) strategyadopted by Council; or
 - 3.2.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or
 - 3.2.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff or delegated committee.

The Common Seal of Bayside City Council was affixed to this Instrument of Delegation on 23 April 2024 in the presence of:

Cr Fiona Stitfold
Mayor

Mr Mick Cummins
Chief Executive Officer

Bayside City Council

Contents

Instrument of Delegation..... 2

S6 Instrument of Delegation - Members of Staff..... 7

Domestic Animals Act 1994..... 7

Food Act 1984..... 7

Heritage Act 2017 15

Local Government Act 1989..... 15

Planning and Environment Act 1987 16

Road Management Act 2004..... 64

Planning and Environment Regulations 2015..... 78

Planning and Environment (Fees) Regulations 2016..... 79

Road Management (General) Regulations 2016 80

Road Management (Works and Infrastructure) Regulations 2015 81

Additional Internal Delegations 82

Domestic Animals Act 1994..... 82

Food Act 1984..... 82

Road Management Act 2004..... 85

Planning and Environment Act 1987 85

Bayside City Council

Delegation Sources

- Domestic Animals Act 1994
- Food Act 1984
- Heritage Act 2017
- Local Government Act 1989
- Planning and Environment Act 1987
- Road Management Act 2004
- Planning and Environment Regulations 2015
- Planning and Environment (Fees) Regulations 2016
- Road Management (General) Regulations 2016
- Road Management (Works and Infrastructure) Regulations 2015

Bayside City Council

S6 Instrument of Delegation - Members of Staff

Domestic Animals Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 41A(1)	Power to declare a dog to be a menacing dog	LLPC, MAP	Council may delegate this power to a Council authorised officer

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 19(2)(a)	Power to direct by written order that the food premises be put into a clean and sanitary condition	EHC, EHO, SEHO, MAP	If s 19(1) applies
s 19(2)(b)	Power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable	EHC, EHO, SEHO, MAP	If s 19(1) applies
s 19(3)	Power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process	EHC, EHO, SEHO, MAP	If s 19(1) applies Only in relation to temporary food premises or mobile food premises
s 19(4)(a)	Power to direct that an order made under s 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, and (ii) inform the public by notice in a published newspaper or otherwise	EHC, DCPA, MAP, CEO	If s 19(1) applies

Bayside City Council

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 19(6)(a)	Duty to revoke any order under section 19 if satisfied that an order has been complied with	EHC, EHO, SEHO, MAP	If s 19(1) applies
s 19(6)(b)	Duty to give written notice of revocation under section 19(6)(a) if satisfied that an order has been complied with	EHC, EHO, SEHO, MAP	If s 19(1) applies
s 19AA(2)	Power to direct, by written order, that a person must take any of the actions described in (a)-(c).	EHC, EHO, SEHO, MAP	Where Council is the registration authority
s 19AA(4)(c)	Power to direct, in an order made under s 19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises	EHC, EHO, SEHO, MAP	Note: the power to direct the matters under s 19AA(4)(a) and (b) not capable of delegation and so such directions must be made by a Council resolution
s 19AA(7)	Duty to revoke order issued under s 19AA and give written notice of revocation, if satisfied that that order has been complied with	EHC, EHO, DCPA, MAP	Where Council is the registration authority
s 19CB(4)(b)	Power to request copy of records	EHC, EHO, SEHO	Where Council is the registration authority

Bayside City Council

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 19E(1)(d)	Power to request a copy of the food safety program	EHC, EHO, SEHO	Where Council is the registration authority
s 19EA(3)	Function of receiving copy of revised food safety program	EHC, EHO, SEHO	Where Council is the registration authority
s 19GB	Power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	EHC, EHO, SEHO	Where Council is the registration authority
s19IA(1)	Power to form opinion that the food safety requirements or program are non-compliant.	EHC, EHO, SEHO	Where Council is the registration authority
s 19IA(2)	Duty to give written notice to the proprietor of the premises	EHC, EHO, SEHO	Where Council is the registration authority Note: Not required if Council has taken other appropriate action in relation to deficiencies (see s 19IA(3))
s 19M(4)(a) & (5)	Power to conduct a food safety audit and take actions where deficiencies are identified	ND	Where Council is the registration authority
s 19N(2)	Function of receiving notice from the auditor	EHC, EHO, SEHO	Where Council is the registration authority
s 19NA(1)	Power to request food safety audit reports	EHC, EHO,	Where Council is the registration authority

Bayside City Council

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SEHO, MAP	
s 19U(3)	Power to waive and vary the costs of a food safety audit if there are special circumstances	ND	
s 19UA	Power to charge fees for conducting a food safety assessment or inspection	EHC, EHO, SEHO, MAP	Except for an assessment required by a declaration under s 19C or an inspection under ss 38B(1)(c) or 39.
s 19W	Power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	EHC, EHO, SEHO, MAP	Where Council is the registration authority
s 19W(3)(a)	Power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction	EHC, EHO, SEHO, MAP	Where Council is the registration authority
s 19W(3)(b)	Power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises	EHC, EHO, SEHO, MAP	Where Council is the registration authority
s 36A	Power to accept an application for registration or notification using online portal	EHC, SEHO, AEHO	Where Council is the registration authority

Bayside City Council

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 36B	Duty to pay the charge for use of online portal	EHC, SEHO, DCPA, MAP	Where Council is the registration authority
s 38AA(5)	Power to (a) request further information; or (b) advise the proprietor that the premises must be registered if the premises are not exempt	EHC, EHO, SEHO	Where Council is the registration authority
s 38AB(4)	Power to fix a fee for the receipt of a notification under s 38AA in accordance with a declaration under s 38AB(1)	EHC, EHO, SEHO, MAP	Where Council is the registration authority
s 38A(4)	Power to request a copy of a completed food safety program template	EHC, EHO, SEHO	Where Council is the registration authority
s 38B(1)(a)	Duty to assess the application and determine which class of food premises under s 19C the food premises belongs	EHC, EHO, SEHO, MAP	Where Council is the registration authority
s 38B(1)(b)	Duty to ensure proprietor has complied with requirements of s 38A	EHC, EHO, SEHO, MAP	Where Council is the registration authority
s 38B(2)	Duty to be satisfied of the matters in s 38B(2)(a)-(b)	EHC, EHO, SEHO, MAP	Where Council is the registration authority

Bayside City Council

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 38D(1)	Duty to ensure compliance with the applicable provisions of s 38C and inspect the premises if required by s 39	EHC, EHO, SEHO, MAP	Where Council is the registration authority
s 38D(2)	Duty to be satisfied of the matters in s 38D(2)(a)-(d)	EHC, EHO, SEHO, MAP	Where Council is the registration authority
s 38D(3)	Power to request copies of any audit reports	EHC, EHO, SEHO, MAP	Where Council is the registration authority
s 38E(2)	Power to register the food premises on a conditional basis	EHC, EHO, SEHO	Where Council is the registration authority not exceeding the prescribed time limit defined under s 38E(5)
s 38E(4)	Duty to register the food premises when conditions are satisfied	EHC, EHO, SEHO	Where Council is the registration authority
s 38F(3)(b)	Power to require proprietor to comply with requirements of this Act	EHC, EHO, SEHO, MAP	Where Council is the registration authority
s 38G(1)	Power to require notification of change of the food safety program type used for the food premises	EHC, SEHO, AEHO	Where Council is the registration authority

Bayside City Council

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 38G(2)	Function of receiving notice from proprietor if there is a change of the food safety program type used for the food premises	EHO, SEHO, AEHO	Where Council is the registration authority
s 38G(4)	Power to require the proprietor of the food premises to comply with any requirement of the Act	EHC, SEHO, AEHO	Where Council is the registration authority
s 39(2)	Duty to carry out an inspection of the premises during the period of registration before the registration of the food premises is renewed	EHO, SEHO, AEHO	
s 39A	Power to register, renew or transfer food premises despite minor defects	EHC, EHO, SEHO, MAP	Where Council is the registration authority Only if satisfied of matters in s 39A(2)(a)-(c)
s 39A (6)	Duty to comply with a direction of the Secretary	EHO, SEHO, DCPA, MAP	
s 40(1)	Duty to give the person in whose name the premises is to be registered a certificate of registration	EHC, EHO, SEHO	Where Council is the registration authority
s 40(2)	Power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the Public Health and Wellbeing Act 2008	EHC, EHO, SEHO, MAP	

Bayside City Council

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 40C(2)	Power to grant or renew the registration of food premises for a period of less than 1 year	EHC, EHO, SEHO, MAP	Where Council is the registration authority
s 40D(1)	Power to suspend or revoke the registration of food premises	EHC, DCPA, MAP	Where Council is the registration authority
s 40E	Duty to comply with direction of the Secretary	EHC, SEHO, DCPA, MAP	
s 40F	Power to cancel registration of food premises	EHC, MAP	Where Council is the registration authority
s 43	Duty to maintain records of registration	EHC, SEHO	Where Council is the registration authority
s 43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering, transferring or renewing registration of a component of a food business	EHC, EHO, SEHO, MAP	Where Council is the registration authority
s 43F(7)	Power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements	EHC, EHO, SEHO, MAP	Where Council is the registration authority

Bayside City Council

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 45AC	Power to bring proceedings	EHC, EHO, SEHO, MAP	
s 46(5)	Power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged	EHC, EHO, SEHO, MAP	Where Council is the registration authority

Heritage Act 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 116	Power to sub-delegate Executive Director's functions, duties or powers	DCPA	Must first obtain Executive Director's written consent Council can only sub-delegate if the Instrument of Delegation from the Executive Director authorises sub-delegation

Local Government Act 1989			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 185L(4)	Power to declare and levy a cladding rectification charge	ND	Reserved for Council

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 4B	Power to prepare an amendment to the Victorian Planning Provisions	ND	If authorised by the Minister
s 4G	Function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister	StratPC, DCPA, MUS	
s 4H	Duty to make amendment to Victoria Planning Provisions available in accordance with public availability requirements	SStratP, StratP, PStratP, StratPC, USAO, StratPI, DCPA, MUS	
s 4I(2)	Duty to make and copy of the Victorian Planning Provisions and other documents available in accordance with public availability requirements	SStratP, StratP, PStratP, StratPC, USAO, StratPI, DCPA, MUS	
s 8A(2)	Power to prepare amendment to the planning scheme where the Minister has given consent under s 8A	DCPA, MUS	
s 8A(3)	Power to apply to Minister to prepare an amendment to the planning scheme	DCPA, MUS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 8A(5)	Function of receiving notice of the Minister's decision	StratPC, DCPA, MUS	
s 8A(7)	Power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days	StratPC, DCPA, MUS	
s 8B(2)	Power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district	DCPA, MUS	
s 12(3)	Power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons	StratPC, DCPA, MUS	
s 12B(1)	Duty to review planning scheme	ND	
s 12B(2)	Duty to review planning scheme at direction of Minister	ND	
s.12B(5)	duty to report findings of review of planning scheme to Minister without delay	StratPC, DCPA, MUS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 14	Duties of a Responsible Authority as set out in s 14(a) to (d)	DCPA, MAP, MDS, MUS	
s 17(1)	Duty of giving copy amendment to the planning scheme	SStratP, StratP, PStratP, StratPC, StratPI, DCPA, MUS	
s 17(2)	Duty of giving copy s 173 agreement	StratPC, DCPA, MDS, MUS	
s 17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	SStratP, StratP, PStratP, StratPC, StratPI, DCPA, MUS	
s 18	Duty to make amendment etc. available in accordance with public availability requirements	SStratP, StratP, PStratP, StratPC, StratPI, DCPA, MUS	Until the proposed amendment is approved or lapsed
s 19	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to	DCPA, MUS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	exercise any other power under s 19 to a planning scheme		
s 19	Function of receiving notice of preparation of an amendment to a planning scheme	StratPC, DCPA, MUS	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.
s 20(1)	Power to apply to Minister for exemption from the requirements of s 19	DCPA, MUS	
s 21(2)	Duty to make submissions available in accordance with public availability requirements	SStratP, StratP, PStratP, StratPC, StratPI, DCPA, MUS	Until the end of 2 months after the amendment comes into operation or lapses
s 21A(4)	Duty to publish notice	SStratP, StratP, PStratP, StratPC, StratPI, DCPA, MUS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 22(1)	Duty to consider all submissions received before the date specified in the notice	SStratP, StratP, PStratP, StratPC, StratPI, DCPA, MUS	Except submissions which request a change to the items in s 22(5)(a) and (b)
s 22(2)	Power to consider a late submission Duty to consider a late submission, if directed by the Minister	StratPC, DCPA, MUS	
s 23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel	StratPC, DCPA, MUS	
s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment	StratPC, DCPA, MUS	
s 24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)	StratPC, DCPA, MUS	DCP&CS, MUS or StratPC must authorise, PStratP, SStratP to represent Council at a Panel Hearing and may also delegate External Representation
s 26(1)	Power to make report available for inspection	StratPC, DCPA, MUS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 26(2)	Duty to keep report of panel available in accordance with public availability requirements	SStratP, StratP, PStratP, StratPC, USAO, StratPI, DCPA, MUS	During the inspection period
s 27(2)	Power to apply for exemption if panel's report not received	DCPA, MUS	
s 28(1)	Duty to notify the Minister if abandoning an amendment	DCPA, MUS	Note: the power to make a decision to abandon an amendment cannot be delegated
s 28(2)	Duty to publish notice of the decision on Internet site	SPC, StratPC, DCPA, MDS, MUS	
s 28(4)	Duty to make notice of the decision available on Council's Internet site for a period of at least 2 months	SPC, StratPC, DCPA, MDS, MUS	
s 30(4)(a)	Duty to say if amendment has lapsed	StratPC, DCPA, MUS	
s 30(4)(b)	Duty to provide information in writing upon request	StratPC, DCPA, MUS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 32(2)	Duty to give more notice if required	StratPC, DCPA, MUS	
s 33(1)	Duty to give more notice of changes to an amendment	StratPC, DCPA, MUS	
s 36(2)	Duty to give notice of approval of amendment	SStratP, StratP, PStratP, StratPC, StratPI, DCPA, MUS	
s 38(5)	Duty to give notice of revocation of an amendment	StratPC, DCPA, MUS	
s 39	Function of being a party to a proceeding commenced under s 39 and duty to comply with determination by VCAT	StratPC, DCPA, MUS	DCP&CS, MUS or StratPC must determine the appointment of external representation
s 40(1)	Function of lodging copy of approved amendment	StratPC, DCPA, MUS	
s 41(1)	Duty to make a copy of an approved amendment available in accordance with the public availability requirements during inspection period	SStratP, StratP, PStratP, StratPC, StratPI,	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		DCPA, MUS	
s 41(2)	Duty to make a copy of an approved amendment and any documents lodged with it available in person in accordance with the requirements set out in s 197B of the Act after the inspection period ends	SStratP, StratP, PStratP, StratPC, StratPI, DCPA, MUS	
s 42	Duty to make copy of planning scheme available	StratPC, DCPA, MUS	
s 46AW	Function of being consulted by the Minister	DCPA, MDS, MUS	Where Council is a responsible public entity
s 46AX	Function of receiving a draft Statement of Planning Policy and written direction in relation to the endorsement of the draft Statement of Planning Policy Power to endorse the draft Statement of Planning Policy	DCPA, MUS	Where Council is a responsible public entity
s 46GJ(1)	Function of receiving written directions from the Minister in relation to the preparation and content of infrastructure contributions plans	DCPA, MUS	
s 46GK	Duty to comply with a Minister's direction that applies to Council as the planning authority	SPC, StratPC, DCPA, MDS, MUS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GN(1)	Duty to arrange for estimates of values of inner public purpose land	SPC, StratPC, DCPA, MDS, MUS	
s 46GO(1)	Duty to give notice to owners of certain inner public purpose land	SPC, StratPC, DCPA, MDS, MUS	
s 46GP	Function of receiving a notice under s 46GO	SPC, StratPC, DCPA, MDS, MUS	Where Council is the collecting agency
s 46GQ	Function of receiving a submission from an affected owner who objects to the estimated value per hectare (or other appropriate unit of measurement) of the inner public purpose land	SPC, StratPC, DCPA, MDS, MUS	
s 46GR(1)	Duty to consider every submission that is made by the closing date for submissions included in the notice under s 46GO	SPC, StratPC, DCPA, MDS, MUS	
s 46GR(2)	Power to consider a late submission Duty to consider a late submission if directed to do so by the Minister	SPC, StratPC, DCPA, MDS, MUS	
s 46GS(1)	Power to accept or reject the estimate of the value of the inner public purpose land in a submission made under s 46GQ	SPC, StratPC, DCPA,	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		MDS, CFO, MUS	
s 46GS(2)	Duty, if Council rejects the estimate of the value of the inner public purpose land in the submission, to refer the matter to the valuer-general, and notify the affected owner of the rejection and that the matter has been referred to the valuer-general	SPC, StratPC, DCPA, MDS, CFO, MUS	
s 46GT(2)	Duty to pay half of the fee fixed by the valuer-general for arranging and attending the conference	SPC, StratPC, DCPA, MDS, CFO, MUS	
s 46GT(4)	Function of receiving, from the valuer-general, written confirmation of the agreement between the planning authority's valuer and the affected owner's valuer as to the estimated value of the inner public purpose land	SPC, StratPC, DCPA, MDS, CFO, MUS	
s 46GT(6)	Function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)	SPC, StratPC, DCPA, MDS, CFO, MUS	
s 46GU	Duty not to adopt an amendment under s.29 to an infrastructure contributions plan that specifies a land credit amount or a land equalisation amount that relates to a parcel of land in the ICP plan area of the plan unless the criteria in s 46GU(1)(a) and (b) are met	DCPA, MDS, MUS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GV(3)	Function of receiving the monetary component and any land equalisation amount of the infrastructure contribution Power to specify the manner in which the payment is to be made	DCPA, MDS, MUS	Where Council is the collecting agency
s 46GV(3)(b)	Power to enter into an agreement with the applicant	DCS, DCPA	Where Council is the collecting agency
s 46GV(7)	Duty to impose the requirements set out in s 46GV(3) and (4) as conditions on the permit applied for by the applicant to develop the land in the ICP plan area	DCPA, MDS, CFO, MUS	
s 46GV(9)	Power to require the payment of a monetary component or the provision of the land component of an infrastructure contribution to be secured to Council's satisfaction	DCPA, MDS, CFO, MUS	Where Council is the collecting agency
s 46GX(2)	Duty, before accepting the provision of works, services or facilities by an applicant under s 46GX(1), to obtain the agreement of the development agency or agencies specified in the approved infrastructure contributions plan	DCPA, MDS, CFO, MUS	Where Council is the collecting agency
s 46GY(1)	Duty to keep proper and separate accounts and records	DCPA, MDS, CFO, MUS	Where Council is the collecting agency

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GY(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	DCPA, MDS, CFO, MUS	Where Council is the collecting agency
s 46GZ(2)(a)	Duty to forward any part of the monetary component that is imposed for plan preparation costs to the planning authority that incurred those costs	DCPA, MDS, CFO, MUS	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is that planning authority
s 46GZ(2)(a)	Function of receiving the monetary component	DCPA, MDS, CFO, MUS	Where the Council is the planning authority This duty does not apply where Council is also the collecting agency
s 46GZ(2)(b)	Function of receiving the monetary component	DCPA, MDS, CFO, MUS	Where Council is the development agency under an approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency
s 46GZ(4)	Duty to use any land equalisation amounts to pay land credit amounts under s 46GZ(7), except any part of those amounts that are to be forwarded to a development agency under s 46GZ(5)	DCPA, MDS, CFO, MUS	Where Council is the collecting agency under an approved infrastructure contributions plan

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GZ(5)	Function of receiving any part of a land equalisation amount required for the acquisition of outer public purpose land	DCPA, MDS, CFO, MUS	Where Council is the development agency specified in the approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency
s 46GZ(7)	Duty to pay to each person who must provide an infrastructure contribution under the approved infrastructure contributions plan any land credit amount to which the person is entitled under s 46GW	DCPA, MDS, CFO, MUS	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZ(9)	Function of receiving the fee simple in the land	DCPA, MDS, CFO, MUS	Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency
s 46GZB(3)	Duty to follow the steps set out in s 46GZB(3)(a) – (c)	DCPA, MDS, CFO, MUS	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(4)	Duty, in accordance with requirements of the VPA, to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA	DCPA, MDS, CFO, MUS	If the VPA is the collecting agency under an approved infrastructure contributions plan Where Council is a development agency under an approved infrastructure contributions plan

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GZD(2)	Duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZD(2)(a) and (b)	DCPA, MDS, CFO, MUS	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZD(3)	Duty to follow the steps set out in s 46GZD(3)(a) and (b)	DCPA, MDS, CFO, MUS	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZE(3)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZE(3)(a) and (b)	DCPA, MDS, CFO, MUS	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(2)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to use the public purpose land for a public purpose approved by the Minister or sell the public purpose land	DCPA, MDS, CFO, MUS	Where Council is the development agency under an approved infrastructure contributions plan
s.46GZF(3)	Duty, if land is sold under s.46GZF(2)(b), to follow the steps in s.46GZF(3)(a) and (b)	DCPA, MCS, MDS, CFO, MUS	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZF(3)	Function of receiving proceeds of sale	DCPA, MCS, MDS, CFO, MUS	Where Council is the collection agency under an approved infrastructure contributions plan This provision does not apply where Council is also the development agency

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GZF(4)	Duty to divide the proceeds of the public purpose land among the current owners of each parcel of land in the ICP plan area and pay each current owner a portion of the proceeds in accordance with s 46GZF(5)	DCPA, MCS, MDS, CFO, MUS	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(6)	Duty to make the payments under s 46GZF(4) in accordance with s 46GZF(6)(a) and (b)	DCPA, MCS, MDS, CFO, MUS	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZH	Power to recover the monetary component, or any land equalisation amount of the land component, payable under Part 3AB as a debt in any court of competent jurisdiction	DCPA, MCS, MDS, CFO, MUS	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZK	Power to deal with public purpose land which has vested in, been acquired by, or transferred to, Council	DCPA, MCS, MDS, CFO, MUS	Where Council is a collecting agency or development agency
s 46LB(3)	Duty to publish, on Council's Internet site, the payable dwelling amount for a financial year on or before 1 July of each financial year for which the amount is adjusted under s 46LB (2)	DCPA, MDS, CFO, MUS	
s 46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy	PSP, SP, SSP, SPC, DCPA, MDS	
s 46N(2)(c)	Function of determining time and manner for receipt of development contributions levy	DCPA, MDS, MUS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy	DCPA, MDS, MUS	
s 46O(1)(a) & (2)(a)	Power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit	DCPA, MBS, MDS, MUS	
s 46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy	DCPA, MDS, MUS	
s 46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured	DCPA, MDS, MUS	
s 46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable	DCPA, MDS, MUS	
s 46Q(1)	Duty to keep proper accounts of levies paid	DCPA, DERI, MDS, CFO, MUS	
s 46Q(1A)	Duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of	DCPA, DERI, MDS, MUS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	development agency or plan preparation costs incurred by a development agency		
s 46Q(2)	Duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc	DCPA, DERI, MDS, MUS	
s 46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed	DCPA	Only applies when levy is paid to Council as a 'development agency'
s 46Q(4)(c)	Duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal council as a development agency for plan preparation costs incurred by the Council or for the provision by the Council of works, services or facilities in an area under s 46Q(4)(a)	DCPA, MUS	Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister
s 46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan	DCPA, MUS	Must be done in accordance with Part 3
s46Q(4)(e)	Duty to expend that amount on other works etc.	DCPA, DERI	With the consent of, and in the manner approved by, the Minister

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46QC	Power to recover any amount of levy payable under Part 3B	DCPA	
s 46QD	Duty to prepare report and give a report to the Minister	DCPA, MDS, CFO, MUS	Where Council is a collecting agency or development agency
s 46V(3)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available	DCPA, MDS, CFO, MUS	
s 46Y	Duty to carry out works in conformity with the approved strategy plan	DCPA, MDS, CFO, MUS	
s 47	Power to decide that an application for a planning permit does not comply with that Act	PSP, SP, SSP, SPC, SAA, DCPA, MDS	
s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits	DCPA, MDS	
s 49(2)	Duty to make register available for inspection	SAA, DCPA, MDS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 50(4)	Duty to amend application	PSP, SP, SSP, SPC, DCPA, MDS	
s 50(5)	Power to refuse to amend application	PSP, SP, SSP, SPC, DCPA, MDS	
s 50(6)	Duty to make note of amendment to application in register	SPC, StratPC, MDS, MUS	
s 50A(1)	Power to make amendment to application	PSP, SP, SSP, SPC, DCPA, MDS	
s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given	PSP, SP, SSP, SPC, DCPA, MDS	
s 50A(4)	Duty to note amendment to application in register	PSP, SP, SSP, SPC, SAA, DCPA, MDS	
s 51	Duty to make copy of application available for inspection	PSP, SP, SSP, SPC, SAA, DCPA, MDS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 52(1)(a)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person	PSP, SP, SSP, SPC, DCPA, MDS	
s 52(1)(b)	Duty to give notice of the application to other municipal council where appropriate	PSP, SP, SSP, SPC, SAA, DCPA, MDS	
s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme	PSP, SP, SSP, SPC, DCPA, MDS	
s 52(1)(ca)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant	PSP, SP, SSP, SPC, DCPA, MDS	
s 52(1)(cb)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant	PSP, SP, SSP, SPC, DCPA, MDS	
s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected	PSP, SP, SSP, SPC, DCPA, MDS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s.52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant	PSP, SP, SSP, SPC, DCPA, MDS	
s 52(3)	Power to give any further notice of an application where appropriate	PSP, SP, SSP, SPC, DCPA, MDS	
s 53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it	PSP, SP, SSP, SPC, DCPA, MDS	
s 53(1A)	Power to require the applicant to give the notice under s 52(1AA)	PSP, SP, SSP, SPC, DCPA, MDS	
s 54(1)	Power to require the applicant to provide more information	PSP, SP, SSP, SPC, DCPA, MDS	
s 54(1A)	Duty to give notice in writing of information required under s 54(1)	PSP, SP, SSP, SPC, DCPA, MDS	
s 54(1B)	Duty to specify the lapse date for an application	PSP, SP, SSP, SPC, DCPA, MDS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 54A(3)	Power to decide to extend time or refuse to extend time to give required information	PSP, SP, SSP, SPC, DCPA, MDS	
s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s 54A(3)	PSP, SP, SSP, SPC, DCPA, MDS	
s 55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	PSP, SP, SSP, SPC, DCPA, MDS	
s 57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector	DCPA, MDS	
s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go	PSP, SP, SSP, SPC, ASO-US, SAA, DCPA, MDS	
s 57(5)	Duty to make available for inspection copy of all objections	SPC, SAA, DCPA, MDS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)	PSP, SP, SSP, SPC, DCPA, MDS	
s 57A(5)	Power to refuse to amend application	PSP, SP, SSP, SPC, DCPA, MDS	
s 57A(6)	Duty to note amendments to application in register	PSP, SP, SSP, SPC, SAA, DCPA, MDS	
s 57B(1)	Duty to determine whether and to whom notice should be given	PSP, SP, SSP, SPC, SAA, DCPA, MDS	
s 57B(2)	Duty to consider certain matters in determining whether notice should be given	PSP, SP, SSP, SPC, SAA, DCPA, MDS	
s 57C(1)	Duty to give copy of amended application to referral authority	PSP, SP, SSP, SPC, DCPA, MDS	
s 58	Duty to consider every application for a permit	PSP, SP, SSP, SPC,	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		DCPA, MDS	
s 58A	Power to request advice from the Planning Application Committee	DCPA, MDS	
s 60	Duty to consider certain matters	PSP, SP, SSP, SPC, DCPA, MDS	
s 60(1A)	Duty to consider certain matters	PSP, SP, SSP, SPC, DCPA, MDS	
s 60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect	SPC, StratPC, MDS, MUS	
s 61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	SPC, DCPA, MDS	<p>The permit must not be inconsistent with a cultural heritage management plan under the Aboriginal Heritage Act 2006</p> <hr/> <p>The power to make a decision by Officers, on a planning permit application cannot be exercised in relation to:</p> <ol style="list-style-type: none"> 1) an application that is 'called in' by a Councillor; 2) an application where three or more objections have been received and Council Officers are

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			recommending that a notice of decision to grant a permit be issued; 3) an application for the removal for two or more trees protected by the Vegetation Protection Overlay (VPO) and Council Officers are recommending that a planning permit or a notice of decision to grant a permit be issued; 4) Secondary Consent application is sought to a permit issued at the direction of VCAT; and 5) Where an application exceeds the discretionary height controls within a Major Activity Centre and Council Officers are recommending that a planning permit or notice of decision to grant a planning permit be issued.
s 61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	PSP, SPC, DCPA, MDS	
s 61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	PSP, SPC, DCPA, MDS	
s 61(3)(a)	Duty not to decide to grant a permit to use coastal Crown land without Minister's consent	PSP, SPC, DCPA, MDS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 61(3)(b)	Duty to refuse to grant the permit without the Minister's consent	PSP, SPC, DCPA, MDS	
s 61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	PSP, SPC, DCPA, MDS	
s 62(1)	Duty to include certain conditions in deciding to grant a permit	PSP, SP, SSP, SPC, DCPA, MDS	
s 62(2)	Power to include other conditions	PSP, SPC, DCPA, MDS	
s 62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	PSP, SP, SSP, SPC, DCPA, MDS	
s 62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	PSP, SPC, DCPA, MDS	
s 62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with s 173 agreement	PSP, SPC, DCPA, MDS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant	PSP, SPC, DCPA, MDS	
s 62(6)(a)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with ss 46N(1), 46GV(7) or 62(5)	PSP, SP, SSP, SPC, DCPA, MDS	
s 62(6)(b)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s 62(1)(a)	PSP, SP, SSP, SPC, DCPA, MDS	
s 63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)	PSP, SP, SSP, SPC, SAA, DCPA, MDS	
s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	PSP, SP, SSP, SPC, SAA, DCPA, MDS	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64(3)	Duty not to issue a permit until after the specified period	PSP, SP, SSP, SPC, SAA, DCPA, MDS	This provision applies also to a decision to grant an amendment to a permit - see s 75

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 64(5)	Duty to give each objector a copy of an exempt decision	PSP, SP, SSP, SPC, SAA, DCPA, MDS	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	PSP, SP, SSP, SPC, SAA, DCPA, MDS	This provision applies also to a decision to grant an amendment to a permit - see s 75A
s 65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57	PSP, SP, SSP, SPC, SAA, DCPA, MDS	
s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	PSP, SP, SSP, SPC, SAA, DCPA, MDS	
s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	PSP, SP, SSP, SPC, SAA, DCPA, MDS	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority
s 66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	PSP, SP, SSP, SPC, SAA,	If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		DCPA, MDS	permit condition be included on the permit
s 66(6)	Duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under s 64 or 65	PSP, SP, SSP, SPC, SAA, DCPA, MDS	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit
s 69(1)	Function of receiving application for extension of time of permit	PSP, SP, SSP, SPC, SAA, DCPA, MDS	
s 69(1A)	Function of receiving application for extension of time to complete development	PSP, SP, SSP, SPC, SAA, DCPA, MDS	
s 69(2)	Power to extend time	PSP, SPC, DCPA, MDS	Where a third or more application is received for an extension of time and Council Officers are recommending that the application be approved.
s 70	Duty to make copy permit available for inspection in accordance with the public availability requirements	PSP, SP, SSP, SPC, SAA, DCPA, MDS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 71(1)	Power to correct certain mistakes	SPC, DCPA, MDS	
s 71(2)	Duty to note corrections in register	PSP, SP, SSP, SPC, SAA, DCPA, MDS	
s 73	Power to decide to grant amendment subject to conditions	PSP, SPC, DCPA, MDS	
s 74	Duty to issue amended permit to applicant if no objectors	PSP, SP, SSP, SPC, SAA, DCPA, MDS	
s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	PSP, SP, SSP, SPC, SAA, DCPA, MDS	
s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice	PSP, SP, SSP, SPC, SAA, DCPA, MDS	
s 76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	PSP, SP, SSP, SPC, SAA,	If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		DCPA, MDS	condition on the amended permit recommended by the recommending referral authority
s 76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	PSP, SP, SSP, SPC, SAA, DCPA, MDS	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit
s 76A(6)	Duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under s 64 or 76	PSP, SP, SSP, SPC, SAA, DCPA, MDS	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit
s 76D	Duty to comply with direction of Minister to issue amended permit	PSP, SP, SSP, SPC, SAA, DCPA, MDS	
s 83	Function of being respondent to an appeal	PSP, SP, SSP, SPC, LSP, DCPA, MDS	Additional Delegate: External Representative
s 83B	Duty to give or publish notice of application for review	PSP, SP, SSP, SPC, DCPA, MDS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit	PSP, SPC, DCPA, MDS	In respect of a decision to grant a permit with or without conditions or a Notice of Decision with or without conditions. This power cannot be exercised to any applications called in by a Councillor whereby a Councillor advises the Manager Development Services via email prior to a decision being issued. An application where more than three objections has been received, the application must be reported to Council for determination. Noting that multiple objections from persons residing at one address shall be considered as a single objection for the purpose of the delegation.
s 84(2)	Duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit	PSP, SP, SSP, SPC, SAA, DCPA, MDS	
s 84(3)	Duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit	PSP, SP, SSP, SPC, DCPA, MDS	This power cannot be exercised in relation to an application where more than three objections have been received. The application must be reported to Council for determination of Council's position.
s 84(6)	Duty to issue permit on receipt of advice within 3 business days	PSP, SP, SSP, SPC, SAA,	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		DCPA, MDS	
s 84AB	Power to agree to confining a review by the Tribunal	PSP, SPC, MDS	
s 86	Duty to issue a permit at order of Tribunal within 3 business days	PSP, SP, SSP, SPC, SAA, DCPA, MDS	
s 87(3)	Power to apply to VCAT for the cancellation or amendment of a permit	SPC, IC, LSP, DCPA, MAP, MDS	
s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit	SPC, LSP, DCPA, MDS	Additional Delegate: External Representative
s 91(2)	Duty to comply with the directions of VCAT	PSP, SP, SSP, SPC, IC, SAA, DCPA, MDS	
s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs	PSP, SP, SSP, SPC, SAA, DCPA, MDS	
s 92	Duty to give notice of cancellation/amendment of permit by	PSP, SP, SSP, SPC,	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	VCAT to persons entitled to be heard under s 90	IC, SAA, DCPA, MAP, MDS	
s 93(2)	Duty to give notice of VCAT order to stop development	SPC, IC, DCPA, MAP, MDS	
s 95(3)	Function of referring certain applications to the Minister	SPC, DCPA, MDS	
s 95(4)	Duty to comply with an order or direction	SPC, DCPA, MDS	
s 96(1)	Duty to obtain a permit from the Minister to use and develop its land	SPC, DCPA, MDS	
s 96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	DCS, DCPA, CEO	
s 96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment	DCPA, MDS, MUS	
s 96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C	DCPA, MDS, MUS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 96F	Duty to consider the panel's report under s 96E	StratPC, DCPA, MDS, MUS	
s 96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the Planning and Environment (Planning Schemes) Act 1996	DCPA, MDS, MUS	
s 96H(3)	Power to give notice in compliance with Minister's direction	PSP, SP, SSP, SPC, StratPC, ASO-US, SAA, DCPA, MDS, MUS	
s 96J	Power to issue permit as directed by the Minister	SPC, DCPA, MDS	
s 96K	Duty to comply with direction of the Minister to give notice of refusal	SPC, DCPA, MDS	
s 96Z	Duty to keep levy certificates given to it under ss 47 or 96A for no less than 5 years from receipt of the certificate	PSP, SP, SSP, SStratP, StratP,	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		SPC, PStratP, StratPC, ASO-US, SAA, USAO, StratPI, DCPA, MDS, MUS	
s 97C	Power to request Minister to decide the application	DCPA, CEO	
s 97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application	DCPA, MDS	
s 97G(3)	Function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister	DCPA, MDS	
s 97G(6)	Duty to make a copy of permits issued under s 97F available for inspection	DCPA, MDS	
s 97L	Duty to include Ministerial decisions in a register kept under s 49	DCPA, MDS	
s 97MH	Duty to provide information or assistance to the Planning Application Committee	DCPA, MDS	
s 97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee	DCPA, MDS	
s 97O	Duty to consider application and issue or refuse to issue certificate of compliance	DCPA, MDS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	PSP, SP, SSP, SPC, SAA, DCPA, MDS	
s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	SPC, LSP, DCPA, MDS	Additional Delegate: or External Representative
s 97Q(4)	Duty to comply with directions of VCAT	PSP, SP, SSP, SPC, SAA, DCPA, MDS	
s 97R	Duty to keep register of all applications for certificate of compliance and related decisions	SPC, DCPA, MDS	
s 98(1)&(2)	Function of receiving claim for compensation in certain circumstances	DCPA, MDS, MUS	
s 98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed	DCPA, MDS, MUS	
s 101	Function of receiving claim for expenses in conjunction with claim	DCPA, MDS, MUS	
s 103	Power to reject a claim for compensation in certain circumstances	ND	
s.107(1)	function of receiving claim for compensation	DCPA, MDS, MUS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 107(3)	Power to agree to extend time for making claim	DCPA	
s 113(2)	Power to request a declaration for land to be proposed to be reserved for public purposes	DCPA	
s 114(1)	Power to apply to the VCAT for an enforcement order	SPC, IC, DCPA, MAP, MDS	
s 117(1)(a)	Function of making a submission to the VCAT where objections are received	SPC, IC, DCPA, MDS	Additional Delegate: External Representative
s 120(1)	Power to apply for an interim enforcement order where s 114 application has been made	IC, DCPA, MAP, MDS	
s 123(1)	Power to carry out work required by enforcement order and recover costs	ND	
s 123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	ND	Except Crown Land
s 129	Function of recovering penalties	IC, DCPA, MAP, MDS	
s 130(5)	Power to allow person served with an infringement notice further time	IC, DCPA, MAP	
s 149A(1)	Power to refer a matter to the VCAT for determination	IC, DCPA, MAP, MDS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 149A(1A)	Power to apply to VCAT for the determination of a matter relating to the interpretation of a s.173 agreement	IC, DCPA, DERI, MAP, MDS, MUS	
s 156	Duty to pay fees and allowances (including a payment to the Crown under s 156(2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under s 156(2B)power to ask for contribution under s 156(3) and power to abandon amendment or part of it under s 156(4)	StratPC, DCPA, MUS	Where Council is the relevant planning authority Where Council is the relevant planning authority. For amendments that are privately requested, Council will require reimbursement from applicant before proceeding.
s 171(2)(f)	Power to carry out studies and commission reports	StratPC, DCPA, MUS	
s 171(2)(g)	Power to grant and reserve easements	DCPA, DERI, MDS	
s 172C	Power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan	SPC, StratPC, MDS, MUS	Where Council is a development agency specified in an approved infrastructure contributions plan
s 172D(1)	Power to compulsorily acquire any inner public purpose land that is specified in the plan before the time that the land is required to be provided to Council under s 46GV(4)	SPC, StratPC, MDS, MUS	Where Council is a collecting agency specified in an approved infrastructure contributions plan

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 172D(2)	Power to compulsorily acquire any inner public purpose land, the use and development of which is to be the responsibility of Council under the plan, before the time that the land is required to be provided under s 46GV(4)	SPC, StratPC, MDS, MUS	Where Council is the development agency specified in an approved infrastructure contributions plan
s 173(1)	Power to enter into agreement covering matters set out in s 174	D CPA, DERI, CEO	
	Power to decide whether something is to the satisfaction of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires something to be to the satisfaction of Council or Responsible Authority	SPC, StratPC, D CPA, DERI, MDS, MCWIT, MUS	
	Power to give consent on behalf of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires that something may not be done without the consent of Council or Responsible Authority	SPC, StratPC, D CPA, DERI, MDS, MCWIT, MUS	
s 177(2)	Power to end a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	D CPA, DERI, MDS, MUS	
s 178	power to amend a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	D CPA, DERI, MDS, MUS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 178A(1)	Function of receiving application to amend or end an agreement	SPC, IC, StratPC, DCPA, MAP, MDS, MUS	
s 178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)	SPC, IC, StratPC, DCPA, MAP, MDS, MUS	
s 178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	SPC, IC, StratPC, DCPA, DERI, MAP, MDS, MUS	
s 178A(5)	Power to propose to amend or end an agreement	SPC, IC, StratPC, DCPA, DERI, MAP, MDS, MUS	
s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement	SPC, IC, StratPC, DCPA, DERI, MAP, MDS, MUS	
s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement	SPC, IC, StratPC, DCPA, DERI,	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		MAP, MDS, MUS	
s 178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end	SPC, IC, StratPC, DCPA, DERI, MAP, MDS, MUS	
s 178C(4)	Function of determining how to give notice under s 178C(2)	SPC, IC, StratPC, DCPA, DERI, MAP, MDS, MUS	
s 178E(1)	Duty not to make decision until after 14 days after notice has been given	SPC, IC, StratPC, DCPA, DERI, MAP, MDS, MUS	
s.178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	SPC, IC, StratPC, DCPA, DERI, MAP, MDS, MUS	If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	SPC, IC, StratPC, DCPA, DERI, MAP, MDS, MUS	If no objections are made under s 178D Must consider matters in s 178B

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 178E(2)(c)	Power to refuse to amend or end the agreement	SPC, IC, StratPC, DCPA, DERI, MAP, MDS, MCWIT, MUS	If no objections are made under s 178D Must consider matters in s 178B
s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	SPC, IC, StratPC, DCPA, DERI, MAP, MDS, MUS	After considering objections, submissions and matters in s 178B
s 178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	SPC, IC, StratPC, DCPA, DERI, MAP, MDS, MUS	After considering objections, submissions and matters in s 178B
s.178E(3)(c)	power to amend or end the agreement in a manner that is substantively different from the proposal	SPC, IC, StratPC, DCPA, DERI, MAP, MDS, MUS	After considering objections, submissions and matters in s.178B
s 178E(3)(d)	Power to refuse to amend or end the agreement	SPC, IC, StratPC, DCPA, DERI, MAP, MDS, MUS	After considering objections, submissions and matters in s 178B

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)	SPC, IC, StratPC, DCPA, DERI, MAP, MDS, MUS	
s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)	SPC, IC, StratPC, DCPA, DERI, MAP, MDS, MUS	
s 178F(4)	Duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn	SPC, IC, StratPC, DCPA, DERI, MAP, MDS, MUS	
s 178G	Duty to sign amended agreement and give copy to each other party to the agreement	SPC, IC, StratPC, DCPA, DERI, MAP, MDS, MUS	
s 178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement	SPC, IC, StratPC, DCPA, DERI, MAP, MDS, MUS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 178(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	SPC, IC, StratPC, DCPA, DERI, MAP, MDS, MUS	
s 179(2)	Duty to make available for inspection copy agreement	SPC, StratPC, DCPA, DERI, MDS, MUS	
s 181	Duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General	SPC, StratPC, DCPA, DERI, MDS, MUS	
s 181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement	SPC, IC, StratPC, DCPA, DERI, MAP, MDS, MUS	
s 181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement	SPC, IC, StratPC, DCPA, DERI, MAP, MDS, MUS	
s 182	Power to enforce an agreement	SPC, IC, StratPC, DCPA, DERI,	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		MAP, MDS, MUS	
s 183	Duty to tell Registrar of Titles of ending/amendment of agreement	SPC, StratPC, DCPA, DERI, MDS, MUS	
s 184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision	SPC, IC, StratPC, DCPA, MAP, MDS, MUS	
s 184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement	SPC, IC, StratPC, DCPA, MAP, MDS, MUS	
s 184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement	SPC, IC, StratPC, DCPA, MAP, MDS, MUS	
s 184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision	SPC, IC, StratPC, DCPA, MAP, MDS, MUS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 184G(2)	Duty to comply with a direction of the Tribunal	SPC, IC, StratPC, DCPA, MAP, MDS, MUS	
s 184G(3)	Duty to give notice as directed by the Tribunal	SPC, IC, StratPC, DCPA, MAP, MDS, MUS	
s 185B(1)	Duty to comply with a request from the Minister to provide the name, address, email address or telephone number of any person to whom the Minister is required to give notice	SPC, IC, StratPC, DCPA, MAP, MDS, MUS	
s 198(1)	Function to receive application for planning certificate	DCPA, MDS	
s 199(1)	Duty to give planning certificate to applicant	DCPA, MDS	
s 201(1)	Function of receiving application for declaration of underlying zoning	StratPC, DCPA, MDS, MUS	
s 201(3)	Duty to make declaration	DCPA, MDS, MUS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	Power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council	SPC, StratPC, DCPA, MDS, MUS	
	Power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council	SPC, StratPC, DCPA, MDS, MUS	
	Power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit	PSP, SP, SSP, SPC, DCPA, MDS	
	Power to give written authorisation in accordance with a provision of a planning scheme	DCPA, MDS, MUS	
s 201UAB(1)	Function of providing the Victoria Planning Authority with information relating to any land within municipal district	DCPA, MDS, MUS	
s 201UAB(2)	Duty to provide the Victoria Planning Authority with information requested under s 201UAB(1) as soon as possible	DCPA, MDS, MUS	

Bayside City Council

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 11(1)	Power to declare a road by publishing a notice in the Government Gazette	DERI, MCAP	Obtain consent in circumstances specified in s 11(2)
s 11(8)	Power to name a road or change the name of a road by publishing notice in Government Gazette	ND	
s 11(9)(b)	Duty to advise Registrar	DCS, DERI, MCAP	
s 11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	DCS, DERI, MCAP	Subject to s 11(10A)
s 11(10A)	Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person	DERI, MCAP	Where Council is the coordinating road authority
s 12(2)	Power to discontinue road or part of a road	DCS, DERI, MCS, MCAP	Where Council is the coordinating road authority
s 12(4)	Duty to publish, and provide copy, notice of proposed discontinuance	DCS, MCS	Power of coordinating road authority where it is the discontinuing body Unless s 12(11) applies

Bayside City Council

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 12(5)	Duty to consider written submissions received within 28 days of notice	DCS, MCS	Duty of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(6)	Function of hearing a person in support of their written submission	ND	Function of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(7)	Duty to fix day, time and place of meeting under s 12(6) and to give notice	ND	Duty of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(10)	Duty to notify of decision made	DCS, MCS	Duty of coordinating road authority where it is the discontinuing body Does not apply where an exemption is specified by the regulations or given by the Minister
s 13(1)	Power to fix a boundary of a road by publishing notice in Government Gazette	DERI, MCAP	Power of coordinating road authority and obtain consent under s 13(3) and s 13(4) as appropriate
s 14(4)	Function of receiving notice from the Head, Transport for Victoria	DERI, MCAP	

Bayside City Council

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 14(7)	Power to appeal against decision of the Head, Transport for Victoria	DERI, MCAP	
s 15(1)	Power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport	ND	
s 15(1A)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	ND	
s 15(2)	Duty to include details of arrangement in public roads register	DERI, MCAP	
s 16(7)	Power to enter into an arrangement under s 15	ND	
s 16(8)	Duty to enter details of determination in public roads register	DERI, MCAP	
s 17(2)	Duty to register public road in public roads register	ND	Where Council is the coordinating road authority

Bayside City Council

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 17(3)	Power to decide that a road is reasonably required for general public use	ND	Where Council is the coordinating road authority
s 17(3)	Duty to register a road reasonably required for general public use in public roads register	DERI, MCAP	Where Council is the coordinating road authority
s 17(4)	Power to decide that a road is no longer reasonably required for general public use	ND	Where Council is the coordinating road authority
s 17(4)	Duty to remove road no longer reasonably required for general public use from public roads register	ND, DERI, MCAP	Where Council is the coordinating road authority
s 18(1)	Power to designate ancillary area	DERI, MCAP	Where Council is the coordinating road authority, and obtain consent in circumstances specified in s 18(2)
s 18(3)	Duty to record designation in public roads register	DERI, MCAP	Where Council is the coordinating road authority
s 19(1)	Duty to keep register of public roads in respect of which it is the coordinating road authority	DERI, MCAP	
s 19(4)	Duty to specify details of discontinuance in public roads register	DERI, MCAP	

Bayside City Council

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 19(5)	Duty to ensure public roads register is available for public inspection	DERI, MCAP	
s 21	Function of replying to request for information or advice	DERI, MCAP	Obtain consent in circumstances specified in s 11(2)
s 22(2)	Function of commenting on proposed direction	DERI, MCAP	
s 22(4)	Duty to publish a copy or summary of any direction made under s 22 by the Minister in its annual report.	DERI, MCAP	
s 22(5)	Duty to give effect to a direction under s 22	DERI, MCAP	
s 40(1)	Duty to inspect, maintain and repair a public road.	DERI, MCAP	
s 40(5)	Power to inspect, maintain and repair a road which is not a public road	DERI, MCAP	
s 41(1)	Power to determine the standard of construction, inspection, maintenance and repair	DERI, MCAP	

Bayside City Council

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 42(1)	Power to declare a public road as a controlled access road	DERI, MCAP	Power of coordinating road authority and sch 2 also applies
s 42(2)	Power to amend or revoke declaration by notice published in Government Gazette	DERI, MCAP	Power of coordinating road authority and sch 2 also applies
s 42A(3)	Duty to consult with Head, Transport for Victoria and Minister for Local Government before road is specified	DERI, MCAP	Where Council is the coordinating road authority If road is a municipal road or part thereof
s 42A(4)	Power to approve Minister's decision to specify a road as a specified freight road	DERI, MCAP	Where Council is the coordinating road authority If road is a municipal road or part thereof and where road is to be specified a freight road
s 48EA	Duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	DERI, MCAP	Where Council is the responsible road authority, infrastructure manager or works manager
s 48M(3)	Function of consulting with the relevant authority for purposes of developing guidelines under s 48M	DERI, MCAP	

Bayside City Council

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 49	Power to develop and publish a road management plan	ND	
s 51	Power to determine standards by incorporating the standards in a road management plan	ND	
s 53(2)	Power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	DERI, MCAP	
s 54(2)	Duty to give notice of proposal to make a road management plan	DERI, MCAP	
s 54(5)	Duty to conduct a review of road management plan at prescribed intervals	DERI, MCAP	
s 54(6)	Power to amend road management plan	DERI, MCAP	
s 54(7)	Duty to incorporate the amendments into the road management plan	DERI, MCAP	
s 55(1)	Duty to cause notice of road management plan to be published in Government Gazette and newspaper	DCS, DERI, MCAP, GM	

Bayside City Council

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 63(1)	Power to consent to conduct of works on road	DERI, MCAP	Where Council is the coordinating road authority
s 63(2)(e)	Power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency	DERI, MCAP	Where Council is the infrastructure manager
s 64(1)	Duty to comply with cl 13 of sch 7	DERI, MCAP	Where Council is the infrastructure manager or works manager
s 66(1)	Power to consent to structure etc	DERI, MCAP	Where Council is the coordinating road authority
s 67(2)	Function of receiving the name & address of the person responsible for distributing the sign or bill	D CPA, DERI, MAP, MCAP	Where Council is the coordinating road authority
s 67(3)	Power to request information	D CPA, DERI, MAP, MCAP	Where Council is the coordinating road authority
s 68(2)	Power to request information	D CPA, DERI, MAP, MCAP	Where Council is the coordinating road authority

Bayside City Council

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 71(3)	Power to appoint an authorised officer	DCPA, DERI, MAP, MCAP	
s 72	Duty to issue an identity card to each authorised officer	DCPA, DERI, MAP, MCAP	
s 85	Function of receiving report from authorised officer	DCPA, DERI, MAP, MCAP	
s 86	Duty to keep register re s 85 matters	DCPA, DERI, MAP, MCAP	
s 87(1)	Function of receiving complaints	DERI, MCAP	
s 87(2)	Duty to investigate complaint and provide report	DERI, MCAP	
s 96	Power to authorise a person for the purpose of instituting legal proceedings	DERI, MCAP	
s 112(2)	Power to recover damages in court	DERI, MCAP	

Bayside City Council

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 116	Power to cause or carry out inspection	DERI, MCAP	
s 119(2)	Function of consulting with the Head, Transport for Victoria	DERI, MCAP	
s 120(1)	Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)	DERI, MCAP	
s 120(2)	Duty to seek consent of the Head, Transport for Victoria to exercise road management functions before exercising power in s 120(1)	DERI, MCAP	
s 121(1)	Power to enter into an agreement in respect of works	DERI, MCAP	
s 122(1)	Power to charge and recover fees	DERI, MCAP	
s 123(1)	Power to charge for any service	DERI, MCAP	
sch 2 cl 2(1)	Power to make a decision in respect of controlled access roads	DERI, MCAP	
sch 2 cl 3(1)	Duty to make policy about controlled access roads	DERI, MCAP	

Bayside City Council

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 2 cl 3(2)	Power to amend, revoke or substitute policy about controlled access roads	DERI, MCAP	
sch 2 cl 4	Function of receiving details of proposal from the Head, Transport for Victoria	DERI, MCAP	
sch 2 cl 5	Duty to publish notice of declaration	DERI, MCAP	
sch 7 cl 7(1)	Duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve	DERI, MCAP	Where Council is the infrastructure manager or works manager
sch 7 cl 8(1)	Duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	DERI, MCAP	Where Council is the infrastructure manager or works manager
sch 7 cla 9(1)	Duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	DERI, MCAP	Where Council is the infrastructure manager or works manager responsible for non-road infrastructure

Bayside City Council

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 7 cl 9(2)	Duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	DERI, MCAP	Where Council is the infrastructure manager or works manager
sch 7 cl 10(2)	Where Sch 7 cl 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	DERI, MCAP	Where Council is the infrastructure manager or works manager
sch 7 cl 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works	DERI, MCAP	Where Council is the coordinating road authority
sch 7 cl 12(3)	Power to take measures to ensure reinstatement works are completed	DERI, MCAP	Where Council is the coordinating road authority
sch 7 cl 12(4)	Duty to ensure that works are conducted by an appropriately qualified person	DERI, MCAP	Where Council is the coordinating road authority
sch 7 cl 12(5)	Power to recover costs	DERI, MCAP	Where Council is the coordinating road authority
sch 7 cl 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to sch 7 cl 13(2)	DERI, MCAP	Where Council is the works manager

Bayside City Council

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 7 cl 13(2)	Power to vary notice period	DERI, MCAP	Where Council is the coordinating road authority
sch 7 cl 13(3)	Duty to ensure works manager has complied with obligation to give notice under sch 7 cl 13(1)	DERI, MCAP	Where Council is the infrastructure manager
sch 7 cl 16(1)	Power to consent to proposed works	DERI, MCAP	Where Council is the coordinating road authority
sch 7 cl 16(4)	Duty to consult	DERI, MCAP	Where Council is the coordinating road authority, responsible authority or infrastructure manager
sch 7 cl 16(5)	Power to consent to proposed works	DERI, MCAP	Where Council is the coordinating road authority
sch 7 cl 16(6)	Power to set reasonable conditions on consent	DERI, MCAP	Where Council is the coordinating road authority
sch 7 cl 16(8)	Power to include consents and conditions	DERI, MCAP	Where Council is the coordinating road authority
sch 7 cl 17(2)	Power to refuse to give consent and duty to give reasons for refusal	DERI, MCAP	Where Council is the coordinating road authority

Bayside City Council

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 7 cl18(1)	Power to enter into an agreement	DERI, MCAP	Where Council is the coordinating road authority
sch7 cl 19(1)	Power to give notice requiring rectification of works	DERI, MCAP	Where Council is the coordinating road authority
sch 7 cl 19(2) & (3)	Power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	DERI, MCAP	Where Council is the coordinating road authority
sch 7 cl 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	DERI, MCAP	Where Council is the coordinating road authority
sch 7A cl 2	Power to cause street lights to be installed on roads	DERI, MCAP	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road
sch 7 cl 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road	DERI, MCAP	Where Council is the responsible road authority
sch 7A cl 3(1)(e)	Duty to pay installation and operation costs of street lighting - where road is a service road on an arterial road and adjacent areas	DERI, MCAP	Where Council is the responsible road authority

Bayside City Council

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 7A cl (3)(1)(f)	Duty to pay installation and percentage of operation costs of street lighting - for arterial roads in accordance with cls 3(2) and 4	DERI, MCAP	Duty of Council as responsible road authority that installed the light (re: installation costs) and where Council is relevant municipal council (re: operating costs)

Planning and Environment Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r.6	function of receiving notice, under section 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	SPC, DCPA, MDS	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.
r.21	power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under section 54 of the Act	PSP, SP, SSP, SPC, DCPA, MDS	
r.25(a)	Duty to make copy of matter considered under section 60(1A)(g) in accordance with the public availability requirements	PSP, SP, SSP, SPC, DCPA, MDS	Where Council is the responsible authority
r.25(b)	Function of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty to make the	PSP, SP, SSP, SPC, DCPA, MDS	Where Council is not the responsible authority but the relevant land is within Council's municipal district

Bayside City Council

Planning and Environment Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	document available in accordance with the public availability requirements		
r.42	function of receiving notice under section 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application	PSP, SP, SSP, SStratP, StratP, SPC, StratPC, StratPI, DCPA, MDS, MUS	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.

Planning and Environment (Fees) Regulations 2016			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 19	Power to waive or rebate a fee relating to an amendment of a planning scheme	DCPA, MDS, CEO	
r 20	Power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	DCPA, MDS, CEO	
r 21	Duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r 19 or 20	DCPA, MDS, CEO	

Bayside City Council

Road Management (General) Regulations 2016			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 8(1)	Duty to conduct reviews of road management plan	DERI, MCAP	
r 9(2)	Duty to produce written report of review of road management plan and make report available	DERI, MCAP	
r 9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	DERI, MCAP	Where Council is the coordinating road authority
r.10	Duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under s 41 of the Act	DERI, MCAP	
r 13(1)	Duty to publish notice of amendments to road management plan	DERI, MCAP	where Council is the coordinating road authority
r 13(3)	Duty to record on road management plan the substance and date of effect of amendment	DERI, MCAP	
r 16(3)	Power to issue permit	DERI, MCAP	Where Council is the coordinating road authority
r 18(1)	Power to give written consent re damage to road	DERI, MCAP	Where Council is the coordinating road authority
r 23(2)	Power to make submission to Tribunal	DERI, MCAP	Where Council is the coordinating road authority

Bayside City Council

Road Management (General) Regulations 2016			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 23(4)	Power to charge a fee for application under s 66(1) Road Management Act	DERI, MCAP	Where Council is the coordinating road authority
r 25(1)	Power to remove objects, refuse, rubbish or other material deposited or left on road	DERI, MCAP	Where Council is the responsible road authority
r 25(2)	Power to sell or dispose of things removed from road or part of road (after first complying with regulation 25(3))	DERI, MCAP	Where Council is the responsible road authority
r 25(5)	Power to recover in the Magistrates' Court, expenses from person responsible	DERI, MCAP	

Road Management (Works and Infrastructure) Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 15	Power to exempt a person from requirement under cl 13(1) of sch 7 of the Act to give notice as to the completion of those works	DERI, MCAP	Where Council is the coordinating road authority and where consent given under s 63(1) of the Act
r 22(2)	Power to waive whole or part of fee in certain circumstances	DERI, MCAP	Where Council is the coordinating road authority

Bayside City Council

Additional Internal Delegations

Domestic Animals Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s.41A(3)	Power to revoke a declaration made under s.41A(91)	LLPC, MAP	
s.41B(1)	Duty to notify the owner	LLPC, MAP	
s.41C	Duty to give notice of a menacing dog declaration to owner	LLPC, MAP	

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
S.19(1) and (2)	Order directing premises be cleaned, or steps taken to ensure food is safe etc, on being satisfied about unsatisfactory nature of the food premises or food.	EHC, EHO, SEHO	
s.19(4)(c)	Duty to notify the registration authority of the making of the order and any appeal and the outcome of the appeal.	EHC, DCPA, MAP, CEO	If section 19(1) applies and if the council is not the registration authority
s.19(4)(b)	Duty to notify the Department of the making of the order	EHC, DCPA, MAP, CEO	If section 19(1) applies
s.19H(4)(b)	Specify the range of frequencies and intervals for assessment or audit that may be applied to	EHC, DCPA, MAP	Where council is the registration authority

Bayside City Council

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	a specific premises, instead of the default requirements.		
s.19H(5)(a) & (5)(b)	Duty to take into account (a) the food safety performance of the food business; and (b) any guidelines issued by the Secretary in determining the frequency and intervals of the assessments and audits.	EHC, DCPA, MAP	Where council is the registration authority
s.19I	Duty to conduct a food safety assessment as required under Section 19H	EHC, EHO, SEHO	Subject to section 19J Where council is the registration authority
s.19IA(2)	Duty to give written notice to proprietor if food safety requirements or section 19DC(2) have not been complied with unless subsection (3) applies.	EHC, EHO, SEHO, MAP	Where council is the registration authority
s.19N	Function of receiving information from a food safety auditor	EHC, EHO, SEHO, MAP	Where council is the registration authority
s.38(3)	Duty to consult with the Secretary about the proposed exemption under section 38(2)	EHC, SEHO, DCPA, MAP	
s.38AA(2)	Function of being notified of operation	EHC, EHO, SEHO	Where council is the registration authority

Bayside City Council

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s.38AA(4)	Duty to determine whether the food premises are exempt from the requirement of registration	EHC, EHO, SEHO	Where council is the registration authority
s.38B(1)(c)	Duty to inspect premises	EHC, EHO, SEHO, MAP	Where council is the registration authority
s.38E(1)(c)	Function of assessing the requirement for a food safety program	EHC, EHO, SEHO	Where council is the registration authority
s.38E(3)(a)	Function of receiving certificates	EHC, EHO, SEHO	Where council is the registration authority
s.38F(3)(a)	Duty to note the change to the classification of the food premises on the certificate of registration	EHC, EHO, SEHO, MAP	Where council is the registration authority
s.39(3)	Duty to inspect within 3 months before renewal of registration in circumstances in section 39(3)(a)-(d) apply	EHC, EHO, SEHO, MAP	Where council is the registration authority
s.40D(2)	Duty to specify how long a suspension is to last under s.40D(1)	EHC, DCPA, MAP	Where council is the registration authority
s.43(1) and (2)	Duty to maintain records of the prescribed particulars and orders in force under Part III	EHC, MAP	Where council is the registration authority

Bayside City Council

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s.43(3)	Duty to make available information held in records, free of charge, on request	EHC, MAP	Where council is the registration authority

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s.17(1)	Duty to register public road in public roads register	DERI, MCAP	Where council is the coordinating road authority
s.48N	Duty to notify the Secretary of the location of the bus stopping point and the action taken by council.	DERI, MCAP	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s.31	Duty to submit adopted amendment to Minister and, if applicable, details under section 19(1B)	StratPC, DCPA, MUS	
s.52(1A)	Power to refuse an application	SPC, DCPA, MDS	Council Resolution 11/04 Refusal of application where inadequate information is submitted, or where the application is clearly contrary to policy.
s.59(1)	Power to decide on an application	PSP, SPC, DCPA, MDS	In respect of a decision to grant a permit with or without conditions or a Notice of Decision with or without conditions. This power cannot be exercised in relation to:

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			<p>Any application 'called in' by a Councillor.</p> <p>An application where more than three or more objections have been received and Council officers are recommending for a notice of decision to grant a permit. Noting that multiple objections from persons residing at one address shall be considered as a single objection for the purpose of the delegation.</p>
s.59(2)	Power to decide on an application as soon as it gets the last of the replies from referral authorities	PSP, SPC, DCPA, MDS	<p>In respect of a decision to grant a permit with or without conditions or a Notice of Decision with or without conditions. This power cannot be exercised in relation to:</p> <p>Any application 'called in' by a Councillor.</p> <p>An application where more than three or more objections have been received and Council officers are recommending for a notice of decision to grant a permit. Noting that multiple objections from persons residing at one address shall be considered as a single objection for the purpose of the delegation.</p>
s.59(3)(a)	Duty for a decision to not be made on any other case until the end of the prescribed period allowed by the Minister under s56	PSP, SPC, DCPA, MDS	

Bayside City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s.96H	Power to give notice in compliance with Minister's direction	DCPA, MDS, MUS	
s.125	Power to apply for an injunction restraining a person from contravening an enforcement order or interim enforcement order.	IC, DCPA, MAP, MDS	
Bayside Planning Scheme	Authority to determine Secondary consent where the consent relates to permits issued at the direction of VCAT or where retrospective consent is sought.	ND	Not Delegated (Cnl Res 4.12 - 21/11/17)
Bayside Planning Scheme	Authority to determine a Development Plan or an amendment to a Development Plan submitted in response to the Development Plan Overlay.	ND	

10.10 CONTRACT CON/23/83 BRIGHTON TOWN HALL HVAC UPGRADE AND WORKS

Environment, Recreation and Infrastructure - Project Services
File No: PSF/24/104 – Doc No: DOC/24/71920

In accordance with Chapter 2, Section 61(a) of Council's Governance Rules, Requests to be Heard are not permitted to this item as the report is a Tender Report relating to the awarding of a contract.

Executive summary

Purpose and background

This report seeks Council approval to appoint a suitably qualified, experienced and registered contractor to undertake the Brighton Town Hall HVAC Upgrade and Works under Contract CON/23/83.

Brighton Town Hall (BTH), located at the corner of Carpenter and Wilson Streets, Brighton, was built in the 1830s. It is a building with great historical significance. The building comprises several spaces occupied by various user groups including:

- Bayside Art Gallery
- Brighton Theatre Group
- Brighton Art Society
- Brighton Historical Society
- Council Public Spaces

The current mechanical heating, ventilation, and air-conditioning (HVAC) system and associated works was installed over 30 years ago. An audit report on the existing HVAC equipment demonstrates that the system is not operating efficiently nor meeting the needs and requirements of the various user groups, including the Gallery space which requires both temperature and humidity control to enable exhibition of many collections. The only way to meet the needs of the users is to replace and upgrade the system.

Haskell Architects and BRT Consulting Pty Ltd have prepared the HVAC upgrade design and drawings which is attached with the tender package to assist with the preparation of tender submission. The tender will be a lump sum tender.

The scope of works includes replacement of the existing chiller with a new chiller that would service five large spaces: the two Art Gallery Spaces; Theatre; Art Society; and the Historical Society. A new heat pump will be installed for heating the same spaces. It is proposed to retain the existing gas hot water boiler for providing heating to the Town Hall.

Options to heat and cool the Town Hall space were considered, but due to the indicative cost of the work required and size of equipment, upgrades to the HVAC system in the Town Hall have been excluded from this project. There is provision in the current upgrade option to remove the gas heated boiler and provide heating to Town Hall using electrical power. The indicative cost of this work is approximately \$250,000 and is excluded from this scope of works. To provide full heating and cooling to Town Hall would require another heat pump and a bigger chiller at a significant higher cost (in the order of approximately \$800k).

No planning permit is required to deliver the contracted works, but a building permit has been obtained and comments of building surveyor considered in the design.

The work will need to be planned and delivered in such a way that the agreed schedule is adhered to and completed spaces of the building handed over to the building users on time.

Upon the award of contract, the successful contractor would need to provide a detailed schedule incorporating all HVAC, building, mechanical and electrical works.

An indicative timeframe for completing HVAC works is 6 months from commencement. It is estimated that after awarding the contract, a lead time of up to 3 months is required to procure all major HVAC parts including the specified chiller and heat pumps. All preparatory and external works would first need to be undertaken without disconnecting the existing HVAC system so that the inconvenience to the existing building users is minimised. Art Gallery works would need to be completed within the specified period of 25 October 2024 to 28 April 2025. The HVAC works to other parts of the building can be undertaken concurrently or separately whichever is the most effective and efficient way of undertaking this project.

Key issues

A public tender was released on 3 February 2024 and closed on 1 March 2024 with submissions received from the following companies:

1. O'Neills Design & Construction Pty. Ltd
2. Entire Service & Maintenance Pty Ltd
3. Airkorp Australia Pty Ltd.

Each submission was reviewed by the Tender Evaluation Panel (TEP) against predetermined criteria. The result of the analysis can be found in Confidential Attachment 1: Evaluation Matrix. During evaluation and clarifications.

Airkorp Australia's tender bid was found to be non-conforming as it did not provide a price for all aspects of the scope of works.

The tender evaluation panel reviewed the pricing and supporting documents of the other two tenders and sought further clarifications. Based on the tender submission and further information provided, the tender evaluation panel completed the final scoring and recommends that the tender submission of Entire Service & Maintenance Pty Ltd (Entire) for a lump sum amount of \$ 1,600,270.00 (excl. GST) be accepted. Entire has demonstrated competence to deliver a project of this size and complexity, providing a clear methodology which addressed the project complexities and displayed a deep appreciation of the project priorities.

At interview, Entire demonstrated a strong understanding of the technical requirements of the works and thorough experience with projects of this scale. Entire confirmed that it has the resources to deliver the works within the nominated scheduled timeframe.

As shown in Confidential Attachment 1 – Evaluation Matrix, the Entire tender received the highest score by Tender Evaluation Panel. This evaluation took into consideration several factors which included price, estimated project schedule and risk identification/controls.

Post-tender clarifications were confirmed, resulting in Entire being best placed to undertake the works, and the Tender Evaluation Panel recommends the contract be awarded to Entire Service & Maintenance Pty Ltd.

Recommendation

That Council:

1. awards Contract CON/23/83 Brighton Town Hall HVAC Upgrade and Works to Entire Mechanical Services Pty Ltd (ABN) for the lump sum price of \$1,600,270 excl. GST which is inclusive of \$30,000 as a provisional sum
2. authorises the Chief Executive Officer to sign all necessary documentation related to Contract CON/23/83 Brighton Town Hall HVAC Upgrade and Works
3. advises the unsuccessful tenderers accordingly.

Support Attachments

1. CON2383 Confidential Attachment 1 Evaluation Matrix (separately enclosed)
(confidential)

Considerations and implications of recommendation

Social

Brighton Town Hall is being used by a number of social and community groups. The art gallery requires an upgrade of the climate control systems as it requires specific temperature and humidity control to meet the requirements of many art exhibitions. The theatre group have also been asking for an upgrade of the climate control system for some time. The upgrade of the HVAC system would benefit a number of social network groups and may result in improving the building usage in future.

Natural Environment

During planning and design development consultation took place with Council's Sustainability team and their feedback was considered. The proposed design and specification include replacement of the existing chiller with a new chiller and a heat pump that would be environmentally friendly and result in reduced level of greenhouse emission. Should Council wish to remove the existing gas heated boiler it would be possible to achieve this by changing the current gas heating for the town hall to an electrically heated system at a cost of approximately \$250K at a later date or as a contract variation item.

Climate Emergency

Design of BTH HVAC upgrade aligns with Bayside's declaration of a climate emergency with specific focus on:

- Theme 4 - Transform to a climate responsive built environment.

All new works would be in line with the Council's ESD policy of no gas. The boiler will only be used for the town hall which would be minimal use of gas.

Built Environment

The current HVAC system is almost past its service life and not effective due to one control system controlling the climate of all parts of buildings and lack of humidity and ventilation controls. There is a risk that the system may fail or distract building users from using the building because it does not provide a fit for purpose climate control system and does not address environmental sustainability guidelines.

Customer Service and Community Engagement

From the early stages of planning to detailed design development, the building users have been engaged and their specific requirements considered. Any specific requirements such as protection of assets during upgrade works and specific time requirements have been built into the tender so upgrade works can be planned and carried out accordingly. The successful contractor will undertake further consultation with the stakeholders and prepare a detailed works program to minimise user inconvenience.

Human Rights

The implications of this report have been assessed and are not considered likely to breach or infringe upon the human rights contained in the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

Governance

Officers involved in the preparation of this report have no conflict of interest.

Legal

This Request for Tender was undertaken in accordance with the Bayside City Council's Quotation and Tendering Procedure and section 186 of the *Local Government Act 2020*.

Finance

The approved budget for this project in the 2023–24 financial year is \$1,926,810.00.

The following table summarises the project budget. Note prices are excluding GST.

Cost of this Contract CON/23/73	\$1,600,270.00
Contingencies and other project costs 15%	\$240,040.50.00
Quality assurance – HVAC engineer and Architect	\$86,499.50.00
Total Project Cost (ex GST)	\$1,926,810.00

A 15% contingency is recommended due to the historical nature of building and likely latent conditions that may be encountered during the works.

Links to Council policy and strategy

This project is consistent with the 2021–25 Council Plan as identified under Goal 3 – Our Place, Theme 9 – The Built Environment – We will plan for and implement effective stewardship of all Council assets to ensure our infrastructure is safe, accessible, adaptable and environmentally sustainable to provide high levels of value to our community.

A key objective of this goal is to ensure Infrastructure and assets are sustainable, accessible and fit-for-purpose now and for the future.

10.11 CONTRACT CON/24/7 SUPPLY OF DELIVERED MEALS

Community and Customer Experience - Community Care
File No: PSF/24/94 – Doc No: DOC/24/91598

In accordance with Chapter 2, Section 61(a) of Council's Governance Rules, Requests to be Heard are not permitted to this item as the report is a Tender Report relating to the awarding of a contract.

Executive summary

Purpose and background

The purpose of this report is to appoint a contractor for the supply and delivery of a range of culturally and dietary appropriate nutritious meals under proposed contract CON/24/7.

The Delivered Meals Program assists frail older people, younger people with a disability and the carers of these people who require assistance to remain living independently and safely at home. The program aims to provide clients with nutritious and well-balanced meals suited to their particular dietary and cultural needs. In addition to the meals, Council monitors clients' general physical and emotional wellbeing so that concerns are identified in a timely way and addressed.

After an open tender process in June 2020, Choice Fresh Meals Pty Ltd. was appointed as Council's preferred provider for meal production and distribution from 1 November 2020 until 30 June 2022, including 2 x1 year contract extensions until 30 June 2024.

Council has exhausted all contract extensions.

Key issues

A public request for tender for the production and distribution of meals on behalf of Bayside City Council was advertised in The Age and released through the eProcure system on Saturday 17 February 2024 and closed on Thursday 14 March 2024.

Submissions were received from:

- Choice Fresh Meals Pty Ltd
- Grant's Meals
- EFoodz Pty Ltd
- Ranahans Fine Foods

Following an evaluation process, Choice Fresh Meals has been selected based on the identified selection criteria including cost, scalability, methodology, quality assurance, environmental sustainability and experience in the production and distribution of meals to people living in the community.

Choice Fresh Meals submitted an extensive seasonal menu, strong environmental sustainability initiatives and overall best value for money.

Recommendation

That Council:

1. awards Contract CON/24/7 Supply of Delivered Meals to Choice Fresh Meals Pty Ltd (ABN 28 792 550 753) from 1 July 2024 to 30 June 2027 in accordance with the Schedule of Rates submitted
2. authorises the Chief Executive Officer to sign all necessary documentation related to Contract CON/24/7 Supply of Delivered Meals
3. authorises the Manager Community Care to exercise the contract extension option/s of either 1 x 2 years or 2 x 1 year, subject to satisfactory performance
4. advises the unsuccessful tenderers accordingly.

Support Attachments

1. CON/24/7 Evaluation Report (confidential)
2. CON 24/7 Additional Information (confidential)

Considerations and implications of recommendation

Social

Food provision through the delivered meals program is a critical service that Council undertakes to maintain the health and wellbeing of frail older residents, residents with disabilities and their carers.

Natural Environment

There are no implications for the natural environment.

Climate Emergency

In submitting tender applications, tenderers were assessed on their capacity to both minimise greenhouse gas emissions and reduce vulnerability to the impacts of climate change.

Built Environment

There are no implications for the built environment.

Customer Service and Community Engagement

The community acknowledge the delivered meals program as an important service that Council provides. The capacity to provide clients with a choice of meals empowers them to maintain as much independence and control over their food intake as possible.

Equity Impact

The implications of this report have been assessed and are compliant with the requirements of the *Gender Equality Act 2020*.

Human Rights

The implications of the report have been assessed and are not considered likely to breach or infringe upon, the human rights contained in the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

Governance

Officers involved in the preparation of this report have no conflict of interest.

Legal

This Request for Tender was undertaken in accordance with the Bayside City Council's Quotation and Tendering Procedure and section 186 of the *Local Government Act 1989*.

Finance

The cost of the contract is in accordance with the schedule of rates which provides a cost of each menu item. The volume of meals purchased is driven by service demand.

Links to Council policy and strategy

This contract is consistent with the 2021–25 Council Plan as identified under Goal 2: Our People. It relates to Strategic Objective 2.1 that focuses on ensuring services and programs are adaptable to meet diverse and changing need by partnering with agencies to deliver fit-for-purpose services so all residents can feel safe and live healthy, resilient, active lives at all ages and stages of their life.

10.12 COUNCIL ACTION AWAITING REPORT

Corporate Services - Governance
File No: PSF/24/100 – Doc No: DOC/24/96127

Executive summary

Purpose and background

This report presents to Council a schedule of actions pending for the period to 23 April 2024.

Key issues

This report contains resolutions of Council that require a further report to Council.

Recommendation

That Council notes the Council Action Awaiting Report.

Support Attachments

1. Council Action Awaiting Report - April 2024 ↓

Council Action Awaiting Report

DATE OF MEETING	ITEM	COUNCIL RESOLUTION	DIVISION	COMMENTS/STATUS
24/05/16	10.7	<p><u>Children's Sensory Garden Investigation</u> That Council:</p> <ol style="list-style-type: none"> notes the typical elements of a suburban sensory garden; proposes the CSIRO site is the preferred location for the establishment of a sensory garden in Bayside; seeks community feedback regarding the concept of establishing a sensory garden in Bayside to inform future decisions on this matter; and receives a further report detailing the financial implications associated with the establishment of a sensory garden. 	ERI	<p>A report will be provided to a future Council meeting detailing the implications of including a sensory garden in the planning of the one hectare passive open space in the CSIRO site.</p> <p>The timeline of this report will be subject to the transfer of land (one hectare passive open space) is confirmed and planning can commence.</p>
18/08/20	10.22	<p><u>CONTRACT CON/20/82 Moorabbin West, Hampton East and Sandringham Oval Reconstruction</u> That Council:</p> <p>...</p> <ol style="list-style-type: none"> receives a report at a future meeting detailing the outcomes of a review of the Sportsground Reconstruction Program. 	ERI	<p>A report will be submitted to a future meeting.</p>
20/09/22	10.12	<p><u>Update on the Inquiry into the Protections within the Victorian Planning Framework</u> That Council:</p> <p>...</p> <ol style="list-style-type: none"> receives a further report once the committee's substantive findings and the Government response to the Committee's recommendations and proposed actions are publicly available. 	CPA	<p>A report will be submitted to a future Council Meeting.</p>

DATE OF MEETING	ITEM	COUNCIL RESOLUTION	DIVISION	COMMENTS/STATUS
22/11/22	10.9	<p><u>CONTRACT CON/22/74 Thomas Street, Hampton Reconstruction (Foam Street - Bluff Road)</u> That Council: ... 2. defers consideration of this matter to a future Council Meeting</p>	ERI	A report will be submitted to a future Council Meeting.
20/12/22	10.1	<p><u>Inter War Heritage Study - Next Steps</u> That Council: ... 2. defers the commencement of the Inter-War Heritage Study and the allocation of the relevant funding to the newly elected Council in November 2024 for further consideration at the March 2025 Council Meeting</p>	CPA	A report will be submitted to the March 2025 Council Meeting.
20/12/22	10.8	<p><u>Dendy Street Beach erosion mitigation - Update</u> That Council: 1. undertakes further investigation into the long-term option presented by The Nature Conservancy to address erosion at Dendy Street Beach 2. engages a third-party independent consultant to review and compare all options recommended, including beach amenity and habitat for marine life, and report back to Council at a future meeting.</p>	ERI	A report will be submitted to the June 2024 Council meeting.

DATE OF MEETING	ITEM	COUNCIL RESOLUTION	DIVISION	COMMENTS/STATUS
16/5/23	13.1	<p><u>Notice of Motion - 328 - Community Groups involvement in the planning of Council events</u></p> <p>That Council:</p> <p>.....</p> <p>3. undertakes a critical review of the trial and reports back to Council in June 2024.</p>	ERI	A report will be submitted to the June 2024 Council Meeting.
15/8/23	10.3	<p><u>Road Management Plan review</u></p> <p>That Council:</p> <p>...</p> <p>2. prepares a report for consideration in the 2024–25 budget on the financial and risk implications and community benefits of reducing the threshold from 25mm to 20mm in major activity centres and other pedestrian high traffic areas, such as aged care facilities. The report should also consider other budget allocation models for enhancing pedestrian safety in these areas.</p>	ERI	A report will be prepared for the April 2024 Strategic Issues Discussion.
15/8/23	10.5	<p><u>Investigation into alternatives to glyphosate products for weed and invasive plant control in Bayside</u></p> <p>That Council:</p> <p>...</p> <p>5. receives an annual report to Council on the use of chemicals used in managing public open space</p>	ERI	A report will be submitted to a future Council Meeting.

DATE OF MEETING	ITEM	COUNCIL RESOLUTION	DIVISION	COMMENTS/STATUS
15/8/23	10.8	<p><u>Integrated Transport Strategy - Implementation Progress During 2022-23</u> That Council: ... 2. receives a report on the delivery of the Bayside Integrated Transport Strategy (ITS) during 2023-2024 and the updated Action Plan at the August 2024 Council Meeting.</p>	ERI	A report will be submitted at the August 2024 Council Meeting.
15/8/23	13.1	<p><u>Notice of Motion - 329 - Stray Golf Balls - Brighton Golf Course</u> That Council: ... 3. receives a report at the June 2024 Council meeting on the impacts of the mitigation strategies implemented.</p>	CORP	A report will be submitted at the June 2024 Council Meeting.
19/9/23	10.1	<p><u>Climate Emergency Action Plan - Annual Update</u> That Council: ... 3. receives a report in 2023-24 detailing delivery of Year 4 of the Climate Emergency Action Plan 2020-25</p>	ERI	A report will be submitted at the June 2024 Council Meeting.

DATE OF MEETING	ITEM	COUNCIL RESOLUTION	DIVISION	COMMENTS/STATUS
20/2/24	10.5	<p><u>Public Toilet Strategy Review Engagement</u></p> <p>That Council:</p> <p>...</p> <p>3. receives a report at a future Council meeting with the outcomes of community engagement and the proposed Public Toilet Strategy 2024–28.</p>	ERI	A report will be submitted to a future Council Meeting.
19/3/24	10.4	<p><u>Dendy Beach Visitor Management Plan</u></p> <p>That Council:</p> <p>...</p> <p>2. receives the final VMP for adoption at its 18 June 2024 meeting.</p>	CPA	A report will be submitted at the June 2024 Council Meeting.
19/3/24	10.6	<p><u>Proposal for Council to rejoin the Municipal Association of Victoria</u></p> <p>That Council:</p> <p>...</p> <p>6. receives a further report within the next 12 months (in advance of 1 July 2025) reviewing the level of effectiveness of Council's renewal of its membership to the MAV, including a review of the outcomes sought by Council that have changed and those that have not</p>	CORP	A report will be submitted at or before the March 2025 Council Meeting.

11. Reports by Delegates

1. **Association of Bayside Municipalities** – The Mayor, Cr Fiona Stitfold
2. **Metropolitan Transport Forum** – The Director Environment, Recreation and Infrastructure
3. **Inner South Metropolitan Mayors' Forum** – The Mayor, Cr Fiona Stitfold
4. **South East Councils Climate Change Alliance** – Crs Clarke Martin and The Mayor, Cr Fiona Stitfold

12. Urgent Business

13. Notices of Motion

13.1 NOTICE OF MOTION - 333 - HOMELESSNESS PROTOCOL

Community and Customer Experience - Community and Customer Experience
File No: PSF/24/100 – Doc No: DOC/24/112240

I, Cr Hanna El Mouallem, hereby give notice that I intend to move at the Council Meeting to be held on 23 April 2024 at 6.30pm at the Council Chamber, Civic Centre, Boxshall Street, Brighton the following Notice of Motion:

Motion

That Council:

1. commences work on a homelessness protocol to ensure that those experiencing homelessness in Bayside are monitored, proactively engaged and supported to transition from living and sleeping in public places such as activity centres, parks and open spaces to access suitable support organisations and accommodation
2. until the homelessness protocol is adopted, undertakes work to identify the number and needs of people experiencing homelessness in the municipality; and in partnership with community, Victoria Police and government agencies, provides the support needed to help them transition from staying and sleeping in public spaces into more suitable accommodation and to access other support services.

Cr Hanna El Mouallem

Rationale

Various residents and business owners have raised concerns about the number of homeless people in Bayside, specifically within our retail strips where some people are staying for extended periods of time and sometimes sleeping rough on the footpath. There has been a number of incidents lately (some required police intervention) that indicate that Council needs to work together with housing and social support agencies and Police to extend more help to assist those experiencing homelessness and maintain cleanliness and orderly function of our retail strips and public spaces.

Support Attachments

Nil