



SOUTH MELBOURNE MARKET COMMITTEE

AGENDA

27 AUGUST 2020



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SOUTH MELBOURNE MARKET COMMITTEE SECTION 86 COMMITTEE MEETING

To Committee Members

Notice is hereby given that an Ordinary Meeting of South Melbourne Market Committee will be held online via Webex on Thursday, 27 August 2020 at 6.00pm.

ATTENDING MEMBERS

Joanne Plummer (Chairperson), Andrew Danson (Independent Member), Simon Talbot (Independent Member), Cr Bernadene Voss, Cr Marcus Pearl

ATTENDING OFFICERS

Kylie Bennetts, General Manager City Growth and Organisational Capability; Danielle Bleazby, Director South Melbourne Market; Ross Williamson, Senior Licensing Coordinator; Sophie McCarthy, Business & Events Coordinator

AGENDA

- 1 APOLOGIES**
- 2 MINUTES OF PREVIOUS MEETINGS**
Minutes of the South Melbourne Market Committee of the Port Phillip City Council held on 25 June 2020.
- 3 DECLARATIONS OF CONFLICTS OF INTEREST**
- 4 ACTION ITEMS**
 - 4.1 *Public Action Items*..... 5
- 5 PRESENTATION OF MANAGERS REPORT**
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 - 5.5 *Trader Update*..... 21
- 6 SOUTH MELBOURNE MARKET REPORTS**
- 7 PUBLIC QUESTION TIME**



Nil

8 CONFIDENTIAL MATTERS

- 8.1 *Risk Report*
- 8.2 *Manslaughter Laws Update*
- 8.3 *Risk Register Framework*
- 8.4 *Confidential Manager's Report*
- 8.5 *Confidential Action Items*
- 8.6 *Capital Works and operating project program report*
- 8.7 *SMM Events Objectives Report*
- 8.8 *SMM Retail Strategy - progress update*
- 8.9 *Sale of Business*
- 8.10 *Centre of Deli Aisle Display*
- 8.11 *Licences/Deeds of Surrender for signing*
- 8.12 *Annual Report*
- 8.13 *Committee Calendar: 3 Month Forward Look*
- 8.14 *Strategy in View*

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- 1. APOLOGIES**
- 2. MINUTES OF PREVIOUS MEETINGS**
- 3. DECLARATIONS OF CONFLICTS OF INTEREST**



4. ACTION ITEMS

4.1 PUBLIC ACTION ITEMS

PREPARED BY: DANIELLE BLEAZBY, EXECUTIVE DIRECTOR SOUTH MELBOURNE MARKET

FOR NOTING

1. PURPOSE

1.1 To update the Committee on the progress with outstanding action items.

2. RECOMMENDATION

That the Committee:

2.1 Note the progress on the outstanding public action items.

3. OFFICER DIRECT OR INDIRECT INTEREST

3.1 No officers involved in the preparation of this report have any direct or indirect interest in the matter.

TRIM FILE NO: 56/04/176

ATTACHMENTS 1. SMM Outstanding Public Actions Aug 2020

| | | |
|-----------------------------|--|---|
| Outstanding | Division: | Date From: |
| | Committee: South Melbourne Market Committee | Date To: |
| | Officer: | |
| Action Sheets Report | | Printed: Thursday, 20 August 2020 4:08:43 PM |

| MEETING DATE | ITEM NUMBER | SUBJECT | MOTION | COMMENTS | RESPONSIBLE OFFICER | ESTIMATED COMPLETION | DATE COMPLETED |
|--------------|-------------|------------------------|--|--|---------------------|----------------------|----------------|
| 19/09/2019 | 8.1 | LICENCE RENEWAL POLICY | Design guideline for stall refurbishments to be included in Licence renewal policy | <i>Guidelines have been drafted. Will be submitted for review.</i> | Williamson, Ross | 12/11/2020 | |



5. PRESENTATION OF MANAGERS REPORT

5.1 SMM MANAGER'S REPORT

PREPARED BY: DANIELLE BLEAZBY, EXECUTIVE DIRECTOR SOUTH MELBOURNE MARKET

FOR NOTING

1. PURPOSE

- 1.1 To provide an update to the South Melbourne Market Committee on activities since the last meeting.

2. RECOMMENDATION

That the Committee:

- 2.1 Note the Manager's Report

3. KEY POINT/ISSUES

3.1 Stage 4 Restrictions

- 3.1.1 Stage 4 restrictions have meant we have had to now close our hairdresser and barber, on top of all our General Merchandisers that closed at the commencement of Stage 3.
- 3.1.2 MM have further reduced staffing numbers working on-site and issues Permitted Worker Letters for those working on-site
- 3.1.3 In addition to the Markets COVID-19 Risk Assessment, MM have now developed a COVIDSafe Plan following government guidelines and as a result implemented a staff electronic sign in system that prompts staff and any contractors arriving on-site to answer if they are feeling unwell and are providing a temperature check for all staff and contractors.
- 3.1.4 All traders have been made aware of their obligations regarding staffing and COVIDSafe Plans and have been required to submit their plans to MM to keep on file.

3.2 South Melbourne Direct

3.3

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4. OFFICER DIRECT OR INDIRECT INTEREST

4.1 No officers involved in the preparation of this report have any direct or indirect interest in the matter.

TRIM FILE NO: 56/04/176

ATTACHMENTS Nil

SOUTH MELBOURNE MARKET COMMITTEE

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5.2 PERFORMANCE REPORT

PREPARED BY: DANIELLE BLEAZBY, EXECUTIVE DIRECTOR SOUTH MELBOURNE MARKET

FOR NOTING

1. PURPOSE

- 1.1 To provide the Committee with an update on how the Market is tracking against key performance indicators.

2. RECOMMENDATION

That the Committee:

- 2.1 Note the Market's performance report

3. OFFICER DIRECT OR INDIRECT INTEREST

- 3.1 No officers involved in the preparation of this report have any direct or indirect interest in the matter.

TRIM FILE NO: 56/04/176

ATTACHMENTS 1. SMM KEY PERFORMANCE INDICATORS AUG 2020

Attachment 1: SMM KEY PERFORMANCE INDICATORS AUG 2020

| KEY PERFORMANCE INDICATORS AUG 2020 | | | | | | | |
|---|---|---------------------|-----------|-----------------|--------------|-------------------|---|
| Objective | Measure | Reporting frequency | Baseline | Target | Actual | Status | Notes |
| COMMUNITY | | | | | | | |
| Demonstrate value to our growing community through the effective management, curation and maintenance of this high quality amenity | Visitor numbers | BM | 3.835m | 2% inc annually | | Off Track (major) | Baseline should be the previous year total 5.567m. We finished 2019-20 7.5% down on this figure. July 2020 was 38% down on previous year. |
| | Stallholder Satisfaction with SMM as venue for Stall | A | 83% | 85% | 90% | On Track | Not measured 2020. |
| | Customer Satisfaction measured by CoPP Community Satisfaction Report. | A | 93% | 97% | 93% | On Track | 2020 - 93% (68% very good) 2019 - 93% (65% very good) 2018 - 93% (63% very good) |
| PEOPLE & CULTURE | | | | | | | |
| High performing, healthy, values driven culture with a Community First mindset | SMM Staff Turnover | M | 0.00% | 0.70% | 0% | On Track | |
| | SMM Staff Time Lost due to Injuries | M | 0 | 0 | 0 | On Track | |
| | Customer injuries or near misses | M | TBC | 0 | 0 | On Track | |
| | Vendor injuries or near misses | M | TBC | 0 | 0 | On Track | |
| INTERNAL PROCESS | | | | | | | |
| Efficient & effective organisation | % capacity of Market stalls 76 Gen Merch stalls 29 Eateries 39 Fresh Food stalls | BM | 100% | 100% | 97% at 01/08 | Off Track (Minor) | GM stalls shut after 8 July; 2 food stalls shut |
| | % capacity of Pop-up stalls | BM | 95% | 98% | 0% at 1/08 | Off Track (major) | stalls shut after 8 July |
| Environmental sustainability in a growing community | SMM Potable Water Usage (ml) | Q | 26.612 ML | 26.612ML | 1814KL | On Track | |
| Environmental sustainability in a growing community | % SMM Waste Diverted from Landfill | Q | 65% | 67% | 67% | On Track | |

| | | | | | | | |
|-----------------------|----------------------------------|----------|--|---------------|--|------------------|--|
| <p>Finance</p> | <p>Debtors at 60 and 90 days</p> | <p>M</p> | | <p>90: 0%</p> | <p>90 day - 7 stalls 60 days - 7 stalls:</p> | <p>Off Track</p> | <p>90 day - 7 stalls: debt collection agency seeking to recover \$2,391 (stallholder left 18months ago); one is unwell and wants to sell business (owes \$35,442); one owed \$8,614 and is now on a payment plan - now owes \$7,009; one left owing \$5,700 and is on a payment plan - now owes \$4,579; one owes \$44,796 - is selling; one owes \$5,341 (currently shut). 60 days - 7 stalls: emails sent requesting payment but Council unwilling to take further action in the current environment. State govt directive requires 12-24 month payment plans.</p> |
|-----------------------|----------------------------------|----------|--|---------------|--|------------------|--|

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5.3 MARKET ATTENDANCE REPORT

PREPARED BY: SOPHIE MCCARTHY, BUSINESS AND EVENTS COORDINATOR

FOR NOTING

1. PURPOSE

- 1.1 To provide the Committee with analysis of attendance at South Melbourne Market.

2. BACKGROUND

- 2.1 The visitor numbers are monitored by a people counting program to determine total foot traffic and average foot traffic by trading day.

3. RECOMMENDATION

That the Committee:

- 3.1 Note the attendance report.

4. KEY POINT/ISSUES

4.1 End of Financial Year 2019-20

- 4.2 The Market welcomed 5,151,854 visitors from July 2019 to June 2020. Mainly due to the effects of COVID-19 this is a decrease of 7.5% on the 2018-19 visitor numbers.

- 4.3 As the number of trading days per month varies, we also track the average visitor numbers by trading day. These figures show that visitors on each trading day decreased by an average of 6.9% from 2018-19.

- 4.4 July 2019 – February 2020: Year to date figures for end February 2020 showed the Market's visitor numbers were 3.1% up on the previous year.

Wednesday were up 9% on the previous year as the Night Market moved to a Wednesday for 5 weeks through January / February and visitor numbers were included in the count.

Friday was 2% up, with Saturday and Sunday visitor numbers similar to the previous year.

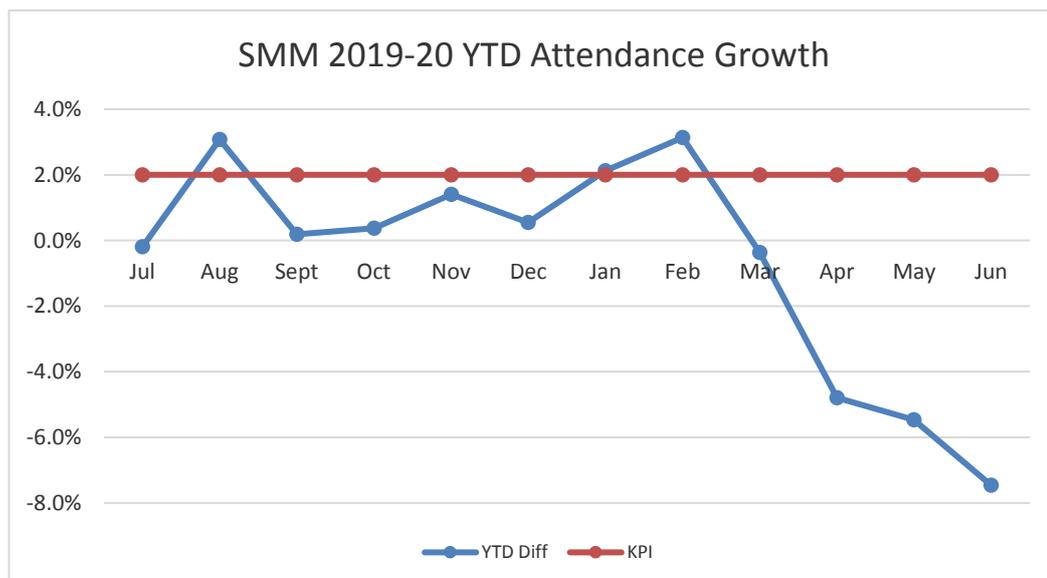
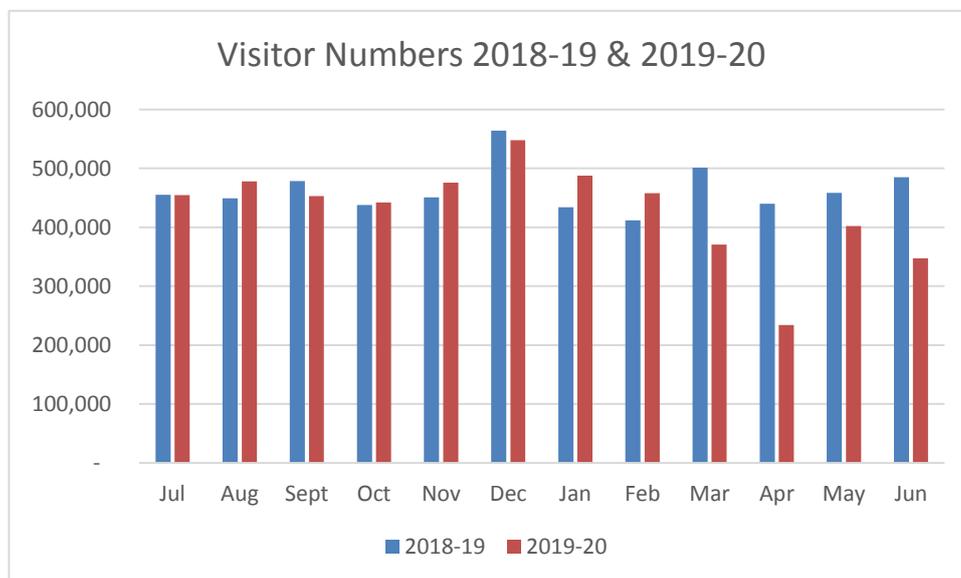
SOUTH MELBOURNE MARKET COMMITTEE

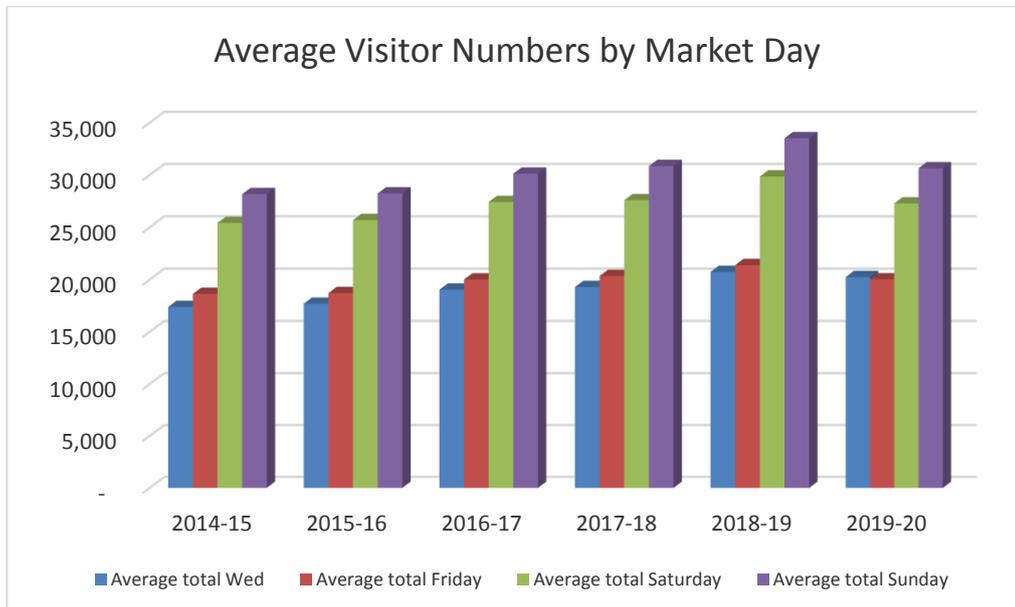
27 AUGUST 2020



4.5 March – June 2020: COVID-19:

- March 2020 visitor numbers were 26% down on 2019;
- April visitor numbers were 47% down;
- May recorded 12% fewer visitors;
- June visitor numbers finished 28% down.

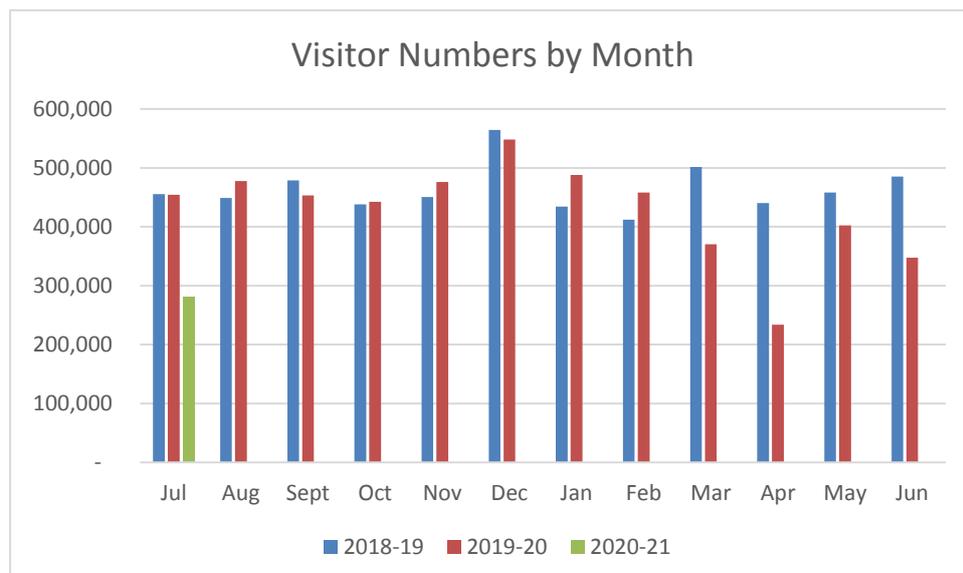




4.6 2020-21

4.7 July 2020:

4.7.1 The number of visitors in July (281,044) were 38% down on July 2019 visitor numbers due to COVID-19 and the ensuing government restrictions that particularly affected Victoria.



SOUTH MELBOURNE MARKET COMMITTEE

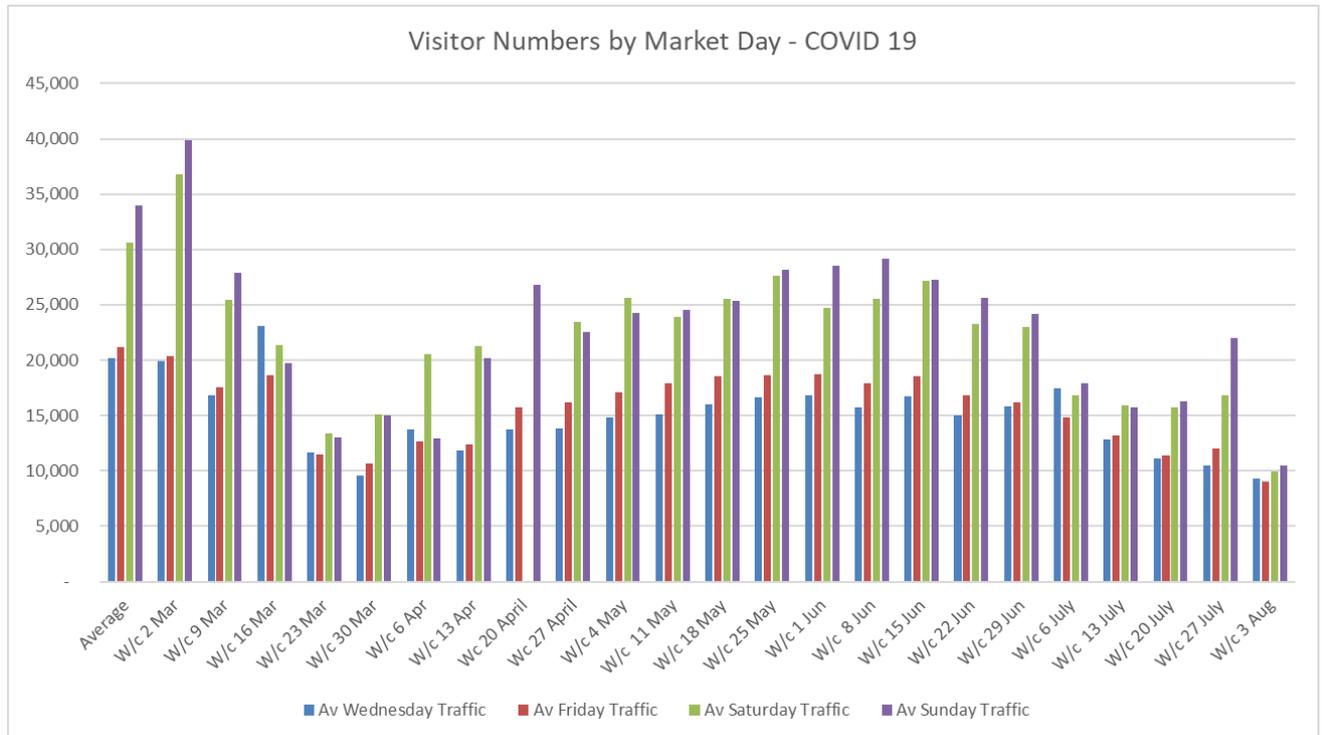
27 AUGUST 2020



4.7.2 The average number of visitors by Market Day was also significantly lower this July than July 2019:

- Wednesday -34.9%
- Friday -38.8%
- Saturday -42.6%
- Sunday -46%

4.7.3 COVID-19 is also severely affecting visitor numbers in August due to Stage 4 restrictions. The following graph shows the affect that the pandemic is having on the Market visitation with Stage 4 hitting the Market hardest.



5. OFFICER DIRECT OR INDIRECT INTEREST

5.1 No officers involved in the preparation of this report have any direct or indirect interest in the matter.

TRIM FILE NO: 56/04/176

ATTACHMENTS Nil



5.4 **FINANCE REPORT**

PREPARED BY: DANIELLE BLEAZBY, EXECUTIVE DIRECTOR SOUTH MELBOURNE MARKET

FOR NOTING

1. PURPOSE

1.1 To inform the Committee about the Market's financial performance.

2. RECOMMENDATION

That the Committee:

2.1 Note the finance report.

3. KEY POINT/ISSUES

3.1 Income

3.1.1 Impact of COVID-19 Relief package was \$780,000 which was unbudgeted and equates to 83% of the total income shortfall

3.1.2 Reduction of car parking revenue was a result of lower visitation to the Market

3.1.3 NEFF Kitchen closure resulted in a \$119,000 shortfall on budget

3.1.4 Other income shortfalls were due to Night Market losses, not realising sponsorship targets and a reduction in ATM fee commissions due to people using less cash throughout the pandemic.

3.2 Expenditure

3.2.1 Savings to Marketing and advertising were made to attempt to reduce the impact of COVID-19 related expenses

3.2.2 Contract payments ended the year significantly over budget due to; new cleaning contract final tender costs \$179,000 above budget, additional security costs required for events and other, Electrical maintenance costs \$59,000 above budget due to aging infrastructure



and safety requirements, additional pest control measures recouped from trader fees

- 3.2.3 Professional services were unfavourable due to the provision for Acting Market Manager costs which was unbudgeted.
 - 3.2.4 The Utilities, Insurance, Taxes and Levies overrun was due to the electrical costs budget being set based on expectations that the new solar panels would reap significant costs savings. The solar panels were installed later than expected so savings didn't commence until the second half of the year and the resultant savings have not been as big as anticipated by the original budget.
 - 3.2.5 Land Tax came in overbudget because the original budget was set too low. This has been rectified in the 20/21 budget.
 - 3.2.6 Unanticipated costs of Bad and doubtful debts, Loss on Disposal of Assets & Capital Reclassification and Capital Reclassified as an Operating Expense totalling \$425,000, have all contributed to a negative bottom-line result.
 - 3.2.7 Lastly COVID-19 related additional expenses of cleaning, security, signage, etc totalled \$178,000 and of course weren't anticipated when setting the budget
- 3.3 The net result loss of \$1,933,000 is unfortunate. Majority of this loss could not have been anticipated when the original 19/20 budget was set.

4. INDIRECT INTEREST

- 4.1 No officers involved in the preparation of this report have any direct or indirect interest in the matter.

TRIM FILE NO:

56/04/176

ATTACHMENTS

1. Full Year Financial Results for South Melb Market @ 30 JUNE 2020

Comprehensive Income Statement - South Melbourne Market as at 30th JUNE 2020

| Full Year Results to 30th June 20 | Prior Yr. | Current Year (Full Year Results) | | | Variance | | | 2019-20 Full Year | | | Actual vs Budget Variance | |
|---|-------------------|----------------------------------|-------------------|-------------------|----------------|---------------|----------------|-------------------|-------------------|-------------------|---------------------------|--|
| | Actual | Actual | Forecast | Budget | | | | Forecast | Budget | Variance | | |
| | 2018/19 \$'000 | 2019/20 \$'000 | 2019/20 \$'000 | 2019/20 \$'000 | 2018/19 % | Forecast % | Budget % | 2019/20 \$'000 | 2019/20 \$'000 | 2019/20 \$'000 | 2019/20 \$'000 | |
| Income | | | | | | | | | | | | |
| Licence Fees | 6,366 | 6,664 | 6,456 | 6,436 | 4.7% | 3.2% | 0.3% | 6,456 | 6,436 | 20 | 228 | |
| Less Covid 19 Rent Relief Package | | (780) | (875) | - | | | | (875) | - | (875) | (780) | |
| Parking fees | 581 | 435 | 430 | 600 | (25.1%) | 1.2% | (28.3%) | 430 | 600 | (170) | (165) | |
| Cooking School Income | 266 | 107 | 81 | 226 | (59.8%) | 32.1% | (64.2%) | 81 | 226 | (145) | (119) | |
| Other income | 235 | 253 | 249 | 357 | 7.5% | 1.7% | (30.4%) | 249 | 357 | (108) | (104) | |
| Total Income | 7,449 | 6,679 | 6,341 | 7,619 | (10.3%) | 5.3% | (16.8%) | 6,341 | 7,619 | (1,278) | (940) | |
| Expenses | | | | | - | - | - | | | | | |
| Employee costs | 1,561 | 1,594 | 1,554 | 1,555 | (2.1%) | 2.5% | (0.0%) | 1,554 | 1,555 | 1 | (39) | |
| Advertising, Events and Publicity | 580 | 529 | 562 | 616 | 8.8% | 6.2% | 9.6% | 562 | 616 | 54 | 87 | |
| Contract Payments | 2,434 | 2,910 | 2,704 | 2,529 | (19.6%) | (7.1%) | (6.9%) | 2,704 | 2,529 | (176) | (381) | |
| Professional Services | 842 | 368 | 309 | 321 | 56.3% | (19.1%) | 3.7% | 309 | 321 | 12 | (47) | |
| Utilities, Insurance, Taxes & Levies | 448 | 401 | 435 | 362 | 10.5% | 7.8% | 20.2% | 435 | 362 | (73) | (39) | |
| Land Tax | 232 | 254 | 258 | 205 | (9.5%) | 1.6% | (25.9%) | 258 | 205 | (53) | (49) | |
| Congestion levy | 268 | 276 | 277 | 277 | (3.0%) | (0.4%) | 0.0% | 277 | 277 | - | 1 | |
| Fire Services levy | 28 | 13 | 13 | 21 | 53.6% | 0.0% | (38.1%) | 13 | 21 | 8 | 8 | |
| Bad and doubtful debts | (1) | 64 | 72 | - | 4588.0% | (11.2%) | 0.0% | 72 | - | (72) | (64) | |
| Depreciation and amortisation | 1,320 | 1,267 | 1,323 | 1,323 | 4.0% | (4.2%) | 0.0% | 1,323 | 1,323 | - | 56 | |
| Loss on Disposal of Assets (Non Cash Item) | - | 222 | - | - | | | | | | | (222) | |
| Capital Reclassified as Operating Expenses | - | 139 | - | - | | | | | | | (139) | |
| Borrowing costs | - | - | - | - | 0.0% | 0.0% | 0.0% | - | - | - | - | |
| Head Office Costs | 130 | 136 | 136 | 136 | (4.6%) | 0.0% | 0.0% | 136 | 136 | - | - | |
| Other expenses | 122 | 261 | 227 | 168 | (113.2%) | (15.0%) | 35.1% | 227 | 168 | (59) | (93) | |
| Additional COVID 19 related expenses | - | 178 | 177 | - | | | | 177 | | (177) | (178) | |
| Total Expenses | 7,964 | 8,612 | 8,048 | 7,513 | (8.1%) | (7.0%) | (7.1%) | 8,048 | 7,513 | (535) | (1,100) | |

| | | | | | | | | | | | |
|---|--------------|----------------|----------------|------------|---------------|----------------|------------------|----------------|------------|----------------|----------------|
| Operating Surplus/(Deficit) for the year | (516) | (1,933) | (1,707) | 106 | 274.9% | (13.3%) | (1707.5%) | (1,707) | 106 | (1,813) | (2,039) |
|---|--------------|----------------|----------------|------------|---------------|----------------|------------------|----------------|------------|----------------|----------------|

| Income Statement Converted to Cash | Prior Yr. | Current Year to date | | | Variance | | | 2019-20 Full Year | | | Actual vs Budget |
|--|--------------|----------------------|----------------|----------------|------------------|-------------|--------------|-------------------|----------------|--------------|------------------|
| | Actual | Actual | Forecast | Budget | Variance | | | Forecast | Budget | Variance | Variance |
| | 2018/19 | 2019/20 | 2019/20 | 2019/20 | 2018/19 | Forecast | Budget | 2019/20 | 2019/20 | 2019/20 | 2019/20 |
| | \$'000 | \$'000 | \$'000 | \$'000 | % | % | % | \$'000 | \$'000 | \$'000 | \$'000 |
| Operating Surplus/ (Deficit) for the year | (516) | (1,933) | (1,707) | 106 | 274.9% | 13.3% | (1707.5%) | (1,707) | 106 | (1,813) | (2,039) |
| Adjustments for non-cash operating items: | | | | | | | | | | | |
| • Add back depreciation | 1,320 | 1,267 | 1,323 | 1,323 | 4.0% | (4.2%) | 0.0% | 1,323 | 1,323 | - | 56 |
| • Add back written-down value of asset disposals | - | 222 | - | - | - | - | - | - | - | - | (222) |
| Adjustments for investing items: | | | | | | | | | | | |
| • Less capital expenditure | (757) | (1,219) | (1,162) | (2,474) | (61.1%) | 4.9% | (53.0%) | (1,162) | (2,474) | 1,312 | 1,255 |
| Cash Surplus/(Deficit) for the Year | 48 | (1,663) | (1,546) | (1,045) | (3584.1%) | 7.6% | 47.9% | (1,546) | (1,045) | (501) | (618) |
| Opening Balance - Cash Surplus | - | - | - | - | - | - | - | - | - | - | - |
| Closing Cash Surplus Balance | 48 | (1,663) | (1,546) | (1,045) | (3584.1%) | 7.6% | 47.9% | (1,546) | (1,045) | (501) | (618) |

| Capital Works | Prior Yr. | Current Year to date | | | Variance | | | 2019-20 Full Year | |
|----------------------------------|------------|----------------------|--------------|--------------|----------------|-------------|--------------|-------------------|--------------|
| | Actual | Actual | Forecast | Budget | Variance | | | Forecast | Budget |
| | 2018/19 | 2019/20 | 2019/20 | 2019/20 | 2018/19 | Forecast | Budget | 2019/20 | 2019/20 |
| | \$'000 | \$'000 | \$'000 | \$'000 | % | % | % | \$'000 | \$'000 |
| South Melb Market Renewal Works | 273 | 280 | 212 | 512 | (3%) | (32%) | (59%) | 212 | 512 |
| Stall Fit Outs | 125 | 215 | 215 | 215 | (72%) | (0%) | 0% | 215 | 215 |
| South Melb Market Solar PV | 86 | 593 | 593 | 547 | (590%) | (0%) | (8%) | 593 | 547 |
| SMM Building Compliance Works | 273 | 54 | 60 | 1200 | 80% | (9%) | 95% | 60 | 1200 |
| SMM Dynamic Parking Signs | 0 | 7 | 7 | 0 | 0% | 3% | 0% | 7 | 0 |
| SMM Public Safety Improvements | 0 | 69 | 75 | 0 | 0% | 0% | 0% | 75 | 0 |
| Total Capital Expenditure | 757 | 1,219 | 1,162 | 2,474 | (61.1%) | 4.9% | 53.0% | 1,162 | 2,474 |

| | Prior Yr. | Current Year (Full Year) | | | | 2019-20 Full Year | |
|---|------------|--------------------------|-----------|------------|----------|-------------------|------------|
| Operating Projects (included in P&L) | Actual | Actual | Forecast | Budget | Variance | Forecast | Budget |
| Sth Melb Market Traffic Study Job | 170 | 7 | 7 | 0 | | 7 | 0 |
| SMM Strategic Business Case Job | 79 | 4 | 4 | 100 | | 4 | 100 |
| South Melb Market Renewal Works (Op EX) | | 139 | 0 | 0 | | 0 | 0 |
| Total Operating Expenditure | 249 | 150 | 11 | 100 | | 11 | 100 |



5.5 **TRADER UPDATE**

PREPARED BY: ROSS WILLIAMSON, SENIOR LICENCING COORDINATOR

FOR NOTING

1. PURPOSE

1.1 To provide an update on what is happening around the Market affecting traders

2. BACKGROUND

2.1 This is a regular update on activity. No determination is required by the Committee.

3. RECOMMENDATION

That the Committee:

3.1 Note the Trader Update

4. KEY POINT/ISSUES

4.1 EOI update

4.1.1 Stall 67 and Stall 78-79 (aisle B)
EOI closed on 10 August – Seven applications all of whom have been pop-up stalls previously.
Interviews via ZOOM conducted with those shortlisted in the week of 17 August with recommendations brought to the meeting for approval.

4.1.2 Stall 90 & 99 (Cecil Street)
The closing date for both EOIs is now end of August.

4.2 Impact of coronavirus

On 8 July all non-food stalls were required, by state government directive, to close.

As of 12 August, 2 of 30 eateries have closed and all 39 fresh food stalls remain open. However, the Stage 4 restrictions introduced on 2 August, in particular, the 5km travel limit, have had a significant effect on attendance.

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The drop in attendance appears to have had a substantial effect on fresh food stalls, who mostly, until now, have only been marginally affected by the COVID-19 lockdowns.

MM therefore expect a big increase in the number of applications for rent relief in August – closing date for applications is 20 August and relief is based on the last 4 weeks trade (last two weeks in July and first two weeks of April) compared with the same period in 2019.

A summary of closures and impact is below – the table will be populated for the meeting, as the information was not available before these papers were distributed:

| Fresh Food stalls | Number (Total 69) | Closed | Applied for relief | >30% drop | >40% drop | >60% drop | >80% drop |
|-------------------|-------------------|--------|--------------------|-----------|-----------|-----------|-----------|
| Eateries | 30 | 2 | | | | | |
| Fresh Food | 39 | 0 | | | | | |

4.2.1 Rent relief from 1 July to end September will provided by Council/SMM as per the table below:

| Turnover impact | Discount (Rent Relief) |
|-----------------------|------------------------|
| 0 to <30% | Not eligible |
| 30% to <40% | 40% |
| 40% to <60% | 60% |
| 60% to <80% | 80% |
| 80% or more or closed | 100% |

4.2.2 The cost of rental concessions for July in terms of lost rental income was **\$241,411**.

4.3 Stallholder health checks

The Licensing Team re-commenced the program of contacting stallholders who were forced to close to check up on them. The team plans to do these every three weeks.

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On Monday 27 and Wednesday 29 July, Victoria Niewalda called 68 GM stallholders and spoke to most. She left messages where she did not get through and has received a response from, or been in text communication with, almost all of those.

She reports that conversations have been longer this time around.

All but one trader has noted how thankful they have been for the support, kindness and communication that SMM has provided. They have remarked upon:

- Consistent communications on email and newsletters
- Phone calls
- Links to all the support and business information
- Availability of the staff to help and assist when needed
- Love for the staff in keeping the Market running during these times of uncertainty
- How very proud they are to be a traders at SMM
- How they have other shops in other locations or have spoken with other retailers outside of SMM and feel very supported because of the work that the team has done

4.4 Care package

The Market sent out a thinking-of-you card and package (chocolate from Atypic) to all the GM stallholders this week.

This has been very well received with lots of positive messages coming back or being posted on Instagram.

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5. OFFICER DIRECT OR INDIRECT INTEREST

5.1 No officers involved in the preparation of this report have any direct or indirect interest in the matter.

TRIM FILE NO: 56/04/176

ATTACHMENTS Nil



6. SOUTH MELBOURNE MARKET REPORTS

Nil

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27 AUGUST 2020



7. PUBLIC QUESTION TIME

Nil



RECOMMENDATION

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

| ITEM | REASON |
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| 1. Risk Report | 89(2)(b). security information, being information that if released is likely to endanger the security of Council property or the safety of any person. |
| 2. Manslaughter Laws Update | 89(2)(e). legal privileged information, being information to which legal professional privilege or client legal privilege applies. |
| 3. Risk Register Framework | 89(2)(b). security information, being information that if released is likely to endanger the security of Council property or the safety of any person. |
| 4. Confidential Manager's Report | 89(2)(a). Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released. |
| 5. Confidential Action Items | 89(2)(h). confidential meeting information, being the records of meetings closed to the public under section 66(2)(a). |
| 6. Capital Works and operating project program report | 89(2)(a). Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released. |
| 7. SMM Events Objectives Report | 89(2)(a). Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released. |
| 8. SMM Retail Strategy - progress update | 89(2)(g(i)). private commercial information, being information provided by a business, commercial or financial undertaking that relates to trade secrets 89(2)(g(ii)). private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage. |
| 9. Sale of Business | 89(2)(h). confidential meeting information, being the records of meetings closed to the public under section 66(2)(a). |

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| 10. Centre of Deli Aisle Display | 89(2)(h). confidential meeting information, being the records of meetings closed to the public under section 66(2)(a). |
| 11. Licences/Deeds of Surrender for signing | 89(2)(h). confidential meeting information, being the records of meetings closed to the public under section 66(2)(a). |
| 12. Annual Report | 89(2)(h). confidential meeting information, being the records of meetings closed to the public under section 66(2)(a). |
| 13. Committee Calendar: 3 Month Forward Look | 89(2)(a). Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released. |
| 14. Strategy in View | 89(2)(a). Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released. |