

City of Port Phillip

Public minutes of meeting 190

South Melbourne Market Committee

Time and date: 6 pm to 9.30 pm, Thursday 7 November 2019

Venue: Food Hall, South Melbourne Market (Public Section), Market Meeting Room, South Melbourne Market (Confidential Section)

Members present

- Jo Plummer (Chair)
- Cr Bernadene Voss
- Simon Talbot (Independent member)
- Cr Marcus Pearl

Officers present

- Mark Edmonds (ME), Acting South Melbourne Market Manager
- Daniel Bleazby (DB), Executive Manager South Melbourne Market Manager
- Sophie McCarthy (SM), Business & Events Coordinator, South Melbourne Market
- Ross Williamson (RW), Senior Licencing Coordinator, South Melbourne Market
- Meagan Scott (MS), Marketing Coordinator, South Melbourne Market

6:00 pm meeting declared open and Welcome to Country.

1. Apologies

Andrew Danson (Independent member)

Adam Mehegan (AM), Operations Co-ordinator, South Melbourne Market

Erin Quin (EQ), Minute taker, Market Officer, South Melbourne Market

2. Confirmation of minutes of previous meeting

Purpose: To approve the minutes of the previous Committee meeting

That the Committee accepted the Minutes of Meeting 188 of the South Melbourne Market Section 86 Committee, held Thursday 19 September 2019, as a true and correct recording of the meeting.

Moved: Bernadene Voss

Seconded: Cr Marcus Pearl

Carried

3. Declarations of conflict of interest

Nil.

4. Manager's Report

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

The Committee noted the Manager's report.

4.1 Performance Scorecard

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

The Committee noted the Market's performance report.

Action: MM to review more appropriate values for the Visitor Numbers KPI.

4.1.1 Attendance

Purpose: To provide the Committee with a further analysis of attendance at the South Melbourne Market

The Committee noted the report.

4.1.2 Sustainability

Purpose: To provide the Committee with a further analysis of the Market's sustainability initiatives.

The Committee noted the sustainability report.

4.2 Financial Performance

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

The Committee noted the finance report.

Actions:

1. MM to review a revised format of the report as per Chairs recommendation and include context. (DO / DB)
2. MM to review the cashflow forecast with a view to having a separate one for SMM from the OCEO overall report. (DO / DB)

4.3 Items for Noting

4.3.1 Licencing Update

Purpose: To provide the Committee with an update on licensing matters

The Committee noted the Licencing update.

4.4 Public Action Items

Purpose: To provide the Committee with an update on Actions from previous Committee meetings

The Committee noted the progress with the outstanding actions.

5. South Melbourne Market Reports

4.1 Performance Scorecard

Nil.

6. Public Question Time

None.

7. Confidential matters

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

7.1 Confidential Items for noting

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

7.2 Confidential Action Items

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

7.3 Confidential Items for Discussion

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

7.4 Confidential Items for Decision

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

Moved: Bernadene Voss

Seconded: Andrew Danson

Carried

(Public meeting closed 6:25pm and Committee relocated to the Market Meeting room. Meeting reopened 6:27pm)

Meeting closed 9:30pm.

Next meeting Thursday 5 December 2019, South Melbourne Market, Food Hall