

ENTERPRISE MARIBYRNONG SPECIAL COMMITTEE

3 March 2020

4.30pm

Functions Room

Level 1

Maribyrnong Council Offices

Corner Hyde and Napier Streets, Footscray

AGENDA

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Agenda Item 5

**CONFIRMATION OF THE MINUTES OF THE PREVIOUS ENTERPRISE
MARIBYRNONG SPECIAL COMMITTEE MEETING - 8 OCTOBER 2019**

Director: Celia Haddock
Director Corporate Services

Author: Lisa King
Manager Governance and Commercial Services

PURPOSE

To present for confirmation, the minutes of the Enterprise Maribyrnong Special Committee Meeting held on 8 October 2019.

ISSUES SUMMARY

- Section 93 of the *Local Government Act 1989* requires Council to keep minutes of each meeting of the Council and Special Committees, and for minutes to be submitted to the next appropriate meeting for confirmation.

ATTACHMENTS

1. Unconfirmed Minutes of the Enterprise Maribyrnong Special Committee Meeting held on Tuesday 8 October 2019

OFFICER RECOMMENDATION

That the Special Committee confirms the minutes of the Enterprise Maribyrnong Special Committee Meeting held on 8 October 2019.

Agenda Item 5**BACKGROUND**

The minutes of meetings remain unconfirmed until the next appropriate meeting of Council.

DISCUSSION/KEY ISSUES**1. Key Issues**

The *Local Government Act 1989* requires Council to confirm its minutes at the next appropriate meeting.

2. Council Policy/Legislation**Council Plan 2017-2021**

This report contributes to Council's strategic objectives contained in the Council Plan 2017-2021 by considering:

- Strong leadership - lead our changing city using strategic foresight, innovation, transparent decision making and well-planned, effective collaboration.

Legislation

Local Government Act 1989

Conflicts of Interest

No officer responsible for, or contributing to, this report has declared a direct or indirect interest in relation to this report.

Human Rights Consideration

This report complies with the rights listed in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

3. Engagement

Not applicable.

4. Resources

Not applicable.

5. Environment

Not applicable.

CONCLUSION

The unconfirmed minutes of the Enterprise Maribyrnong Special Committee Meeting held on 8 October 2019 are presented for confirmation.

Agenda Item 5



Maribyrnong City Council

ENTERPRISE MARIBYRNONG SPECIAL COMMITTEE MINUTES

**Tuesday 8 October, 2019
4.30pm**

**Functions Room
Level 1
Maribyrnong Council Offices
Corner Hyde and Napier Streets, Footscray**

MEMBERSHIP

Mayor, Councillor Martin Zakharov
Councillor Sarah Carter
Councillor Cuc Lam
Celestine Hade (Chair)
Julius Rath
Pradeep Tiwara
Ben Needham
Ying Zhang
Stuart Lucca-Pope
Megan Walker
Kerry O'Neill

To be confirmed at the Enterprise Maribyrnong Special Committee Meeting
to be held on 3 March, 2020

Agenda Item 5**9. COMMENCEMENT OF SPECIAL MEETING AND WELCOME**

The meeting commenced at 4.39pm.

The Chair, Chairperson Celestine Hade made the following acknowledgement statement:

“We acknowledge that we are on traditional lands of the Kulin Nation. We offer our respect to the Elders of these traditional lands, and through them to all Aboriginal and Torres Strait Islander peoples past and present”.

PRESENT

Mayor, Councillor Martin Zakharov
Councillor Cuc Lam
Celestine Hade (Chair)
Pradeep Tiwara
Ben Needham
Ying Zhang
Stuart Lucca-Pope
Megan Walker
Kerry O'Neill

IN ATTENDANCE

Chief Executive Officer, Stephen Wall
Director Corporate Services, Celia Haddock
Director Planning Services, Nigel Higgins
Manager City Business, Katy McMahon
Director Infrastructure Services, Steve Hamilton

10. APOLOGIES

An apology for this meeting was received from Councillor Sarah Carter and Julius Rath.

11. DISCLOSURES OF CONFLICTS OF INTEREST

Nil.

12. PUBLIC QUESTION TIME

Nil.

Agenda Item 5**13. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

The purpose of this report was to present for confirmation, the minutes of the Enterprise Maribyrnong Special Committee Meeting held on 6 August 2019.

Committee Resolution

That the Special Committee confirms the minutes of the Enterprise Maribyrnong Special Committee Meeting held on 6 August 2019.

Moved: Cr Cuc Lam
Seconded: Megan Walker

CARRIED

Ben Needham and Pradeep Tiwari arrived at 4.41pm.

14. OFFICER REPORTS**6.1. Verbal Update - Proposed Kaufland Store**

The purpose of this report was to receive a presentation on the proposed Kaufland Store for Braybrook from James Somlai and Colin Rimmer of Kaufland Pty Ltd.

Committee Resolution

That the Enterprise Maribyrnong Special Committee note the presentation and thank James Somlai and Colin Rimmer for their presentation.

Moved: Kerry O'Neill
Seconded: Cr Martin Zakharov

CARRIED**6.2. Verbal Presentation - 2019/20 Business Improvement District Grant Program and****6.3 Verbal Update: New Business Update**

The purpose of this report was to provide an update on the progress of the 2019/20 Business Improvement District (BID) grant program and to provide a verbal update on new businesses in Maribyrnong.

Committee Resolution

That the Enterprise Maribyrnong Special Committee note the update on the 19/20 Business Improvement District grant program and the new business update.

Moved: Cr Cuc Lam
Seconded: Stuart Lucca-Pope

Agenda Item 5

CARRIED

15. OTHER/URGENT BUSINESS

Julius Rath confirmed he will step down from the Committee. The Committee thanks him for his contribution.

16. SPECIAL MEETING CLOSURE

The Chair, Chairperson Celestine Hade, declared the meeting closed at 5.19pm.

To be confirmed at the Enterprise Maribyrnong Special Committee Meeting
to be held on 3 March, 2020.

Chair, Chairperson Celestine Hade

Agenda Item 6.1**VERBAL PRESENTATION: FOOTSCRAY SMART CITY SOCIAL COHESION**

Director: Nigel Higgins
Director Planning Services

Author: Virginia Howe
Acting Manager City Futures

PURPOSE

To receive a presentations on Smart Cities and Data from Will Downing, Chief Operating Officer Delos Delta and Carlo Meneguzzi, Project Manager, NORTH Link Data Analytics Hub.

ISSUES SUMMARY

Council is delivering the *Footscray Smart Cities for Social Cohesion* (SC²). SC², a collaborative project delivered in partnership with Victoria University (VU), is part of the Footscray University Town initiative. SC² uses smart technology and open data to improve city activation, safety, economic activity, mobility and efficiency. The project will deploy integrated smart technologies to improve city performance and citizen experience.

Council was successful in gaining Federal Government funding of \$400,000 through the Smart Cities and Suburbs funding round 2 to support delivery SC².

Delos Delta work with governments, councils, developers, universities and companies across Australia to promote smart city solutions that improve liveability, sustainability and productivity. Delos Delta has been supporting Maribyrnong Council as expert advisor throughout the SC2 project.

The amount of data available has increased exponentially over recent decades. Many businesses are aware their operations can be improved through data analytics, but do not have the time, knowledge and/or resources to make use of the available data. The NORTH Link Data Analytics Hub was established to provide real value to businesses by understanding the data business collect. Students are matched to local businesses and organisations to work on real business problems to provide tangible solutions.

During their data analytics placement, students tackle a real workplace project. They provide a positive outcome for the business and increase their own employability

ATTACHMENTS

Not applicable

Agenda Item 6.1

OFFICER RECOMMENDATION

That the Enterprise Maribyrnong Special Committee note the presentations and thank Brook Dixon and Carlo Meneguzzi for their presentations.

Agenda Item 6.2**VERBAL PRESENTATION: SMALL BUSINESS FRIENDLY COUNCIL CHARTER**

Director: Nigel Higgins
Director Planning Services

Author: Virginia Howe
Acting Manager City Futures

PURPOSE

To update the committee on the Small Business Friendly Council Charter.

ISSUES SUMMARY

- Small Business Victoria has initiated a charter between councils and Victorian Small Business Commission (VSBC) to create a better environment for small businesses.
- The charter includes six parts outlining Council's commitment to our local small businesses including: infrastructure disruption; networking; approval processes; payments; easy information; and open communication.
- Council endorsed signing of the Small Business Friendly Council Charter Agreement at the Ordinary Council Meeting on 18 February 2020.
- When signing the Charter Agreement local councils are pledging to:
 1. Work with small businesses disrupted by infrastructure projects
 2. Support the creation of small business networks across Victoria
 3. Faster permit approvals processes for small businesses
 4. Prompt payment to small businesses
 5. Easy to read, easy to understand information for Victorian small businesses
 6. Open channels of communication between the VSBC and local councils
- The Small Business Friendly Council - Charter Agreement is an opportunity for the City of Maribyrnong to work with Small Business Victoria to create a better environment for small businesses.

ATTACHMENTS

1. Small Business Friendly Council Charter Agreement

OFFICER RECOMMENDATION

That the Enterprise Maribyrnong Special Committee note the presentation.

Agenda Item 6.2 - Attachment 1



Charter Agreement

Introduction

This Charter is a commitment between your council and the Victorian Small Business Commission (VSBC) to work together to create a fair and competitive trading environment for Victorian small businesses. It also tells you what you can expect as a business owner from your local council and the VSBC. By signing the charter, the VSBC and local councils agree to meet these commitments within 12 months.

Commitments and what you can expect from us

Part 1 | Work with small businesses disrupted by infrastructure projects

The VSBC will:

- a. provide councils with VSBC resources for managing the impacts of disruption
- b. provide dispute resolution services in relevant matters
- c. advocate on behalf of small businesses with authorities who undertake major works
- d. work collaboratively with council to develop practical initiatives that benefit small businesses

Your council will:

- a. refer to the VSBC's [Small Business Engagement Guidelines](#) when planning new works and request that external project managers do the same
- b. provide small businesses with the VSBC's guide for small businesses on [Managing Disruption](#)

Part 2 | Support the creation of small business networks across Victoria

The VSBC and your council will:

- a. distribute the VSBC's guide to building [Stronger Networks](#)
- b. actively engage with small business networks and identify new opportunities for development
- c. include representatives of associations in conversations concerning small businesses

Part 3 | Faster permit approvals processes for small businesses

Your council will:

- a. work towards faster permit approvals for new small businesses. This may mean:
 - i. registering with the Better Approvals Project and completing this as scheduled; or
 - ii. implementing strategies to streamline permit approvals processes for small businesses

Agenda Item 6.2 - Attachment 1

Part 4 | Prompt payment to small businesses

The VSBC will:

- a. raise awareness of the Australian Supplier Payment Code¹ across Victoria to ensure your business is paid within 30 days of issuing an invoice

Your council will:

- a. initiate processes to ensure invoices from small businesses are paid promptly; or
- b. commit to signing up to the Australian Supplier Payment Code to pay small businesses within 30 days

Part 5 | Easy to read, easy to understand information for Victorian small businesses

The VBSC will:

- a. liaise with Small Business Victoria on the development of new resources for your business and communicate requests from your council about what is needed
- b. refer your council to new resources as they are made available

Your council will:

- a. link your business with the resources available at business.vic.gov.au
- b. provide the VSBC Retail Lease Checklist to prospective tenants

Both parties will:

- a. identify opportunities for the development of new resources for your business

Part 6 | Open channels of communication between the VSBC and local councils

The VSBC will:

- a. advocate on behalf of small business when your council notifies VSBC of key issues of concern
- b. work with relevant agencies to progress matters of concern to local councils and small businesses

Your council will:

- a. notify the VSBC of issues affecting local small business communities
- b. refer commercial disputes to the VSBC dispute resolution team as appropriate
- c. provide details of the VSBC's dispute resolution services on its website

¹ Further information on the Australian Supplier Payment Code can be found on the website of the Business Council of Australia | www.bca.com.au

Agenda Item 6.2 - Attachment 1

Additional commitments

Promotion of Initiative

The VSBC will:

- a. provide all participating councils with the Small Business Friendly Council Initiative logo to use in their own materials
- b. provide all participating councils with an animated video promoting the benefits of having a small business friendly council to Victorian small businesses
- c. share success stories and case studies from participating councils in the VSBC eNewsletter and on social media
- d. list all participating councils on the VSBC website

Your council will:

- a. utilise the Small Business Friendly Council Initiative and videos in relevant communications
- b. provide VSBC with case studies and success stories associated with the initiative

Quality assurance and review

The VSBC will:

- a. contact your council 12 months after signing the charter to assess their status on each commitment
- b. review feedback from your council about the value of the charter and modify it as appropriate after 12 months

Your council will:

- a. work towards fulfilling each commitment within the first 12 months of signing the charter
- b. work with the VSBC to amend the charter if required

Agenda Item 6.2 - Attachment 1

Acceptance

On behalf of we agree to the terms outlined in this Charter and agree to implement the Small Business Friendly Council Initiative.

Name
Position
Signature

.....

Date / /

Name Judy O'Connell
Position Victorian Small Business Commissioner
Signature

.....

Date / /

Please provide the contact details for the CEO for your organisation, and the details of a contact person that we can use as matters for discussion arise.

	CEO	Point of contact
Name		
Position		
Phone		
Email		
Postal address		



Agenda Item 6.3**VERBAL PRESENTATION: 2019/20 BUSINESS IMPROVEMENT DISTRICT GRANT PROGRAM**

Director: Nigel Higgins
Director Planning Services

Author: Virginia Howe
Acting Manager City Futures

PURPOSE

To provide an update on the 2019/20 Business Improvement District (BID) Grant program.

ISSUES SUMMARY

The 2019/20 BID grant program awarded funding to six projects led by trader associations and groups of businesses. All BID grant projects are tracking as expected including:

- **Footscray Traders Association (FTA) – *Sustainable Footscray***
 - The FTA have designed and produced reusable bags to be distributed to businesses for use in Footscray. Bags are being distributed in Feb/March.
- **West Footscray Traders Association (WFTA) – *West Footscray on Film***
 - WFTA developed a series of short videos profiling local traders in Barkly Village.
 - Videos were screened at Christmas Carols event in December and Festival of Lights in October.
- **West Wedding Collective**
 - West Wedding Collective have developed a brand and marketing collateral to be distributed throughout the community.
 - Social Media campaign has commenced.
 - Wedding Expo scheduled for May.
- **Seddon Village Traders Association (SVTA)**
 - Christmas community event delivered by SVTA
 - Easter events being developed
 - Cookbook options being researched
- **Yarraville Traders Association (YTA) – *Destination Yarraville***
 - The YTA successfully delivered Halloween and Christmas activations in in 2019 with targeted destination marketing and strong trader involvement.
 - Planning under way to deliver a series of three mini movies showcasing Yarraville.
- **Buckley Street Precinct – *Buckley Street Precinct***
 - Branding developed and delivered
 - Social Media launched

Agenda Item 6.3

The BID program has also supported the Footscray Asian Business Association (FABA) through enhancements to the Lunar New Year programs. Gateway flags, banners, lanterns and decals commemorating the Year of the Rat have decorated the city throughout the Lunar New Year period.

ATTACHMENTS

Not applicable

OFFICER RECOMMENDATION

That the Enterprise Maribyrnong Special Committee note the updates.

Agenda Item 6.4

VERBAL UPDATE: NEW BUSINESS UPDATE

Director: Nigel Higgins
Director Planning Services

Author: Virginia Howe
Acting Manager City Futures

PURPOSE

To provide a verbal update on new businesses in Maribyrnong.

ATTACHMENTS

Not applicable

OFFICER RECOMMENDATION

That the Enterprise Maribyrnong Special Committee note the update.
