



Ordinary Council Meeting Appendices

Tuesday 19 February 2019
Commencing at 7:00pm

Council Chamber
Hobsons Bay Civic Centre
115 Civic Parade, Altona

**HOBSONS
BAY CITY
COUNCIL**



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CHIEF EXECUTIVE OFFICER REPORT ON OPERATIONS

December 2018 and January 2019

Issue 24

Published February 2019

*Presented at the Ordinary Council
Meeting of Council on 12 February 2019*

The CEO Report on Operations is a regular report that is published by the Hobsons Bay City Council.

The purpose of this report is to inform Council and the community of recent issues, initiatives and projects undertaken across Council. The report is provided on a monthly basis.

CEO Update

During December and January, the Chief Executive Officer participated in a number of events, meetings and discussions about a range of matters relevant to Hobsons Bay and the local government sector.

Many of the events and meetings attended by the Chief Executive Officer during this period were related to regional initiatives and collaboration such as:

- A regular meeting with the Chief Executive Officers from the Western Distributor Authority, Transurban and Maribyrnong City Council to discuss key issues affecting our communities as a result of the West Gate Tunnel project.
- Attendance at the LeadWest Board meeting. A Strategic Workshop was held prior to the Board meeting.
- Attendance at a meeting with CEO's from the western region to discuss the advocacy priorities for LeadWest in the lead up to the Federal election in the first half of next year.
- Attendance at the Western Metropolitan Partnership Meeting. Items of interest were the State Government Election outcomes, Jobs and Skills Plan for the West and Waste and Recycling Centre of Excellence.
- Meeting with Stuart Mosely CEO and officers of the Victorian Planning Authority together with Council officers. The meeting was to start the conversation on a possible rezoning of land at the top end of the municipality on Millers Road in Brooklyn to facilitate a future business park.
- Meetings with Council staff and two commercial providers proposing to build waste to energy facilities in Victoria. The facilities aim to divert a significant portion of waste away from landfill and create energy.

Other meetings and events attended by the Chief Executive Officer included:

- Members from the Corporate Management Team interviewed students from Monash Industry Team Initiative (MITI) program 2018/19. The MITI partners multidisciplinary student teams from Monash University with leading Australian and global industry partners. Students collaborate and design innovative solutions to real issues in today's business world. Hobsons Bay City Council will host teams to undertake a specific project over 12 weeks from December to February. Council, together with the University define the requirements for the project and the team required, ensuring that students are exposed to relevant learning opportunities throughout the duration of the experience.
- Attended the launch of Equal Play at Council. The exhibition was a photographic story raising awareness of women and girls in community sport.
- Attended the "Pitch Your Idea" speed dialogue session where 78 community members were in attendance. Residents and community groups were provided the opportunity to pitch an idea recommending specific ideas to be funded in the 2019-20 Budget.
- Met with a recruitment company to discuss the recruitment process for two new Directors and Manager Capital Works.



Aaron van Egmond
Chief Executive Officer

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Delivering for our community

Food for Fines

Hobsons Bay Libraries' 10th annual 'Food for Fines' campaign saw 493 customers donate 1,316 items of non-perishable food to local emergency relief providers in the lead up to Christmas. \$4,970 worth of overdue fines were cleared during the campaign (19 November to 16 December 2018), providing customers the opportunity to clear any late fees while re-engaging with the library's services in a positive way.

Kid Explorer Quest

Libraries continue to support literacy over the summer months with the Kid Explorer Quest, a reading challenge for children. Aliens are lost in our libraries, and brave space explorers are on an astronomical out-of-this-world adventure to read books, solve puzzles, and win prizes throughout summer.

Summer School Holiday program

58 programs were delivered as part of the Summer School Holiday program. Over 1,000 children enjoyed activities from intergalactic 'bad art' making; 3D design; space exploration in the Planetarium Discovery Dome; and the ever-popular native wildlife displays.



Library collections – most requested

December saw over 20,000 loans of physical and digital items, with the top five most requested items being:

1. Becoming by Michelle Obama
2. The lost man by Jane Harper
3. Bridge of Clay by Markus Zusak
4. Normal people by Sally Rooney
5. Any ordinary day by Leigh Sales

Community Grants

The annual Community Grants Celebration was held on 1 December, 2018. Over 100 people represented a wide range of local groups, clubs and organisations who were receiving grant funding for projects to be delivered in 2019 and those who completed projects throughout 2018.

In the 2019 Community Grants program round, Council allocated \$169,526 to 98 community projects. The program includes a \$20,000 contribution from Toyota's Corporate Citizenship Program for equipment and resources. A list of the successful applicants is available on Council's website.

Hobsons Bay City Council 2019 Quick Response Grants open on 4 February 2019 and close on 3 April 2019 or earlier if funds are exhausted.

Each application will be assessed individually and it is expected that the assessment and funding process will take approximately six weeks from the time the application is received.

International Volunteer Day

Volunteers were recognised worldwide on 5 December 2018 with a special focus on local community volunteers who contribute to making their communities more resilient against natural disasters, economic stresses and political shocks. Read first-hand stories from some of the people who are working to make their community a better place and who help build community resilience through volunteering. For more information visit the Council's Volunteer Stories webpage.

Silent Tears

As part of 16 Days of Activism against Gender Based Violence (25 November – 10 December 2018) and International Day of People with Disability (3 December 2018), Council posted six large portraits from the Silent Tears exhibition <http://silenttears.com.au/> in two urban locations; Williamstown (Ferguson Street and Wellington Parade) and Altona (Pier and Blyth Street). The art reveals the lived experience of women with disability who are subjected to violence and women who acquired disability as a result of violence.

Midsumma Westside

Midsumma Westside as a part of Midsumma Festival was launched at Pride of Footscray on 15 January 2019. Hobsons Bay City Council facilitates local activities and events each year as part of Midsumma Festival. Collectively, these events may be found in the Midsumma Westside program or to view the full program visit www.midsumma.org.au



Midsumma Carnival

Midsumma Carnival started on 20 January and marked the beginning of the Midsumma Festival. Western region councils hosted a tent to have a visible presence at the carnival and connect with our local community members. This will provide a sense of belonging, inclusiveness, awareness and visibility for our communities.

Yoga of Stillness

Hobsons Bay UP delivered the Yoga of Stillness program with ten young people engaged over six sessions. The participants advised that they would recommend the program to other young people as they saw the benefits such as increased wellbeing, greater awareness of their bodies, assisted to alleviate stress, improved mental health and 43% said they saw improvements in their sleep. Three young people chose to talk to staff about their own mental health at the end of sessions, none of whom previously knew about the youth counselling service located at Newport Community Hub. One young person self-referred to the counselling service.

Mental Health

A total of 17 young people are currently engaged in the counselling service with 13 currently active. Throughout December 2018, 29 counselling sessions were provided. Nine secondary consultations were delivered and emergency relief was provided to ten young people and their families.

The main presenting issues for young people in December were mental health issues including depression, anxiety and eating disorders (32%), social/relationship issues (15%) and family issues (12%). Currently there is no waiting list.

Youth Digital Engagement Strategy

Hobsons Bay UP has commenced the development of a Youth Digital Engagement Strategy. The strategy will provide direction for digital initiatives and increase engagement, participation and consultation with young people and the community. The strategy will assist Hobsons Bay UP to increase service delivery cost efficiencies and effectiveness, as well as evaluate progress and support continuous improvement. The strategy will provide the missing strategic link between the Hobsons Bay UP Service Plan, Youth Consultation and Engagement Framework and digital engagement tasks, projects and support initiatives. The Youth Digital Engagement Strategy project is currently in community consultation phase to test digital engagement initiatives, platforms and usage across identified youth target audience segments within the municipality. Consultation sessions for young people will occur during January.



Maternal and Child Health (MCH)

There were a total of 106 new infants born to Hobsons Bay families in December 2018. The highest numbers of infants born were in Altona, Newport Gardens, and Seabrook.

**Ordinary Council Meeting
Agenda - Appendices**

Maternal and Child Health (MCH)

The Powlett Street MCH centre in Altona Meadows has started up a group for parents with more than one child who didn't engage with the New Parent's Group the first time around. This group is now running independently with its own Facebook group to help the members' link up with each other.

Immunisations

643 vaccinations were administered during December 2018. Planning is well underway for the busy school immunisation sessions when school returns. There have been a couple of changes to immunisation session venues, with the day time sessions previously conducted at the Altona Civic Centre moving to the new Altona Early Years Hub. The sessions held in the Williamstown MCH centre have now transferred to the Williamstown Library, a much more spacious and comfortable venue for families.

Altona Early Years Hub Open for Business

The doors to the Altona Early Years Hub opened to families on Wednesday 9 January 2019 giving the community access to this modern and vibrant facility.

Strong enrolment numbers indicate a positive interest in this new centre with 152 of the 176 places already secured. A total of 116 local families are accessing the long day care program with 70% of families from the immediate Altona precinct and the remaining 30% from within the municipality. Kindergarten enrolments are also strong, with a second group opened up to meet the demand and set to commence attendance on 4 February 2019. These families are also predominantly from the local community, with 76% from Altona, 10% from Altona Meadows and 14% from Altona North.

In partnership with the service provider ECMS, Council is coordinating the inclusion of other services from the site relevant to young family's needs including Maternal and Child Health and Supported Playgroups.

Council's Facebook page includes the time lapse photography video showing the construction of this new asset to the Hobsons Bay community.
<https://www.facebook.com/HobsonsBayCityCouncil/videos/319177532215317/>

Melbourne University Research Study - social technologies for older people

A research team at Melbourne University is undertaking a study to look at how social robotic companions can foster independence and wellbeing in older people, then asking whether they should. In today's ageing society, more people are living into advanced old age and choosing to live independently at home as they age.

Community Care staff assisted the research team by contacting existing clients who will now participate in the study.

Victorian Healthy Homes Program

Community Care staff have supported Sustainability Victoria's Healthy Homes Program by recruiting participants.

The aim of the Healthy Homes program is to improve the comfort and health of residents in winter and reduce their power bills. The program also aims to measure improvement in health of the participants. Residents who participate may be eligible for energy efficiency and warmth upgrades to their home up to the value of \$3,500.

Sustainability Victoria have provided the following progress information relating to interest and participation from Hobsons Bay residents:

| | |
|--|-----|
| Total Expression of Interest Received | 102 |
| Total number of Households Engaged | 45 |
| Not eligible | 16 |
| Dropped Out / Not Interested | 26 |
| Pending | 15 |
| No. Households Upgraded to Date | 10 |
| Upgrades in progress | 3 |

It is likely that Community Care staff will contact more residents over the next month in order to improve the participation rate.

Delivering for our community

The Substation

The Substation hosted The Orbweavers artists' talk following on from their sellout performances inspired by the waterways of Melbourne's west, created as part of a State Library artist residency.

The first part of the Substation 2019 season commenced with a strong presence for Midsumma and with sold out shows for experimental sound artists William Basinski and Caterina Barbieri.

Heritage and Cultural Collections

Expressions of interest commenced, coordinating people and groups to propose concepts for Heritage Hobsons Bay. Approximately 25 events or programs have been developed and registered for Heritage Hobsons Bay, linked with the National Trust Heritage Festival program, taking place around Australia between 18 April and 19 May 2019.

The Mayor and Councillors hosted an afternoon tea on 20 December 2018 to mark the 50th anniversary of Altona being declared a city. Current and former Councillors and community representatives attended.



Woods Street Arts Space

The December 2018 program included Overwintering and Mesh Mash printmaking.

Expressions of interest were open for users to submit preferred dates and details for the February to July 2019 program, which was distributed in January 2019. The program comprises workshops for children and young people. There was a continuation of the Hoodie Mag in residence youth arts and publishing program, music and dance classes presented by Samoan cultural dance group Nesian Pearl, weekend masterclasses presented by the Hobsons Bay Arts Society, with classes linked to the Overwintering Project which is working towards an exhibition at Louis Joel in May 2019.

Arts and Events marketing

Council's summer events booklet was produced and distributed.

The Hobsons Bay Arts and Events e-news published 2 editions to 1,500+ subscribers.

New Year's Eve 2018

Council coordinated its services in response to New Year's Eve, where large numbers of people gathered along The Strand and Nelson Place, Williamstown to view the Melbourne CBD fireworks across the water. This year, road closures were extended to include Nelson Place to help support the popularity of Commonwealth Reserve. Work included the coordination of an event control centre at Williamstown Police Station and provision of services including water, first aid, portable toilets and general amenity.

Festivals and Events

Summer events program

Council's summer events program was announced, with Summer Sounds taking place in Williamstown and Laverton in January 2019, and scheduled for Altona and Seabrook in February 2019. Movies by the Bay launched in Altona on 11 January 2019, with another session on 25 January and for the first time at the Laverton Cricket Grounds corner of Merton Street and Hall Street, Laverton on 1 February 2019.



Council and our western region co-operative festivals planning

Links and leveraging some of the major events that take place in Victoria is a strategic action in Council's Hobsons Bay Events and Festivals Plan. Council works collaboratively with its neighbouring Councils to help deliver this.

Delivering for our community

Eat Drink Westside

Planning is under way for Eat Drink Westside as part of the Melbourne Food and Wine Festival that is held in March each year. The program will have the strongest showing of Hobsons Bay businesses yet, and will be launched in Hobsons Bay, at Heart of Hall, Newport in February 2019.

Events and Festivals

Major Events Funding

The Williamstown Open Water state swimming event planned for December 2018 was postponed due to poor weather conditions in the week leading up to it. It has been rescheduled to Saturday 9 February 2019.

The Bay Series cycling series that takes place in Geelong and Williamstown had its official media launch at Pelicans Landing in December 2018 with the Mayor of Geelong and the Mayor of Hobsons Bay sharing guest speaker duties. The event brought participants, supporters and visitors to Nelson Place on Thursday 3 January 2019.

Local Events and Festivals Funding

Christmas events supported by Council were held in Altona, Altona Meadows, Laverton, Newport and Williamstown.

Council promoted its Christmas events, with newspaper advertising, a guide and on social media. Council provided events support and program funding to the Williamstown Chamber of Commerce for its Christmas promotion.

Art & Industry

While the Art & Industry Festival concluded on 25 November 2018, some of its programming content has been released, with the series of short films that comprised the Container Film Festival program now available for public viewing, through VIMEO on www.artandindustryfestival.com.au

The films are:

- Glow by Chris Downey – a look inside the O-I glass factory, Spotswood
- Shimmer by Heather van Heerwaarden – about Anna Kulusniewski's film and stage costume workshop in South Kingsville
- Moving Parts by Kiralee Greenhalgh – giving an insight into Link Pumps

- The Birds and the Beers by Emma Buglisi, about Australia's first female owned brewery, Two Birds, Spotswood.

Community Signboards

- Ethiopian Day Festival
- Kids Learn to Sail @ Royal Yacht Club of Victoria
- Miss Gay and Miss Transsexual Aust. Int. 2019
- Newport Cali

Filming

Between July and December 2018, 55 film permits have been issued, 42 for significant productions and 13 considered as low impact.

Venues

Altona Theatre

December 2018 saw the end of the busy dance season with 13 dance schools utilising the theatre across 19 days.

January 2019 saw a Children's Puppet Show and two performances of a Blues Brothers Tribute Show, with profits from the event being donated to Beyond Blue. Approximately 4300 people came through the doors during the period.

Williamstown Town Hall

Ten major events were held at the Town Hall in December 2018, including Jose Mari Chan (the famous Filipino artist) Pre-Christmas Concert, Miss and Mrs Punjab Australia and a high profile fashion show; in addition to regular annual events for Williamstown High School and Council's Community Care Client Christmas Party.

Fifteen meetings were held in the meeting rooms.

Throughout January the Australian Red Cross Blood Bank Service utilised the Ballroom for blood donations across four days. A wedding was held and the annual Australia Day breakfast and Citizenship Ceremony took place.

The meeting rooms hosted regular users, Williamstown Literary Festival, Williamstown Historical Society and Williamstown Toastmasters.

Approximately 6000 people came through the doors during the period.

Delivering for our community

Planning and preparation has started for the 10th Anniversary of Mobil Night at the Opera which will be held on Thursday 7 March 2019.

To celebrate the Midsumma Festival and Midsumma Westside (19 January to 10 February 2019) the Williamstown Town Hall was lit in rainbow colours.



Hobsons Bay Visitor Information Centre (VIC)

For the two month period for December 2018 and January 2019 the VIC received 9,112 visitors, a decrease of 56 visitors for the same period last year. 38.6 per cent of these visitors were from within Victoria, 30.7 per cent from overseas, 19.9 per cent from interstate, and 10.8 per cent from Hobsons Bay.

Five volunteers were recognised for 10 years' service at the VIC, and 4 volunteers for five years' service. All were presented with years of service pins and certificates at the VIC end of year volunteer function.

Business Support and Economic Development Futuremap workshop

Council hosted the Business Entrepreneurs Program *Future-proofing Australian manufacturing SMEs* in December 2018. The Entrepreneurs Program is the Australian Government's flagship initiative for business competitiveness and productivity. This interactive three and a half hour workshop was attended by manufacturing business owners and senior managers.

Attendees spent the workshop assessing and mapping the manufacturing capabilities and characteristics of their business using futuremap, a business diagnostic tool developed by the Innovative Manufacturing Cooperative Research Centre (IMCRC) and deployed in collaboration with Advanced Manufacturing Growth Centre (AMGC) and the Entrepreneur's Program. Seventeen business representatives attended the workshop.

Hobsons Bay Business e-Works

The December 2018 edition of Hobsons Bay Business e-Works was sent to approximately 7,000 business contacts. No newsletter was circulated in January 2019.

Hobsons Bay Business website and directory

The new Hobsons Bay Business website was launched in December 2018.

As part of the new business website the new Hobsons Bay Business Directory was launched. The new directory provides local business owners a free tool to promote their business to local residents and other businesses. The new directory allows businesses to create and manage their own business listings and will require them to review their content yearly to ensure it is up to date.

Westgate Tunnel Trader Directory

Officers worked with the Westgate Tunnel Project team to promote the Workforce Trader Directory and encourage local business owners to use the free resource to promote their products and services to CPB John Holland staff during the construction of the Westgate Tunnel. There are currently 61 Hobsons Bay businesses listed in the directory.

Trader Association Meetings

The following meetings took place during December 2018 and January 2019

- Williamstown Chamber of Commerce – Wednesday 5 December 2018
- Newport Traders Association – Wednesday 12 December 2018
- Altona Traders Association - Wednesday 9 January 2019
- Williamstown Chamber of Commerce – Wednesday 23 January 2019

Delivering for our community

Tourism

Experience Hobsons Bay

The Experience Hobsons Bay website went live in December 2018, replacing the Visit Hobsons Bay website and providing visitors with a comprehensive guide to the many tourism attractions and events on offer across the municipality. Visit www.experiencehobsonsbay.com.au

Laverton Blog/Social media/videos

Tourism PR/ Marketing company Chatterbox visited Laverton twice to produce three short videos promoting a "Day out in Laverton". These clips include a family day out with kids/family blogger "Me Too Kids" and a foodie experience with "Lisa Eats World". Local businesses featured include Cheeky Chewies Café, Take & Eat Tempeh, Baltyk Deli & Co, Favor & Grace and Fresh Chilli Thai, as well as Melbourne Ballpark and local parks.

Discover Your Own Backyard Instagram competition

Destination Melbourne is hosting an Instagram competition on the Discover your own Backyard page (@dyobmelbourne) on behalf of Council, inviting followers to share their images of what they love about Hobsons Bay. The competition runs from January until Monday 11 March 2019.

Social media campaign

A social media campaign showcasing tourism in South Kingsville, Spotswood, Newport, Altona and Altona Meadows was launched on 28 January 2019 and will run to 10 February 2019.

Web banner display advertising

A website banner featuring "Summer Events in Hobsons Bay" was featured on the DYOB website from 28 January 2019 to 10 February 2019.

Shops on Show

The Shops on Show campaign ran from 1 to 17 December 2018 encouraging residents to shop locally and vote for their favourite Christmas shop window. Nineteen local businesses participated in the promotion, with first prize being awarded to Borg's Cakes at Harrington Square, Altona.

Organisation Update

Australia Day Citizen of the Year Awards and Citizenship Ceremony

A citizenship ceremony for 100 candidates was held at the Williamstown Town Hall on Australia Day, 26 January 2019. The Mayor presided over the ceremony with Tim Watts MP, Federal Member for Gellibrand as the guest speaker. Also in attendance were Melissa Horne MP, Member for Williamstown, Catherine Cumming MLC, Cr Angela Altair, Cr Colleen Gates, Cr Peter Hemphill, Cr Sandra Wilson, Inspector Peter O'Connor, Superintendent Wayne Newman and Senior Sergeant Belinda Vincent, Victoria Police and Colin Campbell Multicultural Liaison Officer MFB who assisted with the presentation of gifts to our newest citizens.

On Australia Day the Mayor also announced the 2019 Citizen of the Year and the Young Citizen of the Year. Citizen of the Year, Dr Marilyn Olliff was acknowledged for her dedication to a range of environmental projects including her involvement with the Friends of Williamstown Wetlands, co-founding the Boomerang Bags initiative, setting up the North Western Shorelines Network and founding the Hobsons Bay Wetlands Centre Advisory Group.

Layla West was named 2019 Young Citizen of the Year and acknowledged for her volunteering activities and dedication to mentoring our youngest residents through the Auskick Altona's Junior Coach Mentoring Program.

Assembly of Councillors

The following Assemblies of Councillors occurred during the period 11 December to 7 February 2019: 11 December 2018, 29 January 2019, 5 February 2019.

Documents for Sealing

The following documents were sealed during this period as a result of Council resolution or delegation:

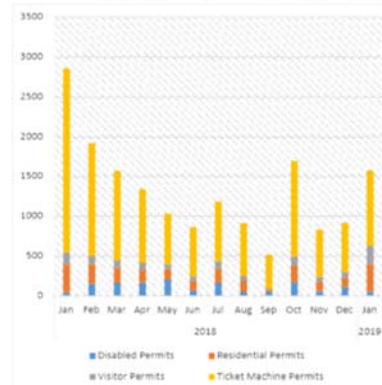
Register number 18/31 – sealed 4 December 2018
Contract 2018.57 RFID and Self Service Replacement Libraries

Register number 19/01 – sealed 29 January 2019
Contract No. 2018.03 – Provision of Pavement Marking

Local Laws

- Issued 52 disabled parking permits
- Issued 345 residential permits
- Issued 229 visitor permits
- Issued 949 ticket machine permits
- Logged 263 CHARM assignments

- Impounded 1 derelict/abandoned vehicle
- Issued 199 Local Law Infringements



The graph above illustrates the number of permits issued for January 2019

Parking

- Logged 152 CHARM assignments
- Issued 2,280 parking infringements

Animal Management

- Logged 193 CHARM assignments
- 14,183 animals registered
- Impounded animals at Lost Dogs Home (As at 31 December 2018)
 - Dogs – 22 impounded, 11 released
 - Cats – 41 impounded, 1 released
- 14 animals returned to their owners by council officers
- Issued 39 animal Infringement Notices



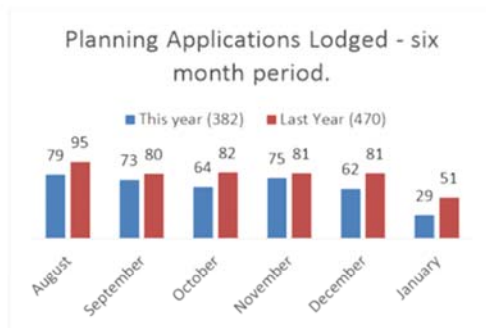
The graph above reflects the number of dogs impounded to the Lost Dogs Home and the number of dogs returned home by Council Rangers

Planning, Building and Health Update

Planning Applications Received

Council received 81 planning permit applications for December 2018 and 51 for January 2019.

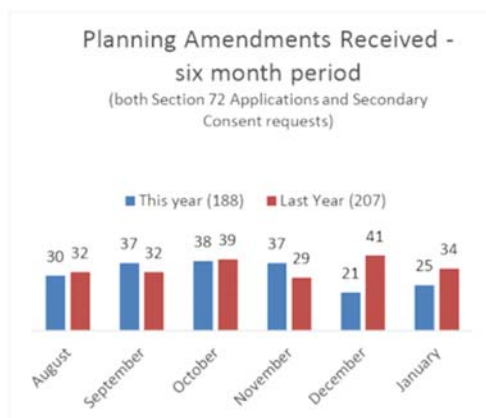
For the six month period from August 2018 to January 2019, 382 planning permit applications were received, a 19 per cent decrease from the same period last year.



Planning Applications to Amend Permits

Council received 41 planning permit amendment applications for December 2018 and 34 for January 2019.

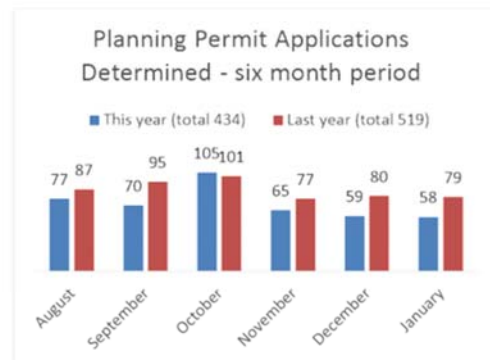
For the six month period from August 2018 to January 2019, 188 planning permit amendment applications were received, a 9 per cent decrease than the same period last year.



Planning Applications Determined

Council completed 80 planning permit applications for December 2018 and 79 for January 2019.

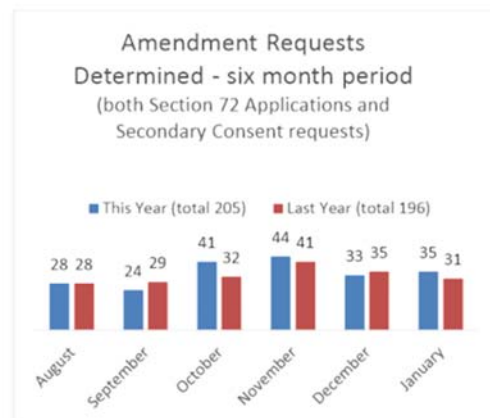
For the six month period from August 2018 to January 2019, 434 planning permit applications were completed, a sixteen per cent increase than the same period last year.



Planning Amendment Requests Determined

Council completed 35 planning amendment applications for December 2018 and 31 for January 2019.

For the six month period from August 2018 to January 2019, 205 planning amendment applications were determined, a five per cent decrease than the same period last year.



Planning, Building and Health Update**VCAT**

The Town Planning Department received the following appeal decisions:

Application: PA1737658 – 6 Almond Avenue, Brooklyn

Proposal: Construction of two double storey dwellings and one single storey dwelling in a General Residential Zone Schedule 1 in accordance with the endorsed plans

Delegate Decision: Refused

SPC Decision: Not applicable

VCAT Decision: Set aside – approved (VCAT did require the rear dwelling to be altered from two storey to a single storey)

Application: PA1738580 – 1 Hannan Street, Williamstown

Proposal: Alterations and additions to the existing dwelling including roof deck and two storey studio to the rear, with associated demolition and relocation of the crossover in accordance with the endorsed plans

Delegate Decision: Approved

SPC Decision: Not applicable

VCAT Decision: Varied

Made by consent order? Yes

Application: PA1737635 – 125 Aitken Street, Williamstown

Proposal: Alterations and construction of a third level and a two storey outbuilding (garage and loft) to the existing dwelling and associated demolition in accordance with the endorsed plans

Delegate Decision: Refused

SPC Decision: Not applicable

VCAT Decision: Set aside - approved

Application: PA1738323 – 33 Ford Street, Newport

Proposal: Construct two double storey, side-by-side dwellings

Delegate Decision: Notice of Decision

SPC Decision: Refused

VCAT Decision: Affirmed

Application: PA1737805 – 29 Russell Place, Williamstown

Proposal: Construction of a single storey addition to the rear of the existing dwelling with associated demolition in accordance with the endorsed plans

Delegate Decision: Approved

SPC Decision: Not applicable

VCAT Decision: Approved

Application: PA1840426 – 4 Elizabeth Street, Newport

Proposal: Construction of two double storey dwellings in accordance with the endorsed plans

Delegate Decision: Notice of Decision

SPC Decision: Notice of Decision

VCAT Decision: Struck out

Application: PA1737478 – 20 Railway Place, Williamstown

Proposal: Demolition of a dwelling and outbuildings in a Heritage Overlay and. Construction of three dwellings on a lot in a Heritage Overlay.

This appeal was on behalf of a neighbour who recently purchased the property and wanted VCAT to relook at its recent determination to support the proposal.

Delegate Decision: Refused

SPC Decision: Not applicable

VCAT Decision: Rejected

Application: PA1737283 – 10 Argonaut Place, Altona Meadows

Proposal: Construction of two or more dwellings on a lot in the General Residential Zone, Schedule 1 in accordance with the endorsed plans.

Delegate Decision: Notice of Decision

SPC Decision: Refused

VCAT Decision: Set aside - approved

Special Planning Committee

The following application was considered at the 13 December 2018 Special Planning Committee:

Application: PA1635836 3-39 Nelson Place, Williamstown (Lot 6 and 7)

Proposal: Construction of dwellings comprising 14 three storey town houses and 151 apartments housed in an eight storey building with basement parking and a roof terrace in accordance with the endorsed plans.

Delegate Decision: Notice of Decision

SPC Decision: Approved

Planning, Building and Health Update

Planning Applications of Interest

Application: PA1841533 – 40-68 Kyle Road, Altona North)

Proposal: This is the first of the applications to be lodged for a property in ‘Precinct 15’ which has been rezoned from an industrial zoning to a Comprehensive Development Zone, with an accompanying Comprehensive Development Plan and Development Contributions Plan.

The property is the former Gilbertson’s meat processing site. The proposal is for a staged residential development comprising 781 dwellings. There are 637 townhouse style dwellings proposed including a mix of two and three storey dwellings, with a range of bedroom numbers and sizes. A further 144 dwellings are also proposed comprising a mix of townhouses and apartment style dwellings. The development includes a new 0.3 hectare local park and larger centrally located neighbourhood open space area.

Applications which are consistent with the Comprehensive Development Plan are exempt from notification.

There is a concurrent subdivision application creating 637 lots with two larger balance lots.

Application: PA1841650 - 278-288 Blackshaws Road and 8-38 Kyle Road, Altona North.

Proposal: This proposal is also in ‘Precinct 15’ and comprises the Secons Carriers and One Steel properties. The proposal is for 277 dwellings comprising a mix of two and three storey townhouse style dwellings with a range of bedroom numbers and sizes. It includes a new 0.4 hectare local park.

As with the other application, applications which are consistent with the Comprehensive Development Plan are exempt from notification.

Application: PA1841627 – 29-45 Millers Road, Brooklyn

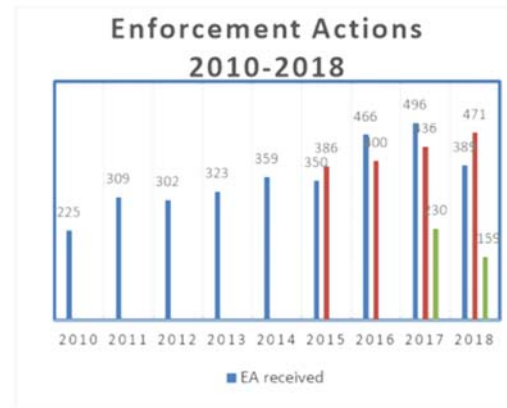
Proposal: An application has been lodged for a fire station on the northern part of this site. The land was formerly occupied by Deca truck driving school. The fire station proposal includes a 247 sqm appliance bay, on site accommodation plus living and dining facilities for fire fighters, a gymnasium, offices and associated fire station facilities, plus on site car parking for staff and visitors

The existing buildings on the southern part of the site are to be retained and used by the MFB for administration and storage purposes.

Further information has been requested and the application will be advertised in due course upon receipt of the information.

Planning Enforcement

There are currently 159 active enforcement matters.



The soil impacting the Altona North grasslands is in the process of being removed. The responsible company paid fines of \$4600. Further rehabilitation options are now being worked through.



Non-conforming works to the heritage house (as below) are now being investigated. Enforcement action may be taken.



Planning, Building and Health Update

Building

Inspectors from the Victorian Building Authority are currently conducting swimming pool barrier inspections in Hobsons Bay. The purpose of these inspections is to ensure that pool barriers and gates are being maintained to restrict access by young children. Pool owners are reminded that failing to maintain a swimming pool barrier may lead to an Infringement Notice or even prosecution in the Magistrates Court. However a pool barrier does not remove the need for constant adult supervision of children around swimming pools.

Inspections and Enforcement

95 inspections, including 16 Essential Safety Measure inspections and 7 pool/spa barrier inspections were completed.

One Emergency Order was issued for a dangerous brick fence in Newport.



15 Notices and Orders were issued, 6 were resolved/completed/cancelled.

Permits and Consents

Permits issued



12 Permits issued by Council, 134 Permits issued externally.

Council consents



36 applications received, 34 Approved, 3 Refused.

Property Information



141 Property information requests were requested.

Copies of Plans

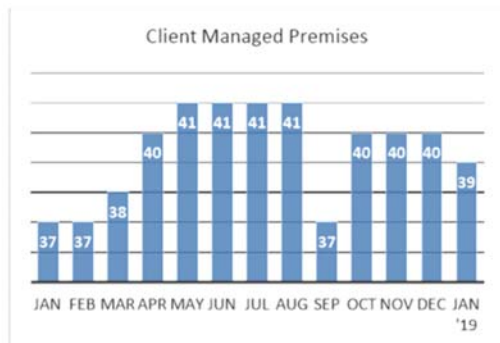
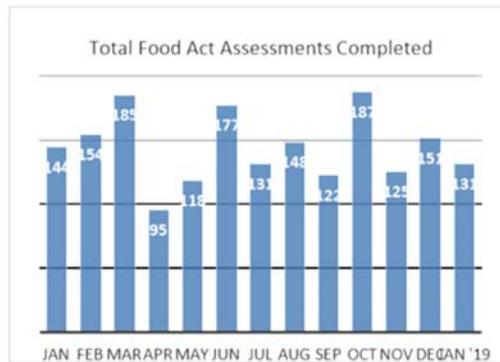
44 copies of plans supplied.

Planning, Building and Health Update

Public Health

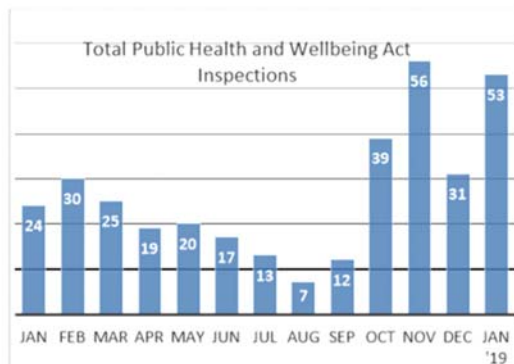
Food Inspections

122 mandatory food assessments and inspections were complete during December 2018 and January 2019.



Health Inspections

53 mandatory health inspections were completed during December 2018 and January 2019.



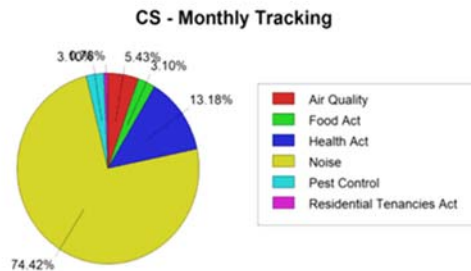
Department of Health and Human Services

Infectious Disease requests

One gastro outbreak investigation was recorded.

Customer enquiries

97 customer requests were received during December 2018 with 70 relating to community noise. The majority coming from Construction/Demolition (20), Music (19) and Power tools/equipment (12)



Strategy and Advocacy

Advocacy

Submission to Royal Commission on Mental Health

The Victorian Government launched a Royal Commission into Mental Health in December 2018. The Royal Commission aims to provide recommendations on how to reform the current mental health system and support Victorians with mental illness. The final Terms of Reference will be announced before the Royal Commission commences in March 2019. Council made a submission to inform the scope of the Terms of Reference which is available on Council's website. For more information on the Royal Commission see: <https://engage.vic.gov.au/royal-commission-mental-health-terms-of-reference>

National Waste Policy

On 7 December 2018 Commonwealth, State and Territory Environment Ministers agreed to a new National Waste Policy 2018. They agreed to develop a national action plan that includes appropriate funding, robust targets, and milestones. They also agreed to address reducing plastic pollution, supporting industry development, increasing demand for recycled materials through procurement, and a national approach to waste policy and regulation. In October 2018 Council made a submission to a discussion paper informing the review of the National Waste Policy. For more information on the National Waste Policy visit <http://www.environment.gov.au/protection/waste-resource-recovery/publications/national-waste-policy-2018>

Engagement and Events

Altona Summer Litter Campaign

In December 2018, Council launched a summer litter campaign across Altona. Developed with the Altona Traders Association, the campaign includes signage on public place litter bins, footpath decals and local trader posters. The signage concept uses local Altona images combined with anti-littering slogans to influence community behaviour and increase litter awareness during the summer period. The campaign timing aligns with the Esplanade road closure project and will be reviewed in March 2019.

Policy, Projects and Strategy

Research Summaries

Sixteen Research Summaries on the key health and wellbeing issues within Hobsons Bay have been published on Council's website. The Research Summaries provide background information, data, and the role that governments play in working to improve community health and wellbeing.

Amendment C116 Part 2

Amendment C116 to allow the removal of covenants from land at 430-436 Blackshaws Road, Altona North and 122 Woods Street, Newport was split into two parts following the receipt of submissions.

The part of the amendment relating to Blackshaws Road was sent to the Minister for Planning for approval. An independent Planning Panel was held for the part of the amendment relating to Woods Street, Newport and the [Panel Report](#) is now publically available.

Toyota Hydrogen Vehicle Trial extension

Council is extending its trial of the Toyota Mirai hydrogen fuel cell vehicles for a further three months until 30 April 2019. (Initially scheduled to conclude on 31 January 2019). The extended trial period will provide more staff with the opportunity to trial the vehicles and become familiar with alternatively fueled vehicles as Council begins the transition to a lower emission fleet. It will also provide useful data to inform Council's fleet planning going forward by providing more detailed information of travel patterns.

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Communications and Engagement

Social Media

Activity across all Council social media accounts includes:

- Council Twitter
- Council Facebook
- Hobsons Bay Up Facebook
- Mesh Mash Facebook
- Woods Street Arts Space Facebook
- Lost Pets Hobsons Bay Facebook
- Art in Public Places Facebook
- GOWEST Facebook
- Council LinkedIn

Definitions

- Reactions – like, love, angry, haha, wow, sad
- Impressions – number of times our content is displayed in someone’s newsfeed
- Reach – total number of people who saw that content
- Engagement – number of times someone engaged with our content whether through reactions, shares comments etc.

December 2018 and January 2019 Statistics for all Council’s social media sites



Fan/follower growth across all Council social media accounts

| Audience Growth Metrics | Totals | Total Followers % Change |
|-------------------------|--------|--------------------------|
| Total Followers | 24,174 | ↑14% |
| New Twitter Followers | 30 | ↑1.2% |
| New Facebook Fans | 902 | ↑4.8% |
| New Instagram Followers | 437 | ↑100% |

Reach across all Facebook accounts

| Impressions Metrics | Totals |
|-----------------------------|-----------|
| Organic Impressions | 1,804,283 |
| Average Daily Users Reached | 9,039.9 |

Facebook post with the greatest reach

Tweet with the greatest reach

Instagram post with the greatest reach

Website www.hobsonsbay.vic.gov.au

Top 10 webpage visits

| Page | Page Views | Unique Page Views |
|--|--------------------|--------------------|
| | 63,021 | 52,524 |
| | % of Total: 100.0% | % of Total: 100.0% |
| | (93,275) | (93,275) |
| 1. Home | 13,041 (20.8%) | 10,948 (20.8%) |
| 2. /Council/Contact-us | 2,168 (3.4%) | 1,926 (3.6%) |
| 3. /Planning/building/Planning-applications/Greenlight | 2,004 (3.1%) | 1,726 (3.2%) |
| 4. /Council/Careers-at-Council | 1,475 (2.3%) | 1,339 (2.5%) |
| 5. /Arts/Lessons/Festivals/Events/Upcoming-events | 1,197 (1.9%) | 958 (1.8%) |
| 6. /Fees/Forms/Pay-a-bill | 1,048 (1.6%) | 887 (1.6%) |
| 7. /Environment/Waste/Waste-Recycling/Waste-recycling-services/Hard-waste-services | 942 (1.4%) | 885 (1.6%) |
| 8. /Environment/Waste/Waste-Recycling | 914 (1.4%) | 716 (1.3%) |
| 9. /Environment/Waste/Waste-Recycling/Waste-recycling-services | 865 (1.3%) | 685 (1.3%) |
| 10. /Environment-and-Waste/Waste-Recycling/Waste-recycling-services/Waste-collection-dates | 788 (1.2%) | 642 (1.2%) |

Communications and Engagement

Participate Hobsons Bay, the online community engagement site for Council had the following highlights for December 2018 and January 2019:



The following projects were open for community involvement in December 2018 and January 2019:

Youth Digital Strategy

The Youth Digital Strategy will shape the direction for digital initiatives, programs, services, channels, platforms, events, promotions and the overall engagement UP has with young people in the digital space.

Consultation closed 21 January 2019.
The Participate page received 509 visits and 53 people provided feedback during the months of December 2018 and January 2019.

Altona Beach Precinct Summer Trial

As key users of the Altona Esplanade and visitors to the Pier Street trading precinct, Council is interested in hearing from the community on how the precinct works and what your experiences are during the trial closure. Community members are encouraged to complete the questionnaire as many times as they like.

Consultation closes 8 March 2019.
The Participate page received 266 visits and 47 people provided feedback during the months of December 2018 and January 2019.

Pitch Your Idea – 2019-20 Budget

Council provided an opportunity for community members to pitch an idea to be included in Council's 2019-20 budget.

Residents, community groups, sporting associations, businesses and organisations could make submissions recommending specific ideas for capital works or community programs/projects to be funded in the 2019-20 Budget.

Community members were able to RSVP to attend the Speed Dialogue event on 12 December 2018. The Participate page received 155 visits and 19 people RSVP'd during the month of December 2018.

New Website

Council launched a new website that aims to be task-focused and customer friendly, with content that's easy to find.

Consultation closed 17 December 2018.
The Participate page received 271 visits and 25 people provided feedback during the month of December 2018.

Hobsons Bay Business Survey

With Council's Economic Development Strategy 2015-2020 at its midway point, Council partnered with Deakin University to deliver a business trends survey to identify the strengths, opportunities and challenges faced by businesses in Hobsons Bay. The outcomes of the survey will ensure that Council's work continues to align with local business needs and that Hobsons Bay remains a great place to live, work and invest!

The survey closed on 7 December 2018.
The Participate page received nine visits during the month of December 2018.

Open Space and Playground

The following projects were open for community feedback in the "Open Space and Playground" section.

A.W Langshaw Reserve Play Space Upgrade Works

Council will be undertaking play space upgrade works at A.W. Langshaw Reserve in Altona North. Informed by previous community feedback, a high-level draft concept plan with example images for future improvements to Langshaw Reserve was available to view.

With a follow-up survey, Council was seeking community views to ensure we have captured key concerns and aspirations for the play space. Feedback closed on 21 January 2019.
The Participate page received 442 visits and 6 feedback responses during the month of December 2018.

AH Ford Reserve Park Improvement Plan

Council asked the community what type of play equipment they would like to see in the play space upgrade. There were eleven pieces of equipment to vote on.

Feedback closed 18 January 2019.
The Participate page received 629 visits and 36 feedback responses during the month of December 2018.

Communications and Engagement

Cherry Lake Exercise Equipment Trial

Cherry Lake was selected as the initial site for the fitness equipment station trial. Council sought feedback through a survey on the three stations and the type of equipment the community uses.

The information gathered will inform the implementation of future fitness stations across the municipality.

The trial concluded December 2018.

The Participate page received 44 visits and one person provided feedback during the month of December 2018.

Proposed Altona Meadows Community Dog Park

Council is proposing a new Dog Park and off-lead area at Altona Meadows Community Park. The proposed zone is in the southern section of the park located between Docker Court and Woodyard Court.

Community members including dog owners and non-dog owners who use the Altona Meadows Community Park were asked to provide their thoughts to help Council understand the views and needs of all.

Council is also proposing to build a new public toilet at the park. It is proposed that the new toilet will be open between 7am and 8pm and 7am and 9pm (during daylight savings).

Feedback closed 26 December 2018.

The Participate page received 278 visits and 51 responses during the month of December 2018.

Craig Street Park Upgrade

Council is planning for the future of Craig Street Park as part of an ongoing commitment to the Open Space Strategy.

Much of what was suggested during the August, November and online survey has been captured in the concept design, taking into consideration available space and retaining features the community liked about Craig Street Park.

Feedback closed on 11 December 2018.

The Participate page received 45 visits and one responses during the month of December 2018.

Our Performance

Hobsons Bay City Council is committed to improving our performance and better responding to our community needs. One way in which we do this is to capture how our community approaches us to ensure we can make that process the best it can be to assist our customers with access to information needed.



Top enquiries coming from incoming calls are for the following service areas:

- Hard Waste (814)
- Waste (813)
- City Services (661)
- Town Planning (591)
- Local Laws (536)
- Rates (484)
- Community Care (359)
- Animals (323)

Top reasons our customers contacted Council via Web Chat related to the following service areas:

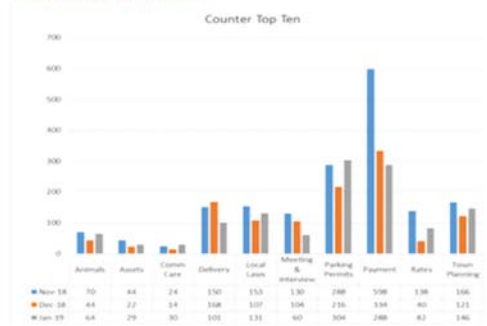
- Waste (35)
- City Services (25)
- Animals (12)
- Local Laws (12)
- Non-Council related (12)
- Town Planning (9)
- Building (6)
- Rates (6)

Top enquiries coming from emails are for the following service areas:

- City Services (715)
- Waste (428)
- Local Laws (281)
- Animals (103)
- Cashier Inbox (102)
- Rates (90)
- Town Planning (59)
- Facilities (27)

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Our Performance



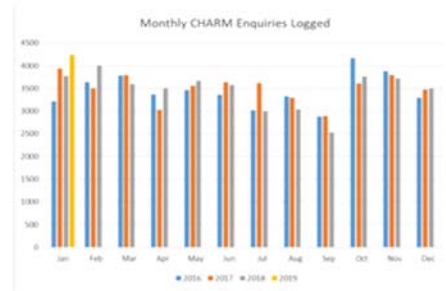
Top reasons our customers visited the Civic Centre related to the following service areas:

- Parking Permits (304)
- Payments (288)
- Town Planning (146)
- Local Laws (131)
- Delivery (101)
- Rates (82)
- Animals (64)
- Meeting and Interview (60)

Snap Send Solve is a free app for iPhone or Android devices that allows visitors and residents of Hobsons Bay to easily report issues to Council by capturing a photo of an issue, and having this information sent directly to Council for review.

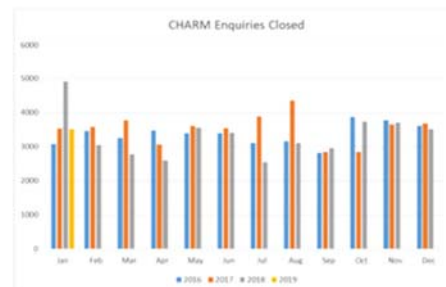


Council's CHARM (Customer Help and Resolution Management) system is the system used to record where a customer makes contact with Council to request something. The most preferred ways in which customers make contact to log a CHARM is via phone, Snap, Send and Solve and via email.



Top CHARM requests logged related to the following service areas:

- Hard Waste (907)
- Garbage (565)
- Tree, Street (280)
- Council Building Maintenance (222)
- Local Laws (221)
- Parking (205)



Top CHARM requests closed related to the following service areas:

- Hard Waste (870)
- Garbage (564)
- Council Building Maintenance (232)
- Tree, Street (209)
- Local Laws (197)
- Animals (191)

Financial Management

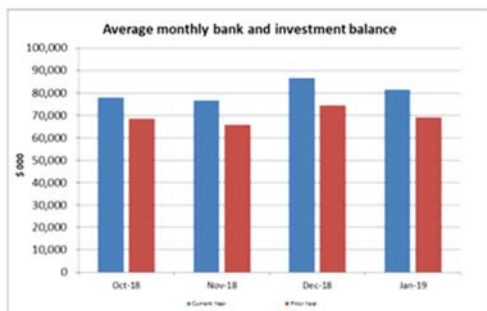
Each quarter the Council produces a detailed financial report which is presented to Council. The following information provides a snapshot of some key monthly metrics as supplementary information.

Financial Statistics

The average balance of cash and investments during January 2019 was \$81.524 million. This compares to the average balance of \$86.511 million in December 2018 and the average balance of \$76.490 million in November 2018.

The closing balance of cash and investments at the end of January 2019 was \$78.978 million, compared to \$82.570 million at the end of December 2018 and \$88.618 million at the end of November 2018.

Council investments at the end of January 2019 included cash and at call investments of \$1.978 million and term deposits of \$77 million, with an average date to maturity of 225 days and an average interest rate of 2.67 per cent.



Accounts receivable amounts outstanding over 90 days at the end of January 2019 totalled \$217,400 representing 14.1 per cent of total debts. The most significant debtor groups over 90 days include city maintenance, active communities and fire hazards.

The balance of outstanding debtors at the end of January 2019 was \$1.513 million, compared to an average closing balance of \$1.555 million over the last year.

The provision for doubtful debts at the end of January 2019 was \$217,000 or 13.6 per cent of total debts

Hardship Policy

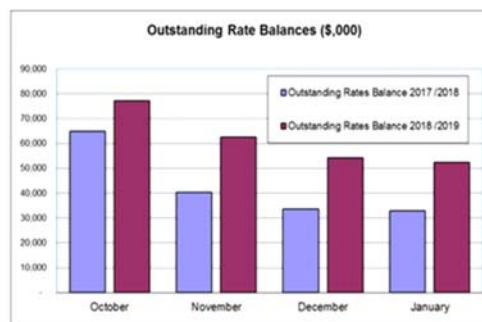
Any person who currently requires financial assistance will be invited to enter into a payment arrangement or assessed for inclusion into the Council’s hardship group. Since the start of the financial year there has been five applications approved and two accounts have been paid in full.

As at 31 January 2019 there were a total of 45 ratepayers, including 23 pensioners listed on the Council’s hardship register. Council has waived \$3,637 in interest charges since the start of the 2018-19 financial year. Council continued to receive regular payments in the month of January and the total amount outstanding as at 31 January 2019 is \$368,000.

Revenue Statistics

Rates income as at 31 January 2019 was \$62.783 million, compared to the year to date budget of \$62.627 million and the year to date forecast of \$62.894. This is made up of general rates (\$57.3 million), waste collection charges (\$5.147 million), payments in lieu of rates (\$257,000), supplementary income (\$171,000) and interest (\$237,000). These are slightly offset by Council rebates (\$329,000).

The Outstanding Rates Balance as at 31 January 2019 was \$52.332 million. This is made up of general rates (\$51.214 million), pension rebates to be collected (\$740,000) and the hardship group (\$378,000).



Financial Management

Procurement

Tenders have been called for the following:

- 2019.02 Altona Sports Centre Extension – Design and Construction
- 2019.05 Williamstown Botanic Gardens – Irrigation Installation Stage 2 – Pinetum
- 2019.09 Bent Street Vehicle Access Ramp and Shade Shelter
- 2019.10 Seaholme Foreshore Upgrade including PA Burns Reserve

The following contracts have been closed and are being evaluated:

- 2018.87 Digman Reserve Pavilion, Carparks and Landscape Redevelopment – Design Services
- 2018.90 Edwards Reserve and Altona Meadows Community Park – Pre fabricated Amenities
- 2019.02 Civic Centre Refurbishment – Design
- 2019.04 Nelson Place and Commonwealth Reserve Lighting Assessment
- 2019.12 J K Grant Reserve Floodlighting

The tender board convened to discuss the following recommendations:

- 2018.67B Sports Court Facility Design be awarded to 2MH Consulting Pty Ltd at a fixed lump sum price of \$192,214.00 (GST inclusive).
- 2018.68 Bryan Martyn Oval Netball Court Redevelopment Works be awarded to A S Lodge (VIC) Pty Ltd at a fixed lump sum price of \$365,794.00 (GST inclusive).
- 2018.86 Epsom Street Laverton – Construction be awarded to JMac Construction Pty Ltd at a fixed lump sum price of \$1,161,703.55 (GST inclusive).
- 2018.92 BF Jackson Pavilion Upgrade Design and Construct Works be awarded to Kingdom Projects at a fixed lump sum price of \$391,088.50 (GST inclusive).

The following tenders were awarded under delegated authority:

- 2018.79 Stationary Roadside Vendor awarded to Carabott J & C Ice Cream Van for the right to operate a mobile food stand a Point Gellibrand Park – Timeball Tower Williamstown at an income amount of \$16,000 (GST inclusive) for a period of two years.

Enhancing our community

The Infrastructure and City Services Directorate has delivered, and continues to deliver a range of projects and services across the municipality.

Skeleton Creek Trail

The final stages of the Skeleton Creek Trail construction will be completed by August 2019. These works will complete the three metre wide concrete path between Ravenswood Court and through to St Anthony Court, Seabrook. Bike maintenance stations, upgraded furniture and additional tree planting will be included as part of the upgrade. Flooding and access issues to the Lan Ave pedestrian bridge that crosses Skeleton Creek will also be resolved. Additional reserve furniture including bench seats and dog waste dispensers will be installed along the Skeleton Creek Trail over the coming months.

The design has been developed to respect and celebrate the local flora and fauna and cultural heritage within the creek corridor and the trail has been realigned to meet the requirements for the 1 in 10 year flood zone.



Above: Ravenswood Court to Point Cook Road (section 3)



Above: Point Cook Road to St Anthony Court (section 4)

Key

- █ Section 3 is approximately 540 metres long and includes a boardwalk that is 170 metres in length and 3 metres wide on the north side of Seabrook Blvd.
- █ Section 4 is approximately 580 metres long and 3 metres wide.

All remaining works are expected to be completed by August.

Bryan Martyn Oval Update

Council has been successful in its application through Sport Australia's Move It Aus – Community Sport Infrastructure grant program, for funding of \$170,000 towards the redevelopment of the Bryan Martyn Oval and Netball Court.

Works on the netball court are scheduled to commence in late February and will include the construction of one new netball court, floodlighting, connecting pathways, shelter and storage which will enable to club to provide safe and suitable facilities for its current participants. The redevelopment will benefit the Newport Power Netball Club, who have over 250 junior female participants making up 26 teams and also the Hobsons Bay community who will have access to the court outside of organised club activity.

Redevelopment works to the existing sports field at Bryan Martyn Oval are progressing well. To date the new surface profile has been shaped, a new cricket wicket table has been constructed, the new underground drainage and irrigation systems have been installed and the new 200mm deep sand surface profile has been completed.

Approximately 6,500 tonnes of quarried sand has been installed on the oval surface, which equates to about 216 truckloads. The sand was levelled across the oval providing an even surface for 16,000m² of instant turf to be installed. Works are expected to be completed in February 2019. The oval will remain closed to the public until May to allow the new grassed surface to successfully establish.



Above: Photos showing the new sand profile, cricket wicket construction and instant turf laying at Bryan Martyn Oval.

Enhancing our Community

Drinking Water Stations

Council’s City Services team has worked with a local fabrication company to build two new drinking stations which supply drinking bubblers and bottle filling throughout the municipality. These are primarily used where Council and the community have events. Currently you will find one located at Weaver Reserve in Altona.

Altona Beach Precinct Seasonal Trial

The vehicle closure along the Esplanade commenced on 17 December 2018 and will continue throughout the summer as part of the Altona Beach Precinct Seasonal Trial.

The trial is going well with feedback from the community very supportive and positive. Visitors are saying they are enjoying the look and feel of the area (in particular the beach boxes). Games, such as the ping pong table are also being well received.



Above: Beach boxes along the Esplanade, Altona

McBain Street, Altona Shelter

Further along the foreshore you will notice the newly constructed shade structure which includes a raised resting platform with a picnic table and improved seating. This new facility provides a new direct access to the beach.



Above: McBain Street shelter and picnic tables

Cypress tree at Logan Reserve, Altona

An inspection of the trees at Logan Reserve in Altona by an arborist has identified that the large Cypress tree on the west side of the reserve needs to be removed.

The tree is considered to be over mature and, in cypresses, this often leads to failing limbs. Communication will be provided to neighbouring residents shortly with the removal of the tree scheduled for mid-February.

Homestead Run Reserve, Seabrook

Following community consultations held in August and October 2018, improvement works at Homestead Run Reserve are about to begin. Two fitness stations, featuring exercise equipment suitable for all fitness levels, will be installed in February.

Basketball and netball half-courts will also be installed for a trial period from February to the end of April. The half-courts will be installed at one of the existing tennis courts. During the trial, one of the two tennis courts will remain available for use. Feedback from the community will be invited during the trial.



Above: Both fitness pods will be located close to the circuit path, on the south side of Homestead Run Reserve

Enhancing our Community

Langshaw Reserve Play Space Upgrade

Following the first round of consultation in September 2018, a draft concept plan was provided to the local community in December.

The next steps of the upgrade involve finalising the concept plan. The tender process for the project will be initiated in March 2019 with construction anticipated to start in April. Based on the feedback received, the upgrade will include:

- Upgrade to the formal play space
- Improved access to and within the play space
- Enhanced recreation opportunities and amenities
- Nature play opportunities, trees and garden bed plantings.



Above: Langshaw Reserve concept plan

Epsom Street Neighbourhood Community Park

The final design plan for the park has been developed with Council in the process of awarding the contract for the construction of the park.

The key design features will include:

- play space elements that cater for a range of children
- an outdoor circuit gym, a circuit walking path, picnic shelter, barbeque, seating, public lighting and a new toilet block.

Park construction is expected to start in March 2019.



Above: Epsom Street Reserve concept plan

Roads Projects

Council's Roads projects covers two main categories: Road Rehabilitation and Road Resurfacing.



In 2018-19 Hobsons Bay will deliver eight road rehabilitation projects, and 56 road resurfacing projects

Railway Place, Williamstown

The road rehabilitation project at Railway Place in Williamstown, between Giffard to Cole Street is now complete. Stage 2 works between Cole to Thompson Street has commenced and is expected to take 12 weeks to complete. The works include a new underground drainage system, new blue stone kerb and channel, side entry pits, asphalt footpath and road pavement.



Above: Completed works in Railway Place, between Giffard to Cole Street

Alma Terrace, Newport



Above: completed works in Alma Terrace, between Bunbury Street to the north of Paine Street intersection is now complete.

The remaining section of Alma Terrace from north of the Paine Street intersection to Wilkins is expected to be completed by mid-February.

Council will plant mature trees as part of this project. *Pyrus calleryana* – "Edgewood" species will be planted in Alma Terrace, creating a consistent streetscape. When planted these trees will be approximately 2.2 metres tall and are expected to grow to eight metres tall when mature.

Enhancing our Community

Electra Street, Williamstown

Stage 2 road rehabilitation works in Electra Street, Williamstown between Parker and Pasco Streets are nearing completion. The project is expected to be completed by the end of February.



Above: Electra Street, Williamstown works

Williamstown military bunker

One of Victoria’s oldest-known military bunkers has been covered. The Williamstown Right Battery was discovered in 2011 during the Williamstown Cricket Ground Upgrade. The site has now been marked with a historical marker. Interpretive signage will be installed in the coming months.



Above: (l-r) before and after photos on the Williamstown military bunker

Williamstown Cricket Ground Floodlighting Project

The floodlighting project at the Williamstown Cricket Ground is progressing well. The upgrade will include four new light towers. The works are expected to be completed by early March in readiness for the start of the 2019 football season.

TAC Local Government Infrastructure Grants
Council officers were successful in their application to TAC’s Local Government Grants program for two projects. The first project involves the design and construction of pedestrian improvements near Harrington Square and Mount St Joseph’s School in Altona. The second involves the investigation into improved cyclist facilities on Victoria Street, Williamstown, between Kororoit Creek Road and The Esplanade.

The funding program aims to improve safety for vulnerable road users, and a total of \$55,000 and \$20,000 was granted for the projects, respectively. Works on these projects will commence this financial year.

Hobsons Bay Skate Series

The 2019 Hobsons Bay Skate Series kicked off on 9 January at Newport skate park with over 50 competitors. This was followed by another successful event held on 16 January at Laverton. The final event in this series will be held at Altona Meadows on 16 February.



Above (l-r): skate park event at Laverton and Newport

Public Spaces

Council’s Public Spaces team works well in advance to ensure the municipality’s playing surfaces are aligned with the requirements of recreational users. Works include:

- Refreshing the soft fall at all of our playgrounds across Council’s parks and reserves. So far the team have spread 190 cubic metres across 33 playgrounds.
- The sports team has undertaken a renovation of both Paisley 1 and 2 soccer grounds. This included aerating the soil, fertilising, and top-dressing the grounds with 100m of sandy soil and 150m of couch sod laid in goal squares.



Above (l-r): Apex Park and AB Shaw play space



Above: Paisley Park soccer grounds 1 and 2

Enhancing our Community

Tree Planting 2019

Over 1,800 new trees are scheduled to be planted in our streets and parks this year. This year residents and visitors will see some new species that will not only provide great colour, but they will tolerate the harsh conditions we have here in Hobsons Bay



Above: *Pyrus betulaefolia* 'Southworth dancer' is a tough and durable ornamental pear, which produces numerous white flowers. This tree's new growth emerges as silvery-grey, but soon matures to a shining mid-green.



Above: *Lagerstroemia faurieri x indica* 'Plum Magic' is an exciting semi-dwarf crepe myrtle with rich plum purple foliage. Flowers are fuschia pink and will repeat flower is spent blooms are removed.

Conservation News

Shorebird Engagement Walks

For the last 3 months, the Conservation team has been undertaking shorebird engagement walks after hours at Doug Grant Reserve and the Altona Coastal Park/PA Burns Reserve. The engagement walks provide the forum for us to talk to dog walkers about the impacts that human disturbance and unleashed dogs can have on shorebirds. This is a critical time of the year for shorebirds as many fly from as far afield as Siberia and Alaska to refuel on the shorelines and estuaries of Hobsons Bay.

Weed Management

The Conservation team is targeting *Galenia pubescens* (Carpet Weed) at a number of reserves. Carpet Weed is a sprawling ground cover that dominates understorey vegetation, excludes native species, and if left unmanaged will form monocultures.



Above: Carpet weed at Altona Coastal Park

Exotic grass maintenance

The team is also targeting summer-growing exotic grasses including popular lawn varieties such as Buffalo and Kikuyu. At the Truganina Explosives Reserve, the team is using selective spraying to remove Buffalo grass from the south-eastern part of the reserve. In this area, the Buffalo grass is invading the saltmarsh area smothering the native vegetation. Removing the Buffalo grass will allow the native vegetation to continue, including species like Chaffey Saw-sedge and Coast Tussock-grass.

City Services

The City Services team is responsible for maintaining services to Council's assets across Hobsons Bay. Throughout the months of December 2018 and January 2019, 270 tonnes of dumped rubbish, rubbish bin collections and street sweepings has been removed from the municipality. This includes approximately 11,000 rubbish bin collections from our parks, gardens, foreshore area and shopping precincts which had an estimated collection of 70 tonnes.



Above: One of our many road sweepers keeping our streets clean

In addition to rubbish collection more than 3000m2 of Graffiti and tagging has been removed by Council's maintenance provider throughout the December 2018 and January 2019 period.

ASSEMBLY OF COUNCILLORS – SECTION 80A LOCAL GOVERNMENT ACT 1989

| Meeting Information | | |
|--|--|-----------------------------------|
| <i>Note: If Councillors leave the room during the Assembly, please record the time the Councillor left the room and the time of their return</i> | | |
| Meeting Name/Type | Agenda Briefing Pre-Ordinary Council Meeting | |
| Meeting Date | 11 December 2018 | |
| Meeting Start Time | 6.30pm | |
| Meeting Finish Time | 6.55pm | |
| Attendees | | |
| Councillors | Cr Angela Altair Cr Jonathon Marsden Cr Colleen Gates Cr Michael Grech Cr Sandra Wilson Cr Peter Hemphill | |
| Officers | Aaron van Egmond Sanjay Manivasagasivam Tammi Rose Martina Simkin Roger Verway Zoe Blasch Peter Hunt Robyn Olsen Jennifer Murphy | |
| | Matters/Items Discussed | Time Cr Left/ Time Cr Returned |
| | • Council Welcome/Apologies/Disclosures of Interest /Minutes Confirmation | |
| | • Councillors' Questions | |
| | • Public Question Time | |
| | • Petitions/Joint Letters | |
| | • Chief Executive Officer – Report on Operations | |
| | • Council Plan - First Quarter Progress Report | |
| | • Mayoral Focus Program 2018-19 | |
| | • Council and Community Committees and Groups 2019 – Appointment of Delegates and Proxies | |

Ordinary Council Meeting
Agenda - Appendices

| | | | |
|-----------------------------------|---|--------------------------------|---|
| | <ul style="list-style-type: none"> • 2019 Council Meeting Timetable | | |
| | <ul style="list-style-type: none"> • Proposal to rename Newport Athletic Track to Peter Norman Athletics Track | | |
| | <ul style="list-style-type: none"> • Memorial Plaque Request - Mr Garry Jeremiah | | |
| | <ul style="list-style-type: none"> • Response to Petition - Request to Change Parking Meters and Hours within Nelson Place, Williamstown | | |
| | <ul style="list-style-type: none"> • New Residential Zones - Consideration of Submissions | | |
| | <ul style="list-style-type: none"> • Draft Newport Structure Plan - Consideration of Submissions | | |
| | <ul style="list-style-type: none"> • West Gate Tunnel Status Update Report | | |
| | <ul style="list-style-type: none"> • Vibrant Villages Program 2018-19 | | |
| | <ul style="list-style-type: none"> • Contract 2018.62 PJ Lynch Lacrosse Pavilion Renovation | | |
| | <ul style="list-style-type: none"> • Response to Petition - Seeking Parking Changes to Residential Streets in the Newport Area | | |
| | <ul style="list-style-type: none"> • Contract 2018.03 Provision of Pavement Marking (Panel) | | |
| | <ul style="list-style-type: none"> • Major Roads Projects | | |
| | <ul style="list-style-type: none"> • Delegates Report | | |
| | <ul style="list-style-type: none"> • Notices of Motion | | |
| | <ul style="list-style-type: none"> • Supplementary Public Question Time | | |
| | <ul style="list-style-type: none"> • Urgent and Other Business | | |
| Interest disclosures - Nil | | | |
| Matter/Item No. | Councillor making disclosure | Councillor left meeting | Time Cr Left/ Time Cr Returned |
| | | | |

ASSEMBLY OF COUNCILLORS – SECTION 80A LOCAL GOVERNMENT ACT 1989

| Meeting Information | | |
|--|--|--|
| <i>Note: If Councillors leave the room during the Assembly, please record the time the Councillor left the room and the time of their return</i> | | |
| Meeting Name/Type | Councillors' Briefing Session | |
| Meeting Date | 29 January 2019 | |
| Meeting Start Time | 6:35 pm | |
| Meeting Finish Time | 8:46 pm | |
| Attendees | | |
| Councillors | Cr Angela Altair Cr Sandra Wilson Cr Michael Grech Cr Tony Briffa | Cr Colleen Gates Cr Jonathon Marsden Cr Peter Hemphill |
| Officers | Aaron van Egmond Roger Verwey Kathleen McClusky Stephen Zelez | Peter Hunt Sanjay Manivasagasivam Leanne McGuire |
| | Matters/Items Discussed | Time Cr Left/ Time Cr Returned |
| | 1 a. Mayoral Report b. Councillor Reports c. Chief Executive Report | |
| | 2 Community Care Tender - In-home Support Services | |
| | 3 Policy Review - Councillor Support and Expenses, Councillor Development and Conference and Family Care - Councillors | |
| | 4 Planning Scheme Amendment C116 Part 2 | |
| | 5 Contract 2014.01 Review - At-call Hard Waste Collection Service | |
| | 6 Notice of Motion No. 1208 – Condolence - Reverend Bill Beagley | |
| | 7 Delegates Report - Metropolitan Transport Forum | |

Ordinary Council Meeting
 Agenda - Appendices

| <i>Conflict of Interest disclosures - Nil</i> | | | |
|---|------------------------------|-------------------------|-----------------------------------|
| Matter/Item No. | Councillor making disclosure | Councillor left meeting | Time Cr Left/ Time Cr Returned |
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ASSEMBLY OF COUNCILLORS – SECTION 80A LOCAL GOVERNMENT ACT 1989

| Meeting Information | | |
|--|---|--|
| <i>Note: If Councillors leave the room during the Assembly, please record the time the Councillor left the room and the time of their return</i> | | |
| Meeting Name/Type | Councillors' Briefing Session | |
| Meeting Date | 5 February 2019 | |
| Meeting Start Time | 6:33 pm | |
| Meeting Finish Time | 10:23 pm | |
| Attendees | | |
| Councillors | Cr Angela Altair Cr Sandra Wilson Cr Michael Grech Cr Tony Briffa | Cr Colleen Gates (arrived 6.50 pm) Cr Jonathon Marsden Cr Peter Hemphill |
| Officers | Aaron van Egmond Roger Verwey Kathleen McClusky Marg Scanlon (exited 7.20pm) | Peter Hunt Sanjay Manivasagasivam Stephen Zelez Janet Dawes |
| | Matters/Items Discussed | Time Cr Left/ Time Cr Returned |
| | 1 Front Foyer and Customer Service Area (Ben Shoo) | Cr Gates arrived at 6.50pm Cr Gates 7.34/7.35 |
| | 2 Presentation – Community Care | |
| | 3 a. Mayoral Report b. Councillor Reports c. Chief Executive Report | |
| | 4 Mid-Year Budget Review 2018-19 | |
| | 5 Newport Structure Plan Adoption | |
| | 6 Williamstown Mechanics Institute update on works and proposed future building restoration | |
| | | |

Ordinary Council Meeting
Agenda - Appendices

| | | | |
|--|----|---|--|
| | 7 | Draft Experience Hobsons Bay Tourism Strategy 2019-23 | |
| | 8 | Advocacy Priorities 2019 | |
| | 9 | HD Graham Reserve Master Plan Draft Concept | |
| | 10 | Food Safety Awards | |
| | 11 | 2018-19 Capital works Program – 2nd Quarter Report | |
| | 12 | Professional Services, Consultants and Agency Staff | |
| | 13 | Contract 2018.86 Construction of Epsom Street Reserve, Laverton | |
| | 14 | Memorial Plaque Request – Mr Keith Neyland | |
| | 15 | Chief Executive Officer – Report on Operations | |

| <i>Conflict of Interest disclosures - Nil</i> | | | |
|---|------------------------------|-------------------------|-----------------------------------|
| Matter/Item No. | Councillor making disclosure | Councillor left meeting | Time Cr Left/ Time Cr Returned |
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**Ordinary Council Meeting
Agenda - Appendices**

ASSEMBLY OF COUNCILLORS – SECTION 80A LOCAL GOVERNMENT ACT 1989

| <i>Meeting Information</i> | | |
|--|--|-----------------------------------|
| <i>Note: If Councillors leave the room during the Assembly, please record the time the Councillor left the room and the time of their return</i> | | |
| Meeting Name/Type | Councillors' Briefing Session | |
| Meeting Date | 12 February 2019 | |
| Meeting Start Time | 6:35 pm | |
| Meeting Finish Time | 8:23 pm | |
| <i>Attendees</i> | | |
| Councillors | Cr Jonathon Marsden Colleen Gates Cr Sandra Wilson Cr Peter Hemphill Cr Michael Grech Cr Tony Briffa (entered 6:38pm) | |
| Officers | Aaron van Egmond Peter Hunt Roger Verwey Sanjay Manivasagasivam Kathleen McClusky Stephen Zelez Hamish Munro | |
| | Matters/Items Discussed | Time Cr Left/ Time Cr Returned |
| | 1 Presentation – Annual Budget Framework and Process | |
| | 2 a. Mayoral Report b. Councillor Reports c. Chief Executive Report | |
| | 3 Long Term Financial Plan | |
| | 4 Proposed Borrowing Strategy | |
| | 5 Advocacy Priorities 2019 | |
| | 6 Discontinuance of road adjoining 45 Epsom Street, Laverton | |

| <i>Conflict of Interest disclosures - Nil</i> | | | |
|---|------------------------------|-------------------------|-----------------------------------|
| Matter/Item No. | Councillor making disclosure | Councillor left meeting | Time Cr Left/ Time Cr Returned |
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**HOBSONS
BAY CITY
COUNCIL**



Financial Report for the period ended 31 December 2018

Contents

Financial Statements

1. Income Statement
2. Summary Capital Works Program
3. Rate Determination Result
4. Summary Cash Flow Statement
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6. Summary Balance Sheet

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Financial Ratios
Operating Ratios
Efficiency Ratios
Ratio Definitions

8. Long Term Financial Plan – Basic Financial Assessment

Hobsons Bay City Council – Financial Report for the period ended 31 December 2018

1. Income Statement

| | Actual @ 31/12/18 \$'000 | YTD Budget @ 31/12/18 \$'000 | YTD Budget Variance \$,000 | Budget 2018-19 \$'000 | Forecast 2018-19 \$'000 | Ref | Forecast Variance \$'000 |
|---|--------------------------------|---------------------------------------|-------------------------------------|-----------------------------|-------------------------------|------|--------------------------------|
| Income | | | | | | | |
| Rates and charges | 53,792 | 53,632 | 160 | 107,638 | 108,085 | 1.1 | 447 |
| Statutory fees and fines | 2,444 | 2,103 | 341 | 4,803 | 5,191 | 1.2 | 388 |
| User fees | 3,507 | 3,040 | 467 | 6,003 | 5,971 | 1.3 | (32) |
| Grants - operating | 7,292 | 5,851 | 1,441 | 11,211 | 11,433 | 1.4 | 222 |
| Grants - capital | 4,457 | - | 4,457 | 1,940 | 5,225 | 1.5 | 3,285 |
| Contributions - monetary | 2,905 | 1,584 | 1,321 | 3,170 | 4,266 | 1.6 | 1,096 |
| Net gain on disposal of property, infrastructure, plant and equipment | 65 | 50 | 15 | 100 | 81 | 1.7 | (19) |
| Other income | 2,407 | 1,804 | 603 | 3,747 | 4,025 | 1.8 | 278 |
| Total Income | 76,869 | 68,064 | 8,805 | 141,115 | 144,277 | | 5,665 |
| Expenses | | | | | | | |
| Employee costs | 28,683 | 29,540 | 857 | 58,564 | 57,781 | 1.9 | 783 |
| Materials and services | 19,503 | 21,625 | 2,122 | 41,825 | 42,517 | 1.10 | (692) |
| Bad and doubtful debts | 313 | 87 | (226) | 173 | 173 | | - |
| Depreciation | 9,190 | 9,426 | 236 | 18,859 | 18,381 | 1.11 | 478 |
| Borrowing costs | 316 | 316 | - | 626 | 626 | | - |
| Other expenses | 718 | 776 | 58 | 1,554 | 1,470 | 1.12 | 84 |
| Total Expenses | 58,723 | 61,770 | 3,047 | 120,948 | 120,792 | | 653 |
| Surplus / (deficit) | 18,146 | 6,294 | 11,852 | 17,011 | 23,329 | | 6,318 |

**Hobsons Bay City Council – Financial Report for the period ended
31 December 2018**

1. Income Statement (cont.)**Explanation of Variances**

The operational surplus for the period ended 31 December 2018 was \$18.146 million, compared to the year to date budget of \$6.294 million. The year-end budget surplus of \$17.011 million has been increased to a forecast year-end surplus of \$23.329 million.

The increased forecast surplus of \$6.318 million compared to budget is explained as:

- 1.1 Rates and charges are forecast to be \$447,000 over budget mainly due to an increase in the amount originally raised for rates (\$218,000), payments in lieu of rates (\$180,000) and garbage charges (\$33,000). Council rebates are projected to decline (\$16,000).

Actual income at December 2018 is \$160,000 over the year to date budget. This includes the half year impact of the raised rates (\$128,000), payments in lieu of rates (\$90,000) and garbage charges (\$18,000). All have been incorporated into the revised forecasts.

Income under the year to date budget includes supplementary rates (\$47,000) and interest on rates (\$38,000), with the forecast for both remaining in line with the original budget projections.

- 1.2 Statutory fees and fines are expected to be \$388,000 over budget mainly due to forecast increases in relation to parking fines (\$285,000) and town planning fees (\$113,000).

Actual income is \$341,000 over the year to date budget. This includes parking fines – reflected within the increased forecast (\$334,000) and animal registrations – budgeted to be received in April (\$109,000).

Actual statutory fees and fines under the year to date budget include planning scheme amendment (\$31,000), road management act fees – expected to align with the budget as the year progresses (\$20,000), town planning – expected to increase as precinct 15 applications start in the second half of the financial year and align with the increased forecast (\$19,000) and library fines - in line with a forecast reduction (\$11,000).

- 1.3 User fees are expected to be \$32,000 under budget. Forecast decreases include reduced utilisation of family day care (\$137,000), Laverton Hub being unavailable due to maintenance works (\$58,000) and planning scheme amendment panel hearing fees that did not occur in the first half on the year (\$30,000).

Forecast increases include a one off fee received for administering changes to the centralisation and annualisation of valuations (\$53,000), private lodgement of building application fees (\$50,000) and the removal of street trees under a planning permit (\$30,000).

Actual income is \$467,000 over the year to date budget. This includes public health registration renewals (\$345,000) and permits for footpath furniture (\$66,000), both received earlier than expected. Additional income has also been received from local home care packages program case management and coordination fees – partly offset by material and services and employee costs (\$115,000), street tree removal – reflected in the forecast (\$41,000) and private lodgement of building application fees (\$38,000).

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**Hobsons Bay City Council – Financial Report for the period ended
31 December 2018**

User fees under the year to date budget include family day care - lower utilisation (\$65,000), Laverton Hub (\$40,000) and planning scheme amendment panel hearing fees (\$40,000). These have been reflected in the forecasts.

- 1.4 Grants - operating (recurrent) are expected to be \$222,000 over budget. Increased forecasts include new program funding for social housing planning (\$112,000), preventing violence (\$72,000) and Commonwealth home support services – offset by increased material and service costs (\$55,000).

The school youth focused services grant forecast was reduced to align with under expenditure in previous years (\$57,000).

Actual income is \$1.441 million over the year to date budget. This includes community care services for Commonwealth home support services (\$858,000), home and community care – under 65 (\$82,000) and service delivery management (\$62,000). The forecasts have been adjusted in line with expectations. Other income over the year to date budget includes library grants - received earlier than expected (\$306,000), preventing violence – forecast adjusted (\$72,000) and the Western distributor project – yet to be included in the forecast (\$140,000).

Operating grants under YTD budget includes income yet to be received for the Westgate tunnel and crossing removal projects (\$200,000), Altona boat ramp (\$50,000) and school youth focused services – where funds were received in 2017-18 (\$27,000).

- 1.5 Grants – capital are forecast to be over budget by \$3.285 million, mainly due to West Gate tunnel open space enhancement funding (\$2 million), sports facilities and grounds (\$1.14 million) foreshore remedial funding (\$80,000) and Kororoit Creek development (\$65,000).

For a more detailed explanation, please refer to the summary capital works program section of this report and the detailed capital works attachment.

- 1.6 Contributions – monetary are expected to be \$1.096 million over budget. Forecasts have been increased for urban development income from open space contributions (\$470,000), Hobsons Bay caravan park contributions – one off receipt (\$92,000) and capital works contributions (\$534,000).

Actual income at December 2018 is \$1.321 million over the year to date budget mainly as a result of open space contributions (\$1.084 million), Hobsons Bay caravan park contributions (\$92,000) and capital contributions – where nothing was budgeted to be received in the first half of the year (\$141,000).

- 1.7 Net gain on disposal of property, infrastructure, plant and equipment is forecast to be under budget (\$19,000) due to an anticipated increase in the sale of plant book value costs (\$30,000), offset by an increase in sale of right of ways income (\$10,000).
- 1.8 Other income is forecast to be over budget by \$278,000 mainly due to increased interest on investments resulting from higher available cash reserves (\$300,000).

Actual income at December 2018 is \$603,000 over the year to date budget mainly from interest on investments (\$311,000) and rental income (\$278,000).

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**Hobsons Bay City Council – Financial Report for the period ended
31 December 2018**

- 1.9 Employee costs are expected to be under budget by \$783,000. Forecast reductions include the annual WorkCover insurance premium (\$281,000), vacant positions yet to be filled – generally within town planning and asset management (\$348,000) and new positions included within the 2018-19 budget that are being reviewed (\$328,000).

Forecast reductions have also been made to community care – resulting from changes to the sector (\$239,000), information technology (\$131,000) and a reduction within the Community Wellbeing directorate (\$80,000).

Forecast increases include open space and city design - funded from capital expenditure and materials and services (\$126,000), community care redundancies (\$115,000), library sick leave (\$105,000), city services - offset by saving in material and services (\$94,000), family day care redundancy (\$66,000), strategic infrastructure (\$46,000). School focused youth services (\$57,000) and the youth communities that care project (\$52,000) have both increased due to grants received last year, whilst enhanced maternal and child health employee costs have also increased due to additional grant funding (\$49,000).

Actual expenditure is \$857,000 under the year to date budget mainly due to a review of new positions included within the 2018-19 budget (\$558,000) and community care services (\$117,000). These reductions have been reflected in the forecasts.

- 1.10 Materials and services are expected to be over budget by \$692,000. The most significant forecast increases relate to operational projects transferred from the capital works program. Whilst these projects are included within capital, they do not add to the Council's asset base. From a financial perspective, this is a transfer of costs rather than an additional cost (\$530,000).

Other forecast increases include the library creative technology hub – funded from an unexpended grant received in 2017-18 (\$151,000), town planning VCAT appeals professional services (\$120,000), social housing investment planning – funded by a new grant (\$112,000), new Monash industry team initiative projects to be completed in February (\$108,000), professional services for senior officer recruitment (\$100,000), local laws court costs – offset by additional local laws income (\$80,000) and information technology annual software maintenance (\$127,000).

The most significant forecast savings relate to planning scheme amendments - in line with application activity (\$270,000), facilities maintenance - saving on the new contract (\$200,000) and community care services (\$169,000).

Actual expenditure at December 2018 is \$2.075 million under the year to date budget. This includes city services contracts – including savings on the new contract reflected in the forecast (\$974,000), planning scheme amendments - reflected in the forecast (\$237,000), building and road audits - to be expended within the second half of the year (\$160,000), community care services – reflected in the forecast (\$165,000) and parks, horticulture and conservation water - to be expended over the second half of the year (\$153,000).

Actual expenditure over the year to date budget includes operational expenditure from the capital works program (\$286,000). Other expenditure over year to date includes town planning VCAT appeals professional services (\$145,000) and local laws court costs (\$80,000), both due to a number of large cases in the first half of the year and both reflected in the forecast.

**Hobsons Bay City Council – Financial Report for the period ended
31 December 2018**

- 1.11 Depreciation is forecast to under the budget by \$478,000. The decrease is largely a result of the road, footpath and cycleway revaluations completed late in 2017-18, which decreased the value of these assets.

Depreciation is a non-cash item and has minimal impact on funding council's budget in 2018-19 and its long term financial plan.

- 1.12 Other expenses are forecast to be \$84,000 under budget mainly due to a reduction in leasing fees for telecommunications (\$65,000) and leasing fees for City Services plant and equipment (\$20,000). These items are the main reasons why actual expenditure is \$57,000 under the year to date budget.

**Ordinary Council Meeting
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**Hobsons Bay City Council – Financial Report for the period ended
31 December 2018**

2. Summary Capital Works Program

| | Actual @ 31/12/18 \$'000 | YTD Budget @ 31/12/18 \$'000 | Budget 2018-19 \$'000 | Forecast 2018-19 \$'000 | Forecast / Budget \$'000 |
|--|--------------------------------|---------------------------------------|-----------------------------|-------------------------------|--------------------------------|
| Items to be Capitalised | 14,695 | 13,006 | 43,534 | 41,867 | 1,667 |
| Operational Projects | 460 | 69 | 557 | 1,087 | (531) |
| Total Capital Works Expenditure | 15,155 | 13,075 | 44,091 | 42,954 | 1,136 |
| Capital Works Income | 4,598 | - | 1,940 | 5,759 | 3,819 |
| Transfers from Capital Carryover Reserve | 6,947 | 4,461 | 4,461 | 6,947 | 2,486 |
| Transfers to Capital Carryover Reserve | - | - | - | 8,415 | (8,415) |
| Net Capital Works Program | 3,610 | 8,614 | 37,690 | 38,663 | (973) |

The Council's 2018-19 capital works program, including variations to individual capital projects are highlighted in the capital works attachment.

The forecast result of the capital works program compared to budget is a deficit of \$973,000 after forecast adjustments and carryovers are taken into account. The deficit is generally a result of:

- purchase of land in Epsom street, Laverton (\$644,000)
- additional waste projects added into the program funded from an increase in the waste reserve (\$69,000)
- building condition audits originally included within the operational budget (\$250,000)

Capital Works Expenditure for the period ended 31 December 2018 was \$15.155 million compared to the year to date budget of \$13.075 million.

The initial budgeted capital expenditure for the 2018-19 financial year of \$44.091 million has decreased to a forecast of \$42.954 million. The decreased forecast expenditure of \$1.136 million compared to the budget is attributable to:

- carryover adjustments to next year's program (\$5.620 million)
- expenditure carryover adjustments from the prior year's program (\$2.934 million)
- net deficit to capital expenditure (\$973,000)
- the increase in funded capital expenditure (\$577,000)

Capital Income for the period ended 31 December 2018 was \$4.598 million.

The initial budgeted capital income for the 2018-19 financial year of \$1.94 million has been increased to a year-end forecast of \$5.759 million. The increased forecast income of \$3.819 million compared to budget is attributable to:

- income that was forecast to be received in 2017-18, that is now expected to be received in 2018-19 (\$448,000)
- additional unbudgeted income that has been received to fund the capital program (\$577,000)
- brought forward income from the 2019-20 budget (\$2.795 million)

**Ordinary Council Meeting
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**Hobsons Bay City Council – Financial Report for the period ended
31 December 2018**

Transfers from the capital carryover over reserve fund the additional capital works required in 2018-19 to complete the 2017-18 program and income budgeted to be received in 2017-18 that is now expected to be received 2018-19. The initial budgeted transfer from the reserve of \$4.461 million was adjusted to \$6.947 million after post budget adjustments.

Transfers to the capital carryover over reserve fund the capital works budgeted in 2018-19, now expected to be completed in 2019-20. It is forecast that \$5.620 million capital expenditure will be delayed until the next financial year. In addition, \$2.795 million capital income has been, or is now forecast to be received this financial year that relates to 2019-20.

3. Rate Determination Result

| | Actual @ 31/9/18 \$'000 | YTD Budget @ 31/9/18 \$'000 | Budget 2018-19 \$'000 | Forecast 2018-19 \$'000 | Forecast / Budget \$'000 |
|----------------------------------|-------------------------------|-----------------------------------|-----------------------------|-------------------------------|--------------------------------|
| Operating Surplus | 18,146 | 6,294 | 17,011 | 23,329 | 6,318 |
| Less Items to be Capitalised | (14,695) | (13,770) | (43,534) | (41,867) | 1,667 |
| Plus Transfers to/from Reserves | 8,348 | 5,814 | 7,612 | 76 | (7,536) |
| Plus Depreciation | 9,190 | 9,426 | 18,859 | 18,381 | (478) |
| Plus Book Value Assets Sold | 130 | 50 | 100 | 130 | 30 |
| Rate Determination Result | 21,119 | 7,814 | 48 | 48 | - |

4. Summary Cash Flow Statement

| | Actual @ 31/12/18 \$'000 | Budget 2018-19 \$'000 | Forecast 2018-19 \$'000 |
|---|--------------------------------|-----------------------------|-------------------------------|
| Cash flows from Operating Activities | 27,410 | 37,351 | 43,927 |
| Cash Flows from Investing Activities | (14,500) | (43,334) | (41,656) |
| Cash Flows from Financing Activities | (316) | (626) | (626) |
| Net Increase/(Decrease) in cash held | 12,594 | (6,609) | 1,645 |
| | | | 0 |
| Add Cash at beginning of the year | 69,714 | 70,003 | 69,715 |
| Cash at end of Financial Period | 82,308 | 63,394 | 71,360 |

The summary cash flow statement indicates that Council's cash and investment balance was \$82.308 million as at 31 December 2018. The original budget of \$63.394 million for 30 June 2019 has been increased to \$71.360 million due to the revised forecast. The increased forecast level of cash at year end when compared to the budget (\$7.966 million) is generally a result of:

- capital works to be carried over to next year's program (\$5.620 million)
- income brought forward from the 2019-20 budget (\$2.795 million)

Hobsons Bay City Council – Financial Report for the period ended 31 December 2018

5. Reconciliation of Operating Result and Net Cash flows from operating Activities

| | Actual @ 31/12/18 \$'000 | Budget 2018-19 \$'000 | Forecast 2018-19 \$'000 |
|---|--------------------------------|-----------------------------|-------------------------------|
| Result from Ordinary Activities | 18,146 | 17,011 | 23,329 |
| Depreciation | 9,190 | 18,859 | 18,381 |
| (Gain) / Loss on Disposal of Property, Infrastructure, Plant & Equipment | (65) | (100) | (81) |
| Net movement in Operating Assets & Liabilities | 139 | 1,581 | 2,299 |
| Net Cash Inflow/(Outflow) from operating activities | 27,410 | 37,351 | 43,927 |

6. Summary Balance Sheet

| | Actual @ 31/12/18 \$'000 | Budget 2018-19 \$'000 | Forecast 2018-19 \$'000 |
|-------------------------------|--------------------------------|-----------------------------|-------------------------------|
| Total Current Assets | 91,821 | 69,201 | 80,894 |
| Total Non-Current Assets | 1,199,050 | 1,060,816 | 1,231,476 |
| Total Assets | 1,290,871 | 1,130,017 | 1,312,370 |
| Total Current Liabilities | 28,657 | 31,964 | 30,257 |
| Total Non-Current Liabilities | 15,016 | 15,237 | 15,036 |
| Total Liabilities | 43,673 | 47,201 | 45,293 |
| Net Assets | 1,247,198 | 1,082,816 | 1,267,077 |
| Represented By | | | |
| Accumulated Surplus | 481,377 | 436,097 | 492,984 |
| Asset Revaluation Reserve | 711,727 | 609,144 | 724,291 |
| Other Reserves | 54,094 | 37,576 | 49,801 |
| Total Equity | 1,247,198 | 1,082,816 | 1,267,077 |

Hobsons Bay City Council – Financial Report for the period ended 31 December 2018

7. Financial Health Indicators

| | Actual @ 30/9/18 \$'000 | Budget 2018-19 \$'000 | Forecast 2018-19 \$'000 |
|--|-------------------------------|-----------------------------|-------------------------------|
| Financial ratios | | | |
| Debt Servicing Ratio | | | |
| Debt servicing costs / Total revenue | 0.4% | 0.5% | 0.4% |
| Debt Commitment Ratio | | | |
| Debt servicing & redemption costs / Rate revenue | 0.6% | 0.6% | 0.6% |
| Revenue ratio | | | |
| Rate revenue / Total revenue | 70.0% | 77.7% | 74.9% |
| Working Capital Ratio | | | |
| Current assets / Current liabilities | 320.4% | 216.5% | 267.4% |
| Operating ratios | | | |
| Revenue flexibility | | | |
| Own source revenue / Operating revenue | 80.9% | 88.2% | 85.4% |
| Sustainability | | | |
| Operating surplus / Operating revenue | 23.6% | 12.3% | 16.2% |
| Efficiency ratios | | | |
| Labour | | | |
| Employee costs / Revenue | 37.3% | 42.3% | 40.0% |
| Return on investment | | | |
| Interest revenue / Total investments | 2.3% | 2.2% | 2.3% |
| Debt recovery | | | |
| Total Receivables / Revenue | 5.8% | 4.4% | 5.8% |

**Hobsons Bay City Council – Financial Report for the period ended
31 December 2018**

Ratio Definitions**Financial Ratios**

| | |
|---|--|
| Debt Servicing Ratio $\frac{\text{Debt servicing costs}}{\text{Total revenue}}$ | This ratio indicates the ability of the Council to pay interest on its loans, from total revenue. Aim is for the Council to keep this ratio at a low level. |
| Debt Commitment Ratio $\frac{\text{Debt servicing \& redemption costs}}{\text{Rate revenue}}$ | This ratio indicates the ability of the Council to pay interest on its loans, and to repay the loans, from rates. Aim is for the Council to keep this ratio at a low level. |
| Revenue Ratio $\frac{\text{Rate revenue}}{\text{Total revenue}}$ | This ratio indicates the ability of the Council to generate rates and its dependence on rates, when compared to total revenue. |
| Working Capital Ratio $\frac{\text{Current assets}}{\text{Current liabilities}}$ | This ratio indicates the amount by which the Council's short-term assets exceed short-term obligations. The amount of excess current assets over current liabilities required is dictated by the requirement to fund recurrent operations. Working capital ratios should be well in excess of 100%. |

Operating Ratios

| | |
|--|---|
| Revenue flexibility $\frac{\text{Own source revenue}}{\text{Operating revenue}}$ | This ratio indicates the ability of the Council to generate its own revenues, and thus its self-reliance. The higher the proportion of revenue that the Council generates from its own operations, the more control it has over recurrent sources of funding. There is less reliance on grants and cash contributions that are outside the Council's control, and which may be inconveniently timed, or which may simply stop. Many outside revenue sources (such as grants) are tied to specific purposes and cannot be used to meet discretionary expenditures. |
| Sustainability $\frac{\text{Operating surplus}}{\text{Operating revenue}}$ | This ratio indicates the extent to which the Council's operations are sustainable in the longer-term. Ideally, this ratio will always be positive. Larger and/or persistent underlying operating deficits may lead to insufficient funds to maintain infrastructure. This may lead to sudden and large funding requirements that cannot be financed from operations. |

Efficiency Ratios

| | |
|---|---|
| Labour $\frac{\text{Employee costs}}{\text{Revenue}}$ | Typically, labor costs are the biggest discretionary operating expenditure item for the Council. This ratio shows what percentage of own-source revenue is spent on employee expenses and indicates the Council's sensitivity to changes in these expenses. |
| Return on investment $\frac{\text{Interest revenue}}{\text{Total investments}}$ | This ratio indicates the average return on unutilised cash and investment balances. To indicate performance, it can be compared with an appropriate, risk-free reference rate applicable to the average term to maturity of the investments. |
| Debt recovery $\frac{\text{Total Receivables}}{\text{Revenue}}$ | This ratio indicates how efficiently debts are converted into cash. If a significant proportion of debtors are overdue, a higher level of working capital may be required, or payments to suppliers or planned capital works may need to be deferred because of a lack of cash. |

Hobsons Bay City Council – Financial Report for the period ended 31 December 2018

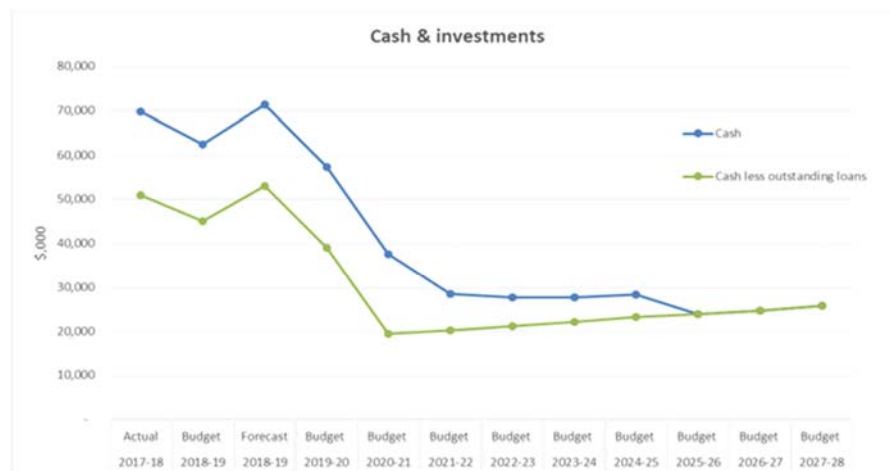
8. Long Term Financial Plan – Basic Financial Assessment

The following graph outlines Hobsons Bay’s operational and financial (rate determination) results until 2027-28. The variances in the operational results are largely due to capital works funding, which fluctuates throughout the Long Term Financial Plan (LTFP). The reducing surpluses in future years are a concern, whilst the improved forecast in 2018-19 has resulted in a slight improvement to predicted future results.



The following graph outlines Council’s cash and investments over the current LTFP. The graph also predicts cash levels if outstanding loans were paid in full. The significantly reducing cash levels in the first few years of the LTFP are a result of Council allocating its infrastructure, recreation, open space and waste reserves towards a robust capital works program, with a focus on asset renewal.

As a general rule, Council should be looking to slowly grow its cash reserves due to the natural growth (CPI) that will occur within expenditure and salaries. This will be the aim after the initial significant capital investment.



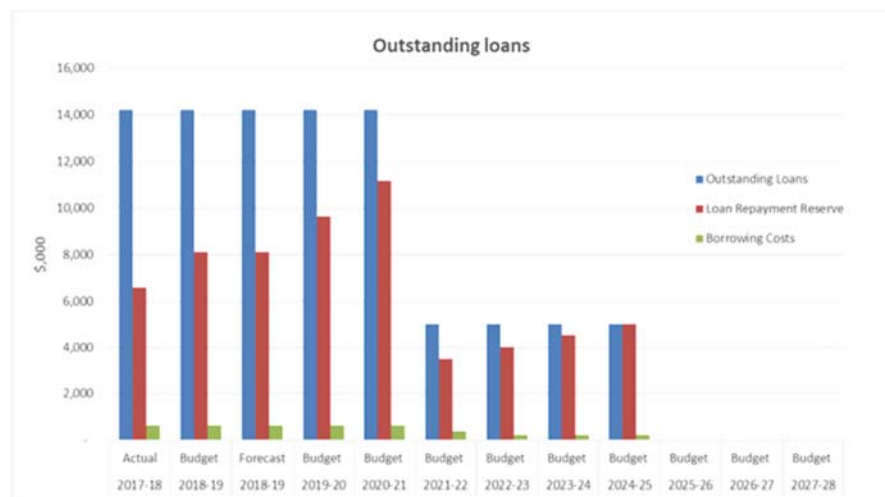
Hobsons Bay City Council – Financial Report for the period ended 31 December 2018

The following graph outlines Council's liquidity ratio, which indicates the amount that Council's short term assets exceed its short term obligations and thus Council's ability to fund its short term operations. A ratio over 100 per cent generally indicates a manageable short term financial position.

The graph highlights Council's extremely healthy liquidity ratio that currently exists. The ratio is expected to be significantly reduced, in-line with the anticipated reduction in cash and investments. The ratio will need to be carefully monitored in the latter years of the LTFP to ensure that it remains over 100 per cent.



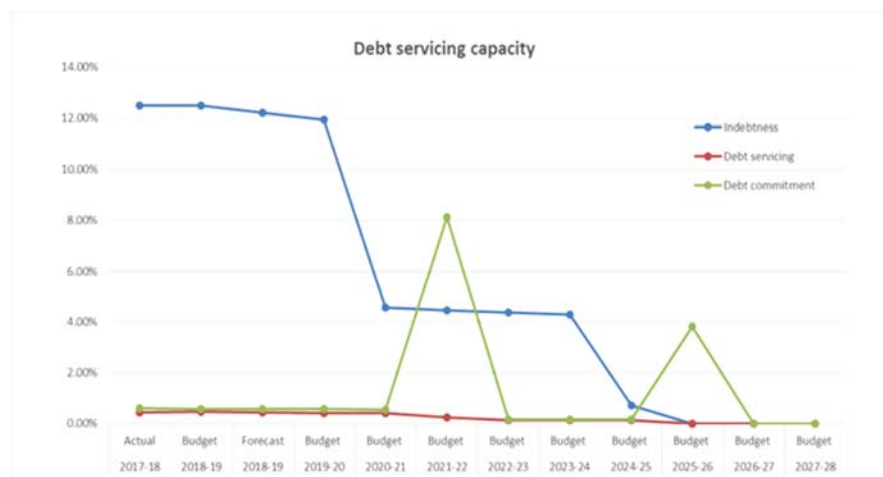
The following graph outlines Hobsons Bay's outstanding loans and borrowing costs (interest) predicted in each year of the LTFP. It also predicts the amounts that Council will hold in its loan repayment reserve, used to ensure that that adequate funding is available to repay principal when required.



Hobsons Bay City Council – Financial Report for the period ended 31 December 2018

The following graph provides guidance on Hobsons Bay’s debt servicing capacity and indicates that Council is within all indicators throughout the LTFP. Despite some existing borrowings Hobsons Bay has relatively low levels of debt. The figures indicate that Council has the capacity to increase its debt, whilst maintaining a financially sustainable position, within acceptable debt levels.

It should be remembered that borrowing money does not increase the amount of money available to spend. It allows a higher level of expenditure in a given year, but as it must be repaid with interest it requires a reduction in expenditure in future years.



Ordinary Council Meeting Agenda - Appendices

| Capital Works Program 2018-19 | EXPENDITURE | | | | | | | INCOME | | | | | | |
|-------------------------------------|----------------|-------------------------|----------------|--------------|------------|-------------|--|----------------|-------------------------|----------------|--------------|-------------|--|---|
| | Adopted Budget | Post Budget adjustments | Revised Budget | New Forecast | YTD Budget | YTD Actuals | Proposed Brought Forward/ Carried Over | Adopted Budget | Post Budget adjustments | Revised Budget | New Forecast | YTD Actuals | Proposed Brought Forward/ Carried Over | |
| Active Communities | | | | | | | | | | | | | | |
| Laverton Swim Centre (Future Plan) | 6,750 | 250 | 7,000 | 7,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Capital Works | | | | | | | | | | | | | | |
| Early Years Altona / Seaholme | 2,890,000 | 350,000 | 3,240,000 | 3,445,000 | 951,000 | 3,211,100 | 0 | (800,000) | 0 | (800,000) | (800,000) | (720,000) | 0 | 0 |
| Altona sports centre extension | 835,000 | 30,000 | 865,000 | 865,000 | 274,000 | 351,661 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| JT Gray Reserve Pavilion | 2,554,816 | 142,184 | 2,697,000 | 57,000 | 617,000 | 56,534 | 2,640,000 | (325,000) | 0 | (325,000) | (325,000) | 0 | 0 | 0 |
| Council Asset Maintenance | 4,850,000 | 320,000 | 5,170,000 | 3,987,802 | 1,318,000 | 1,689,825 | 1,760,000 | 0 | 90,000 | 90,000 | 0 | 0 | 0 | 0 |
| Pavilions Minor Works | 250,000 | 0 | 250,000 | 600,000 | 84,000 | 8,825 | 0 | 0 | 0 | 0 | (289,500) | (289,500) | 289,500 | 0 |
| Public Toilets Renewals/Upgrade | 750,000 | 180,000 | 930,000 | 942,840 | 221,000 | 298,745 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| ALSC Tower Upgrade | 5,000 | 0 | 5,000 | 5,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Logan Reserve information Pavilion | 45,000 | 0 | 45,000 | 34,800 | 15,000 | 1,800 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Williamstown Bowling Club | 20,000 | 0 | 20,000 | 20,000 | 5,000 | 13,800 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| N/port Library /Youth/Senior Centre | 285,000 | 0 | 285,000 | 285,000 | 94,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Library Furniture & Fitout | 486,600 | (63,600) | 423,000 | 844,846 | 107,000 | 804,618 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Kororoit Creek Development | 757,424 | 29,576 | 787,000 | 467,110 | 0 | 43,471 | 320,000 | (365,000) | 0 | (365,000) | (365,000) | (65,000) | 0 | 0 |
| Williamstown Mechanics Institute | 1,881,536 | 11,464 | 1,893,000 | 960,895 | 526,000 | 685,895 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Williamstown Town Hall Forecourt | 0 | 0 | 0 | 0 | 0 | (39,966) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Epsom Street | 1,085,000 | 0 | 1,085,000 | 1,428,929 | 356,000 | 766,218 | 300,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Park Lighting Upgrade | 60,000 | 0 | 60,000 | 60,000 | 20,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Williamstown Bunker Interpretation | 75,000 | 0 | 75,000 | 108,000 | 24,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Street Lighting | 180,000 | 0 | 180,000 | 265,000 | 61,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Beach Lockers | 5,000 | 0 | 5,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Playground Upgrades | 200,000 | 0 | 200,000 | 194,606 | 65,000 | 14,846 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Outdoor Gyms | 250,000 | 0 | 250,000 | 250,000 | 83,000 | 11,460 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Open Space Upgrades | 1,300,000 | (50,000) | 1,250,000 | 1,438,238 | 394,000 | 125,677 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| West Gate Tunnel-Open Space enhance | 0 | 0 | 0 | 235,000 | 0 | 350 | 0 | 0 | 0 | (2,000,000) | (2,000,000) | (2,000,000) | 1,765,000 | 0 |
| Seating - Market St Reserve | 10,000 | 0 | 10,000 | 0 | 5,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Market Street Transformation | 100,000 | 0 | 100,000 | 0 | 32,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Fencing of Council Reserves | 155,000 | 50,000 | 205,000 | 204,738 | 49,000 | 86,378 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Nelson Place Action Plan | 100,000 | 0 | 100,000 | 100,000 | 0 | 369 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| JK Grant Pavilion Upgrade | 0 | 0 | 0 | 425 | 0 | 425 | 0 | (25,000) | 0 | (25,000) | (25,000) | 0 | 0 | 0 |
| Sporting Grd Infrac/Floodlighting | 578,443 | 78,557 | 657,000 | 1,019,392 | 145,000 | 187,491 | 0 | 0 | 0 | (150,909) | (150,909) | (150,909) | 0 | 0 |
| Cricknet Practice Nets | 160,000 | 0 | 160,000 | 130,440 | 53,000 | 100,440 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Sporting Ground Redevelopments | 1,000,000 | 33,000 | 1,033,000 | 1,038,655 | 328,000 | 406,680 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Community Gardens | 30,000 | 0 | 30,000 | 30,000 | 11,000 | 20,153 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Bayside collage sports ground | 0 | 0 | 0 | 50,000 | 0 | 12,300 | 0 | 0 | 0 | (480,000) | (480,000) | (480,000) | 430,000 | 0 |
| Tennis Needs - Assessment | 100,000 | 0 | 100,000 | 180,000 | 32,000 | 4,440 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Hard Courts - Various | 260,000 | 0 | 260,000 | 380,000 | 86,000 | 37,532 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Vibrant Villages Program | 750,000 | (100,000) | 650,000 | 592,947 | 218,000 | 84,361 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Esplanade / Apex Park Interface | 20,000 | 0 | 20,000 | 9,339 | 5,000 | 8,491 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Hosken Reserve Development | 20,000 | 0 | 20,000 | 13,457 | 5,000 | 3,457 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Sommers Parade Streetscape | 5,000 | 0 | 5,000 | 2,238 | 0 | 300 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Off Leash Works - Lynch Reserve | 50,000 | (50,000) | 0 | 21,272 | 0 | 21,272 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Kids Playground | 10,000 | 0 | 10,000 | 0 | 5,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| HD Graham Rsv Future Sport Developm | 65,000 | 0 | 65,000 | 0 | 22,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Altona Meadows - Dog Park | 200,000 | 0 | 200,000 | 200,000 | 67,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Williamstown Botanical Gardens | 180,000 | 0 | 180,000 | 180,000 | 61,000 | 3,740 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Foreshore Lighting of Shared Paths | 50,000 | 0 | 50,000 | 5,808 | 17,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Bayside Paisley College | 850,000 | 0 | 850,000 | 300,000 | 279,000 | 21,780 | 600,000 | 0 | 0 | 0 | (360,000) | (360,000) | 310,000 | 0 |

| Capital Works Program 2018-19 | EXPENDITURE | | | | | | | INCOME | | | | | |
|---|----------------|-------------------------|----------------|--------------|------------|-------------|--|----------------|-------------------------|----------------|--------------|-------------|--|
| | Adopted Budget | Post Budget adjustments | Revised Budget | New Forecast | YTD Budget | YTD Actuals | Proposed Brought Forward/ Carried Over | Adopted Budget | Post Budget adjustments | Revised Budget | New Forecast | YTD Actuals | Proposed Brought Forward/ Carried Over |
| Pedestrian Crossing - Douglas Par | 90,000 | 0 | 90,000 | 90,000 | 29,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Rd Rehab - Lenore Cr | 0 | 0 | 0 | 14,148 | 0 | 14,148 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| HD Graham Masterplan | 65,000 | 0 | 65,000 | 95,000 | 22,000 | 21,591 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Digman Rsv Feasibility/Master Plan | 100,000 | 0 | 100,000 | 100,000 | 32,000 | 13,190 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Building Altona Central Precinct Review | 0 | 0 | 0 | 3,047 | 0 | 3,047 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| City Design | | | | | | | | | | | | | |
| Blenheim Road Open Space | 0 | 0 | 0 | 2,687 | 0 | 2,687 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Armstrong Reserve | 375,000 | 0 | 375,000 | 200,000 | 123,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Trees - Railway Avenue (Laverton) | 0 | 0 | 0 | 13,298 | 0 | 13,298 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Civil | | | | | | | | | | | | | |
| Bridge Renewal | 270,000 | 0 | 270,000 | 270,000 | 91,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Drainage Renewal | 500,000 | 0 | 500,000 | 500,000 | 164,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Skeleton Creek Connections | 100,000 | (100,000) | 0 | 15,593 | 0 | 15,593 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Interconnected Hobsons Bay | 50,000 | 0 | 50,000 | 50,000 | 17,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Shared Trail Upgrade | 500,000 | 460,000 | 960,000 | 1,094,146 | 165,000 | 464,146 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Trail- Point Cook (Shane-Catherine) | 0 | 184,000 | 184,000 | 184,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Trail Infrastructure - Maintenance | 200,000 | 60,000 | 260,000 | 260,000 | 67,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Shared Trails - Assessment | 245,000 | (165,000) | 80,000 | 80,000 | 20,000 | 5,136 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Foreshore Remedial Program | 1,815,000 | 432,000 | 2,247,000 | 2,330,611 | 532,000 | 587,730 | 0 | (150,000) | (80,000) | (230,000) | (230,000) | (80,000) | 0 |
| Car Park - Various | 1,025,000 | 0 | 1,025,000 | 989,006 | 338,000 | 81,042 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Wayfinder Signage | 150,000 | 0 | 150,000 | 150,000 | 50,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Road Rehabilitation | 1,390,000 | 197,000 | 1,587,000 | 1,534,545 | 392,000 | 905,758 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Rd Rehab - Electra St | 1,100,000 | 277,000 | 1,377,000 | 1,377,000 | 296,000 | 1,077,811 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Stitch in Time Road Resurfacing | 2,390,000 | 0 | 2,390,000 | 2,443,740 | 787,000 | 448,590 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Rd Rehab - Minor Capital Works | 350,000 | 0 | 350,000 | 411,075 | 117,000 | 44,883 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| RoadRehab-Upgrade Unsealed Flanks | 350,000 | 0 | 350,000 | 377,000 | 116,000 | 1,900 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Traffic Calming Devices Renewal | 200,000 | 0 | 200,000 | 200,000 | 66,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Rd Rehab - Vernon St | 30,000 | 0 | 30,000 | 30,000 | 11,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Rd Rehab - Altona Road | 50,000 | 0 | 50,000 | 50,000 | 17,000 | 4,600 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Rd Rehab - Merton St | 150,000 | 0 | 150,000 | 150,000 | 50,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Rd Rehab - Charles St | 400,000 | (200,000) | 200,000 | 0 | 67,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Road Rehab - Hudsons Road | 580,000 | 0 | 580,000 | 253,592 | 190,000 | 4,364 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Rd Rehab - Railway Pl | 900,000 | 0 | 900,000 | 900,000 | 296,000 | 302,225 | 0 | (665,000) | 0 | (665,000) | (665,000) | (384,295) | 0 |
| Spotswood Resurfacing | 200,000 | 0 | 200,000 | 200,000 | 67,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Culture | | | | | | | | | | | | | |
| Heritage Signs | 75,000 | 50,000 | 125,000 | 125,000 | 24,000 | 30,654 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Facilities Maintenance | | | | | | | | | | | | | |
| Operations Improvements | 100,000 | 0 | 100,000 | 40,000 | 30,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| IT | | | | | | | | | | | | | |
| IT Strategy Implementation | 520,000 | 175,000 | 695,000 | 695,000 | 172,000 | 172,644 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Library | | | | | | | | | | | | | |
| Library Resources | 1,175,000 | 86,000 | 1,261,000 | 1,211,001 | 385,000 | 516,998 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Operations Centre | | | | | | | | | | | | | |
| Pit Upgrade Program | 80,000 | 0 | 80,000 | 80,000 | 27,000 | 25,068 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Pathways - Various Reserve | 300,000 | 0 | 300,000 | 300,000 | 99,000 | 27,999 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Footpath Renewals - Various | 1,300,000 | 0 | 1,300,000 | 1,361,114 | 446,000 | 249,050 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Open Space Asset Renewal | 500,000 | 0 | 500,000 | 500,000 | 165,000 | 46,035 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Bio-Diversity Strategy | 150,000 | 0 | 150,000 | 150,000 | 51,000 | 41,252 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| IrrigationUpgradeBackflowPrevention | 85,000 | 0 | 85,000 | 67,250 | 26,000 | 5,750 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| Capital Works Program 2018-19 | EXPENDITURE | | | | | | | INCOME | | | | | |
|------------------------------------|-------------------|-------------------------|-------------------|-------------------|-------------------|-------------------|--|--------------------|-------------------------|--------------------|--------------------|--------------------|--|
| | Adopted Budget | Post Budget adjustments | Revised Budget | New Forecast | YTD Budget | YTD Actuals | Proposed Brought Forward/ Carried Over | Adopted Budget | Post Budget adjustments | Revised Budget | New Forecast | YTD Actuals | Proposed Brought Forward/ Carried Over |
| Plant Purchases | 1,025,000 | 0 | 1,025,000 | 1,025,000 | 338,000 | 343,075 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Elm Tree Management | 55,000 | 0 | 55,000 | 55,000 | 18,000 | 31,167 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Tree Planting | 310,000 | 0 | 310,000 | 280,000 | 102,000 | 204,394 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Waste Management Program | 300,000 | 0 | 300,000 | 300,000 | 99,000 | 96,584 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Festive Celebrations | 0 | 0 | 0 | 20,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Strategic | | | | | | | | | | | | | |
| Traffic Management | 350,000 | 259,000 | 609,000 | 528,213 | 99,000 | 262,145 | 0 | 0 | (68,000) | (68,000) | (68,000) | (68,000) | 0 |
| Car Park - Aviation Rd | 0 | 20,000 | 20,000 | 20,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Esplanade - Pedestrian Improvement | 280,000 | 0 | 280,000 | 280,000 | 92,000 | 24,700 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Pedestrian Crossing - Pier Street | 15,000 | 0 | 15,000 | 15,000 | 5,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Sundry | | | | | | | | | | | | | |
| Williamstown Football Ground | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | (182) | (182) | 0 |
| Sustainability | | | | | | | | | | | | | |
| Greenhouse Strategy | 430,000 | 238,000 | 668,000 | 573,000 | 140,000 | 21,392 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 44,090,569 | 2,934,431 | 47,025,000 | 42,954,839 | 13,075,000 | 15,155,112 | 5,620,000 | (1,940,000) | (448,000) | (2,388,000) | (5,758,591) | (4,597,886) | 2,794,500 |

Councillor Support and Expenses Policy

2018 Version 7.0



1 Policy Objective

Councillors are elected, as the representatives of residents and ratepayers, to govern the City of Hobsons Bay. To assist them to perform their duties as a Councillor, as defined in s75(2) of the *Local Government Act 1989* (the Act), they will be provided with administrative support, resources and facilities and be reimbursed for expenses specified in this policy.

In accordance with s75B of the Act the Council must adopt and maintain a policy in relation to the reimbursement of expenses for Councillors and members of Council committees. This requirement will be met by this policy.

2 Background

Part 1A of the Act sets out the role, functions duties and powers of a Council. Section 65 of the Act defines the role of a Councillor. Section 75 of the Act provides for the reimbursement of necessary out of pocket expenses incurred while performing duties as a Councillor or committee member.

Section 74A (2) of the Act provides for payment of annual allowances to Mayors and Councillors. In addition, Councillors will be provided an amount equivalent to the superannuation guarantee. This amount may be paid into a superannuation account of the Councillor's choice.

3 Policy and Principles

1. Official Duties of a Councillor

Duties of a Councillor are defined in section 75(2) of the Act as duties performed by a Councillor that are necessary or appropriate for the purposes of achieving the objectives of a Council having regard to any relevant Act, regulations, Ministerial guidelines or Council policies.

For the purpose of this policy the activity attended by the Councillor should also meet the requirements of "duties as a Councillor" by demonstrating a benefit to the Hobsons Bay community. Councillors need to demonstrate that events that they attend have a direct benefit to Hobsons Bay City Council and that the attendance will assist Council to:

- achieve its key commitments under the Council Plan 2017-21; or
- meet its role, functions and responsibilities

Examples are:

- meetings of Council or its Committees
- meetings, briefing sessions and civic or ceremonial functions convened by the Mayor or Council
- meetings of community groups, organisations and statutory authorities to which a Councillor has been appointed as a Council representative
- a meeting, function or other official role as a representative of the Mayor or Council
- other meetings, inspections or events attended by a Councillor in an official capacity

**Ordinary Council Meeting
Agenda - Appendices**

2. Reimbursement of Expenses

Councillors may seek reimbursement of the following expenses by completing the Councillor Expense Claim Form:

- Vehicle/Travel
- Training/Conference
- Family care

The Claim Form will include a declaration by the Councillor that the expenses being claimed are accurate and have been incurred whilst undertaking Council business.

Where the activity is attended by a Councillor on a voluntary basis, or where there is no resolution or policy position of Council in support of attendance, then the activity will not be deemed to be "performing duties as a Councillor or committee member" and associated costs should be met by the Councillor.

Where there is uncertainty as to whether costs should be met by the Councillor, the matter will be referred to the Chief Executive Officer for determination.

The payment of a Councillor allowance and reimbursement of Councillor expenses may have taxation implications, which is the responsibility of individual Councillors.

3. Insurance

The Chief Executive Officer will ensure that policies of insurance are maintained in accordance with the provisions of the *Local Government Act 1989* and the *Accident Compensation Act 1985* to provide the relevant protections to Councillors while performing their duties as a Councillor.

4. Home/Workplace Facilities

Each Councillor is entitled to a range of IT equipment and home/workplace facilities to assist them to perform their duties as a Councillor. Councillors may select from the following range of IT equipment:

| | |
|--|--|
| <ul style="list-style-type: none"> • Desktop Computer • Laptop/Notebook • Tablet device • Mobile Telephone • Bring Your Own Device (BYOD) | <ul style="list-style-type: none"> • Printer • Monitor • Computer peripherals such as docking station, keyboard, mouse, and stylus. |
|--|--|

The selection of above technology options made by each Councillor must be approved by the Director Corporate Services to ensure each solution is cost effective, fit for purpose, and securely supported by Council's IT service.

Council will pay all connection fees, rental charges and Council related call charges associated with the use of the mobile telephone. It is expected that Councillors will

**Ordinary Council Meeting
Agenda - Appendices**

reimburse the Council for personal calls, after conducting a review and authorising their account statement.

Council will pay all charges associated with the use of the technology devices for Council related business. Councillors must adhere to the policies for security, maintenance and use of equipment, which may be amended or changed from time to time, in particular the Information Security Agreement.

All equipment remains the property of the Council and, except where terms for transfer have been approved by the Chief Executive Officer or delegate, must be returned at the end of a Councillor's term of office or upon retirement/resignation of the Councillor.

5. Civic Entertainment

All formal Council civic entertainment expenses where Council is the host will be met from the annual Council budget.

Councillors will be reimbursed reasonable expenses incurred while entertaining visiting dignitaries on behalf of Council including the cost of drinks accompanying a meal.

6. Meals and Refreshments

Where Council or Committee meetings are held at times that extend through normal meal times, Council will provide suitable meals and refreshments served on the premises.

7. Meeting Rooms and Councillor Office

Councillors can book meeting rooms owned and controlled by the Council for meetings, interviews and other functions where the primary purpose is to allow the Councillor to discharge their duty. The Councillor must be in attendance.

The Councillors' office is reserved for exclusive use by Councillors. The room is equipped for computer access and is suitable for office work, reading, research, filing of Council documents and small meetings.

8. Facilities for the Mayor

A fully maintained vehicle (including all associated costs such as servicing, fuel, insurance) will be provided to assist the Mayor to perform their duties of office.

In the event that the Mayor elects to not require a motor vehicle, an amount equivalent to the mean average vehicle operating cost for a medium vehicle as published by the RACV from time to time will be paid to the Mayor to cover expenses associated with servicing, fuel and insurance of the Mayor's private motor vehicle.

The Mayor is also provided with office accommodation at the Hobsons Bay Civic Centre.

9. Stationery and Secretarial Support

Secretarial support will be made available for Councillors to assist them with diary management and in responding to correspondence, enquiries and requests for service as part of their official duties as a Councillor.

Councillors will be supplied with business cards and a diary.

Council business papers, personal mail and other Council information will be couriered to

**Ordinary Council Meeting
Agenda - Appendices**

Councillors' place of residence weekly or as required.

10. Building Access and Parking

Each Councillor will receive one access card allowing 24 hour access to the Councillors' office area at the Hobsons Bay Civic Centre and access to the Council offices at the Hobsons Bay Civic Centre during normal business hours.

Designated car parking will be available at the Civic Centre offices as required.

11. Name Badges

Each Councillor will be provided with a name badge for use while on Council business.

12. Conferences and Professional Development

Council has adopted a Councillor Development and Conference Policy. This policy provides guidelines for Councillors wanting to access any training and development that may enhance and improve skills necessary to perform their duties as a Councillor. It also provides clarity on resource allocation for individual training and development entitlements.

13. Travel Expenses

The cost of travel undertaken by Councillors to assist them to undertake their duties as a Councillor will be reimbursed. Travel of a private nature, not related to the Councillor's duties, key goals and objectives, will not be reimbursed. Further information relating to the types of travel expenses for which reimbursement may be claimed is provided below.

Decisions regarding mode of transport must be based on public benefit having regard to factors including timing, convenience, availability, cost and individual commitments in each case.

Private Vehicle Use and Car Parking Costs

Councillors using their private vehicles to carry out their official Council duties such as attending meetings or participating in delegations outside the city area to which the Councillor has been appointed as a representative of the Council, will be reimbursed travel expenses on a per kilometre basis in accordance with the Hobsons Bay City Council Enterprise Agreement.

The cost of car parking incurred by Councillors in the course of performing their duties as a Councillor will be reimbursed.

Public Transport

Councillors may use public transport to assist them to carry out their duties as a Councillor. In such circumstances the cost of the public transport fare will be reimbursed.

Taxis and Ride Sharing Services

Councillors may use taxis and Ride Sharing Services (e.g. Uber) for travel to assist them to carry out their duties as a Councillor. Councillors will be supplied, upon request, with a cab charge voucher.

Use of hire vehicles (i.e. chauffeur driven luxury vehicles with negotiated fare) will only be approved subject to prior authorisation by the Chief Executive Officer.

Infringements

Councillors must not infringe against parking restrictions or any Victorian Road Rules and are personally liable for any infringement penalties received.

14. Family Care

Please refer to the Family Care Policy – Councillors for further information regarding Councillor entitlements.

15. Facilities and Expenses for Councillors with Disabilities

Council may resolve to provide reasonable additional facilities and meet reasonable additional expenses to assist a Councillor with a disability to perform their official Council duties.

16. Elections/Caretaker Policy

During an Election Period (commencing on the last day of nominations until 6pm on the Election Day), no Councillor may use Council resources for election purposes or any purpose that may be perceived as being used for the election. Further information can be obtained from Council's Election Period Policy 2016.

4 Procedural Guidelines**1. Claiming of Expenses**

Reimbursement of expenses will be made upon presentation of the completed Claim Form and attached tax invoices as evidence of all expenses.

Expense claims shall be submitted by Councillors on a monthly basis, and no later than three months from the date of expenditure.

Expense claims must be approved by the Manager Governance and Local Laws prior to reimbursement to the Councillor.

2. Audit and Reporting

An annual audit of Councillor expenses will be undertaken by the Chief Financial Officer or their delegate and reported to the Chief Executive Officer.

The audit will include a review of:

- all Councillor expenses claimed for the period
- evidence of reimbursement by Councillors of personal expenses not related to Council business
- appropriate sign off and authority levels for the approval of expenses

Details of net Councillor expenditure shall be reported on the Council website and updated on a monthly basis.

5 Related Documents

Councillor Code of Conduct
Family Care Policy – Councillors
Councillor Development and Conference Policy
Election Period Policy 2016

6 Related Legislation

Local Government Act 1989

7 Document Control

| | |
|---------------------------------|---|
| Policy Name: | Councillor Support and Expenses Policy |
| Object ID | POL |
| Responsible Directorate | Corporate Services |
| Responsible Officer: | Manager Governance and Local Laws |
| Date Adopted by Council: | TBC |
| Review Date: | Council Term 2020-2024 |

Version History

| Version Number | Date | Details |
|----------------|------------------|--------------------|
| 1.0 | 14 May 1996 | Adopted by Council |
| 2.0 | 14 November 2006 | Adopted by Council |
| 3.0 | 24 February 2009 | Adopted by Council |
| 4.0 | 8 February 2011 | Adopted by Council |
| 5.0 | 19 July 2011 | Adopted by Council |
| 6.0 | 13 August 2013 | Adopted by Council |
| 7.0 | TBC | Adopted by Council |

Family Care Policy - Councillors

2018 Version 5.0



1 Policy Objective

Councillors are elected, as the representatives of residents and ratepayers, to govern the City of Hobsons Bay. To assist them to perform their role and responsibilities, they will be entitled to seek reimbursement of family care expenses in accordance with this policy.

2 Background

Family care expenses include child care, specific home care, and any other support provided in the case of a dependent. Such expenses may consist of hourly fees, agency booking fees if applicable, and travel to and from events that meet the criteria of this policy.

3 Policy and Principles

Councillors will be reimbursed family care expenses when they have been engaged in discharging their Council duties. This includes attendance at:

- Ordinary or Special Council Meetings, and meetings of Committees of Council, including briefing sessions
- civic or ceremonial functions convened by the Council or Mayor, or events at which Councillors are invited/required to attend as a group
- other meetings scheduled by the Council or Mayor
- a meeting, function or other official role attended as an appointed representative of the Council or Mayor
- meetings of community groups, organisations, statutory authorities or any external body to which the Councillor has been appointed Council delegate or is otherwise authorised by the Council
- functions specific to the ward in which the Councillor is the elected representative, and at which the Councillor is representing the Council

4 Procedural Guidelines

The following procedural guidelines will apply to the reimbursement of family care expenses:

- arrangements for the provision of family care are the responsibility of the individual Councillor
- payment of carer expenses will be based on the current market rate and is subject to review
- Councillors will be reimbursed expenses on presentation of a completed claim form, and appropriate tax invoice showing the name of the carer, and details of dates, times and fees
- As Hobsons Bay is Child Safe Organisation, it is recommended that the care provider be a qualified carer, or as a minimum requirement, have a valid Working with Children Check. The carer should not have a close financial relationship with the Councillor.

5 Related Documents

Councillor Support and Expenses Policy

6 Related Legislation

Local Government Act 1989

7 Document Control

| | |
|--------------------------|-----------------------------------|
| Policy Name: | Family Care Policy - Councillors |
| Object ID | POL |
| Responsible Directorate | Corporate Services |
| Responsible Officer: | Manager Governance and Local Laws |
| Date Adopted by Council: | TBC |
| Review Date: | Council Term 2020-2024 |

Version History

| Version Number | Date | Details |
|----------------|------------------|---|
| 1.0 | 14 December 2004 | Adopted by Council |
| 2.0 | 28 June 2005 | Adopted by Council |
| 3.0 | 24 February 2009 | Adopted by Council |
| 4.0 | 25 August 2015 | Adopted by Council |
| | 23 April 2018 | <i>Transfer of Policy to new Policy document format</i> |
| 5.0 | TBC | Adopted by Council |

Councillor Development and Conference Policy

2018 Version 3.0



1 Policy Objective

To provide guidelines for Councillors wishing to access any training and development that may enhance and improve skills necessary to perform their role and function as Councillors.

To provide Councillors with clarity on resource allocation for individual training and development entitlements.

2 Background

Although professional development of Councillors is strongly encouraged, participation is on a voluntary basis.

As the needs of individual Councillors may vary, each Councillor is encouraged to enlist the assistance of the Chief Executive Officer in analysing their particular requirements and in identifying appropriate courses, seminars and training to meet these needs.

A number of conferences and seminars are organised throughout the year by professional bodies to develop the skill set Councillors need to undertake their roles and responsibilities as elected community representatives. Throughout the term of a Council opportunities will be presented to all Councillors to access various conferences, seminars, functions and training. The purpose of this policy is to provide guidelines for Councillors on attendance at conferences and seminars.

3 Policy and Principles

Professional development of Councillors is strongly encouraged and the selection of training or attendance at a conference or seminar should be relevant to the individual Councillor, and be of demonstrable benefit to the enhancement and development of the Councillor's skills and abilities with regard to effective community representation.

Newly elected Councillors shall be supported in their role through a comprehensive induction program as soon as possible after an election. This will include legislative requirements, roles and responsibilities of Councillors, policy development, strategic planning as well as issues affecting the City of Hobsons Bay.

Councillors will be given the opportunity to attend training programs, conferences and functions. The selection of a conference or function should be based on its relevance to the role and development of the Councillor or their Ward or portfolio responsibilities.

Attendance at any meetings or conferences at a total cost to Council in excess of \$2,000 must be subject to approval by a meeting of Council.

Attendance by Councillors at conferences, functions, seminars and other professional development activities at a total cost to Council of less than \$2,000 shall be arranged at the discretion of the individual Councillor, up to a maximum annual expenditure of:

Ordinary Council Meeting Agenda - Appendices

- \$4,000 per Councillor, or
- \$8,000 for the Mayor

In addition and as exceptions to the above:

- the Mayor and up to three other Councillors may be authorised to attend the Annual National General Assembly of the Australian Local Government Association, which provides councils with the opportunity to more fully participate and engage in discussion on matters of national importance to local government. Where, apart from the Mayor, the number of Councillors wishing to nominate for this Assembly exceeds three, determination of attendance will be by resolution of the Council; and
- any or all Councillors may be authorised to attend the Municipal Association of Victoria ('MAV') Councillor Development Weekend, which is the key event of the MAV professional development calendar for Councillors

Application to attend any interstate or overseas meetings or conferences involving Council expenditure should be discussed with the Chief Executive Officer prior to arrangements being made.

Council will pay registration fees for attendance at conference sessions.

Council will pay for main conference dinner if not covered by registration cost, together with all meals within reasonable limits for the duration of the conference.

Council will provide a Councillor with transport to, from and during conferences, which may be by:

- aircraft - economy class
- hire car up to standard 6 cylinder
- private/Council vehicle
- train/bus - economy class
- cab charge or ride sharing services i.e. Uber

Accommodation for Councillors will be available from the day prior to registration day and each day on which official sessions of the meeting or conference are held.

Councillors will be provided with a reasonable standard of accommodation. As a guide four star accommodation is considered appropriate. Councillors may accept room upgrades if the upgrade is at no additional cost to Council.

Accommodation will be organised at the hotel used for the conference, or if this is not available as close as possible to the event location.

Accommodation requests over and above the general standard will require authorisation by the Manager Governance and Local Laws.

4 Procedural Guidelines

Conferences and Seminars

It is appropriate for Councillors to attend conferences on matters of relevance to the Council's strategic direction. Attendance at such conferences is generally discussed among Councillors in the first instance, and with the Chief Executive Officer.

Councillors appointed to attend conferences and seminars shall have expenses for transport, accommodation, registration fees and meals relating to the conference or seminar paid for them.

Accompanying partners/guests

Any additional accommodation costs incurred as a result of the attendance of partners and/or children shall be borne by the Councillor.

5 Accountability

Upon return from any meeting or conference, the Councillor must provide and certify, a reconciliation of all expenditure incurred in attending that function together with details of any overseas or interstate travel by completing the Conference/Training Attendance Form. Within five days of returning from that function, the certification must be completed and submitted to the Executive Assistant to the Mayor and Councillors.

Details of interstate or overseas travel undertaken in an official capacity by any Councillor including the name of the Councillor, the dates of travel, the destination and purpose of the travel and the total cost to the Council of the travel, including accommodation costs will be required to be submitted to the Governance Department for inclusion in the statutory register as required by the Local Government (General) Regulations 2015.

Within two weeks of returning from any meeting or conference approved at a meeting of Council, the attending Councillor must provide a report on the event to the Council.

6 Related Council Policies

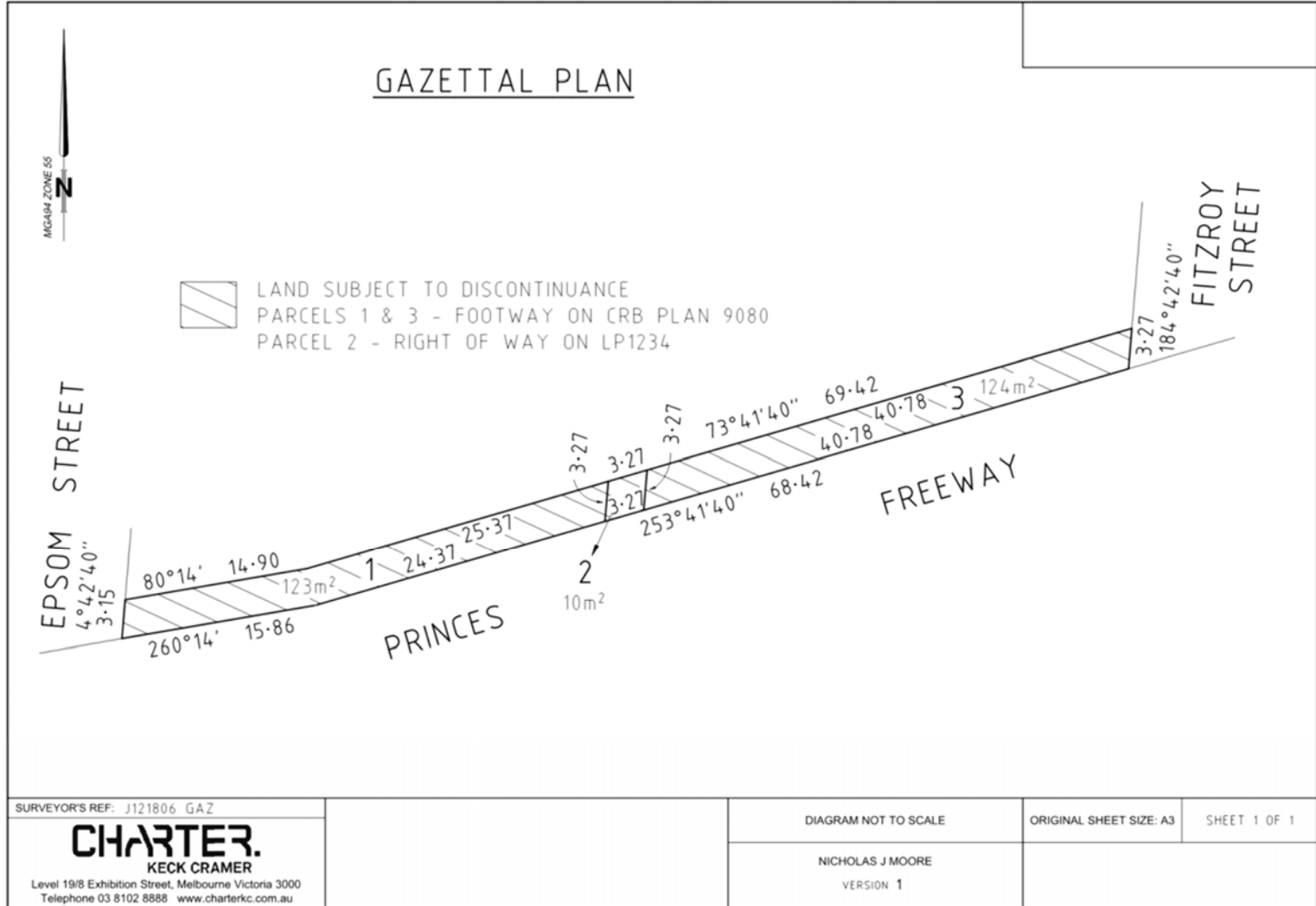
Councillor Support and Expenses Policy

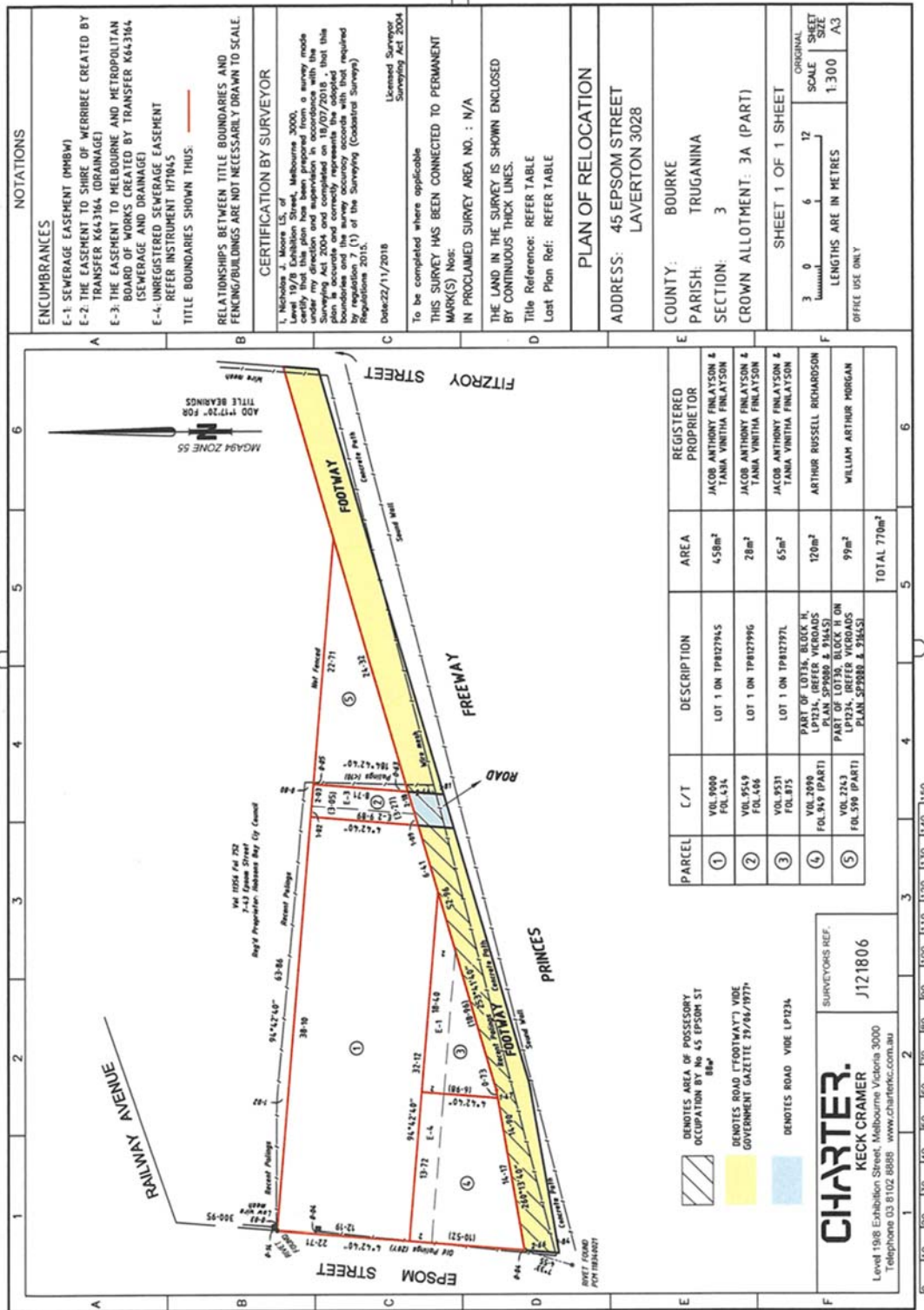
7 Document Control

| | |
|---------------------------------|---|
| Policy Name: | Councillor Development and Conference Policy |
| Object ID | POL |
| Responsible Directorate | Corporate Services |
| Responsible Officer: | Manager Governance and Local Laws |
| Date Adopted by Council: | TBC |
| Review Date: | Council Term 2020 - 2024 |

Version History

| Version Number | Date | Details |
|----------------|-----------------|--------------------|
| 1.0 | 11 October 2005 | Adopted by Council |
| 2.0 | 19 July 2011 | Adopted by Council |
| 3.0 | February 2019 | |





Advocacy Priorities 2019



Advocacy Priorities 2019

Advocacy is a process that challenges inequities by actively working with communities and key stakeholders to bring about changes in policy, process, practice, and attitudes to ensure communities' rights are upheld (VSO, 2012). Advocacy influences the social and political structures that promote and sustain injustice and inequality (Commonwealth of Australia, 1998).

Advocacy issues need to change with community needs, being a cyclic process including: the identification of needs, action, evaluation, and reformulation. In doing so the community will remain at the heart of Council's advocacy.

As the closest arm of government to the community, councils are well placed to understand and respond to local community needs and concerns. Council has engaged with the community through a range of projects and strategies to understand what the key issues are for them. This feedback, along with the evaluation of the Advocacy Strategy 2014-18, has provided a foundation for the 2019 Advocacy Priority Areas.

In 2019 it is recommended that there are seven advocacy themes with 20 advocacy areas. Of the 20 advocacy areas three will be Major Priority Advocacy Areas, where Council will undertake a major campaign. These three areas include:

1. Melbourne Metro 2
2. Youth Mental Health
3. Grieve Parade to be upgraded to a preferred truck route

Implementation

The evaluation of the Advocacy Strategy 2014-18 indicated key areas for improvements including having focused priority areas, flexibility in presentation of priorities so they can be easily updated with progress, targeted and strategic implementation, as well as continuing to identify opportunities to work collectively with others, including the community.

Given this, the implementation of the 2019 Advocacy Priorities will be over a 12 month period to allow for changes within the political environment and pursue opportunities as they arise. The Advocacy Priorities are specific in relation to advocacy asks, providing clarity to Council, stakeholders and potential partners. In addition, out of the 20 priority areas, three key priorities have been allocated as 'major priority advocacy areas'. These priority areas will have a dedicated campaign to support progress. The remaining 17 advocacy areas will be delivered via a smaller campaign e.g. submissions, letters, and meetings with key stakeholders.

To further enable flexibility and engagement with community the 2019 Advocacy Priorities will be largely web-based, providing Council with the ability to engage and activate community in actions as well as provide an update on how each of the priority areas have been progressed. Printed materials will also be available for the promotion of advocacy areas.

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Resources

Council does not have a dedicated Advocacy Officer, rather advocacy is integrated within several officers' roles. The implementation of the Advocacy Priority Areas will be directed to individual work areas, however the Major Priority Areas will be further coordinated by Strategic Communications and Engagement, Strategy and Advocacy and the lead work area.

In order to implement campaigns for the Major Priority Areas additional funding will need to be sort. It is estimated that this will cost around \$10,000 per campaign, however this will be further investigated once a campaign project plan has been developed.

Advocacy Priority Areas

1. Public Transport

- 1.1. **Buses** – Review of bus services across the municipality, especially services within Altona Meadows and Altona North
- 1.2. **Melbourne Metro 2** – bring forward the funding and planning for MM2 and ensure completion of MM2 prior to the building of the outer suburban rail line
- 1.3. **Altona North Station** – investigate the development of a train station in Altona North to link the increasing population along Blackshaws Road, the Bradmill development in Maribyrnong, and for workers in the Brooklyn Business Park
- 1.4. **LXRA** – ensuring Council and the community are actively engaged and consulted throughout the process, with the final project resulting in improved public transport, amenity, and active transport connections
- 1.5. **Infrastructure** – improving integrated transport at stations by providing Parkiteers at all stations

2. Active Transport

- 2.1. **Shared Trails** - increasing funding towards regional trail projects and building the missing links in the Hobsons Bay trail network

3. Mental Health

- 3.1. **Youth Mental Health** – funding to support the establishment of a satellite Headspace at Newport Hub, integration of resources, and the expansion Council's youth counselling services

4. Roads

- 4.1. **West Gate Tunnel** – Grieve Parade to be upgraded to the preferred truck route, extend Grieve Parade north to Market Road, provide freeway access ramps at Dohertys Road west of Grieve Parade, and development of a regional freight management plan
- 4.2. **Queen Street to Point Cook Road Connectivity and Safety Improvements** – funding to support significant improvements along Queen Street from the Laverton Creek Bridge through to Point Cook Road and the freeway. Improvements required including a continuous safe pedestrian and cyclist pathway along Queen Street, safe crossings across Queens Street, and pedestrian and cyclist treatments at Queen Street/Point Cook Road intersection
- 4.3. **Reconfigure the Point Cook Road / Princes Freeway interchange** to reduce the current impacts from existing access/regress ramps on Aviation Road Activity Centre/Laverton community
- 4.4. **Roads Amenity**- to call upon VicRoads to improve their maintenance of roundabouts and median strips on their arterial roads

**Ordinary Council Meeting
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5. Sport and Recreation

- 5.1. **Altona Sports Centre** – funding to support the expansion of the Altona Sports Centre
- 5.2. **Sports Infrastructure** – increased funding and partnerships from the State Government to support the delivery of short, medium and long term priorities identified in the Sports Facility Needs Analysis

6. Environment

- 6.1. **Foreshore** – increase financial contributions to support the development of new infrastructure, ongoing maintenance of existing infrastructure, and management of the foreshore – including beautification of the Yarra Foreshore
- 6.2. **Enviro Centre** – funding to support the development of an Enviro Centre in Hobsons Bay
- 6.3. **National Construction Code**- reforms to the National Construction Code to improve the sustainability of all buildings types to reduce the impact of climate change
- 6.4. **Storm Water Harvesting** – funding to increase ability to undertake storm water harvesting
- 6.5. **Monitoring Air Quality** – increasing the air quality monitoring sensor network to protect health and improve evidence for emissions reductions
- 6.6. **Storm Water Litter Trap** – work with Melbourne Water to install Gross Pollutant Traps (GPT) to decrease litter within the Bay
- 6.6 **Boat Ramp Infrastructure Funding** – seek clarity from State Government on how and when they will be financially supporting local Council's to continue to maintain and improve boat ramp infrastructure (including dredging) while making their usage free for all users.

7. Arts

- 7.1. **Art Gallery** – funding to undertake scoping work to establish a purpose built gallery

For further information on these priority areas and the other topics that were raised during the Councillors session see Appendix 1.

Planning and Environment Act 1987

Panel Report

Hobsons Bay Planning Scheme Amendment C116 Part 2
Covenant removal from 122 Woods Street, Newport

18 December 2018



Planning and Environment Act 1987

Panel Report pursuant to section 25 of the Act

Hobsons Bay Planning Scheme Amendment C116 Part 2

Covenant removal from 122 Woods Street, Newport

18 December 2018



Sarah Carlisle, Chair



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Glossary and abbreviations

| | |
|---------|--|
| Act | <i>Planning and Environment Act 1987</i> |
| Council | Hobsons Bay City Council |
| PPF | Planning Policy Framework |

Overview

| Amendment summary | |
|---------------------------|--|
| The Amendment | Hobsons Bay Planning Scheme Amendment C116 Part 2 |
| Common name | Covenant removal from 122 Woods Street, Newport |
| Brief description | The Amendment authorises the removal of the covenant from the land at 122 Woods Street, Newport which restricts the use of the land to 'public recreation' |
| Subject land | 122 Woods Street, Newport |
| Planning Authority | Hobsons Bay City Council |
| Authorisation | 8 June 2018, subject to the following conditions: <ul style="list-style-type: none"> - all beneficiaries of all covenants are correctly identified as such and provided notice of the amendment directly - the planning authority provides notice of the amendment in accordance with sections 19(1)(ca) and 19(2A) of the Act |
| Exhibition | 26 July to 7 September 2018 |
| Submissions | Number of Submissions: 20 Opposed: 19 Submitters are listed in Appendix A |

| Panel process | |
|----------------------------|--|
| The Panel | Sarah Carlisle |
| Directions Hearing | Hobsons Bay Civic Centre, Altona, 9 November 2018 |
| Panel Hearing | Hobsons Bay Civic Centre, Altona, 27 November 2018 |
| Site inspections | Unaccompanied, 9 and 27 November 2018 |
| Appearances | For Council, Ms Robyn Olsen, Coordinator Strategic Planning Projects, who called the following expert witness: <ul style="list-style-type: none"> - Dr Kate Kerkin, K2 Planning Pty Ltd in community infrastructure |
| Citation | Hobsons Bay PSA C116 Part 2 [2018] PPV |
| Date of this Report | 18 December 2018 |

Executive summary

Hobsons Bay Planning Scheme Amendment C116 Part 2 (the Amendment) seeks to facilitate the removal of covenant 2642396 from land at 122 Woods Street, Newport. The land is owned by Council and until recently, accommodated the former Hobsons Bay Kindergarten and Toy Library. The kindergarten and toy library closed down in 2014.

Of the 20 submissions received, 19 opposed the removal of the covenant and the anticipated sale of the land by Council. Key concerns included:

- the land should be retained and converted to open space or some other form of community use, such as a community garden
- the need for passive recreation spaces in the area
- concerns over the loss of public land
- concerns about impacts if the land were redeveloped for medium density housing.

Previous panels have established accepted principles against which an amendment that seeks to facilitate the removal of a covenant should be assessed. They are:

- consistency of the amendment with the objectives of planning in Victoria
- the interests of, and impacts on, affected parties
- whether the removal of the covenant will facilitate development that complies with the planning scheme
- whether the removal of the covenant will result in a net community benefit and sustainable development.

The Panel has assessed the submissions and evidence in light of these accepted principles, and the applicable planning policy framework. It concludes that the removal of the covenant will generate several benefits for the Hobsons Bay community, including facilitating the redevelopment of an underutilised site, contributing to urban consolidation and enabling the more efficient use of existing infrastructure and services. The proceeds of the sale of the subject land (should it be sold) would provide additional funds for other works and services to benefit the Hobsons Bay community.

If the covenant is removed and the site is redeveloped, there is the potential that the interests of some nearby landowners, including those that benefit from the covenant, may be adversely impacted. That said, any future redevelopment of the site will need to meet the requirements of the Hobsons Bay Planning Scheme.

The possibility of future negative impacts on nearby landowners must be weighed against the other criteria, and the Panel must determine whether removal of the covenants would result in a net community benefit. In the Panel's view, the broader community benefits to be obtained by removing the covenant outweigh the potential dis-benefits to affected parties.

The Amendment is well founded and strategically justified and will achieve a net community benefit. The Amendment should proceed.

Hobsons Bay Planning Scheme Amendment C116 Part 2 | Panel Report | 18 December 2018

Recommendation

Based on the reasons set out in this Report, the Panel recommends:

Hobsons Bay Planning Scheme Amendment C116 Part 2 be adopted as exhibited.

1 Introduction

1.1 The Amendment

(i) Amendment description and purpose

Amendment C116 Part 2 (the Amendment) proposes to make changes to the Hobsons Bay Planning Scheme to allow for the removal of covenant 2642396 (the covenant) from land at 122 Woods Street, Newport. The land is owned by Council and, until recently, accommodated the former Hobsons Bay Kindergarten and Toy Library. The kindergarten and toy library closed down in 2014 and the services were relocated to the newly constructed Newport Gardens Early Years Centre in Maddox Road, Newport.

(ii) The subject land

The Amendment applies to land shown in Figure 1. The site is generally rectangular, with frontages of roughly 30 metres on Woods Street and 45 metres on Laurie Street. The site, and surrounding land, is currently zoned General Residential Zone Schedule 1 and has no overlays.

The site is made up of three titles, lots 81, 82 and 83 on LP6394. The two lots that front Woods Street (lots 82 and 83) are subject to the restrictive covenant. The third lot, fronting Laurie Street, is free from the covenant.



Figure 1 Zoning of the subject land and surrounds

Source: Council's Part A submission

The portion of the site that fronts Woods Street and is not occupied by buildings has a low pipe and post fence, and is accessible to the public as shown in Figure 2 below. People use this part of the site to walk dogs and for their children to play.



Figure 2 Areas accessible to the public
Source: Mr Sanderson's submission

(iii) The surrounding area

Council's Part A submission included the following aerial photograph which notes open space and other facilities in the immediate area surrounding the subject land.



Figure 3 Open space and other facilities in the surrounding area
Source: Council's Part A submission

Open space facilities include:

- Loft Reserve (marked '4')
- Newport Lakes (marked '5')
- Jack Madigan reserve (marked '6')
- Bryan Martyn Oval (marked '7')
- Leo Hoffman Reserve (marked '8')

- Fowler Crescent Reserve (marked '9')
- a future reserve adjacent to the recently completed mosque (marked '10').

Other facilities include Bayside Secondary College Paisley Campus (marked '1'), Newport Gardens Primary School (marked '2'), Newport Gardens Early Years Centre in Maddox Road (marked '3'), the Altona Miniature Railway (marked '11'), the Challis Street Neighbourhood Activity Centre (marked '12'), the Newport Railway Station (marked '13') and the Newport Community Hub, library and activity centre (marked '15').

(iv) The covenant

The former City of Williamstown purchased lots 82 and 83 from the Commonwealth Government in 1954. The covenant was applied at the time the land was purchased. It states (emphasis added):

... the said Municipality for itself its successors and transferees registered proprietors for the time being of the land hereby transferred HEREBY COVENANTS with the said The Commonwealth of Australia and its transferees the registered proprietor or proprietors for the time being of the land now remaining untransferred in the said Certificate of Title that the Municipality and its successors and transferees registered proprietor or proprietors of or the time being of the land hereby transferred will not use or allow or suffer the use of the said land hereby transferred except for the purpose of public recreation...

(v) Lots benefitting from the covenant

The covenant benefits all lots that remained in the parent title (Certificate of Title Volume 7694 Folio 076) when lots 82 and 83 were purchased by the former City of Williamstown in 1954. At most, this included all of the lots in the parent title apart from lots 82 and 83, as shown in Figure 4 below.

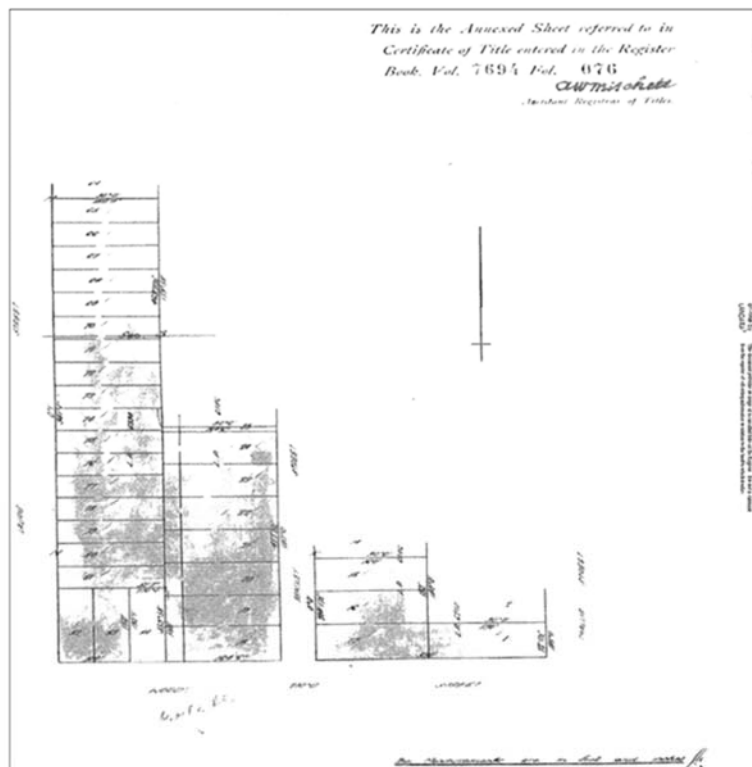


Figure 4 Lots that benefit from the covenant

Source: Council's Part A submission

1.2 Background to the proposal

Amendment C116 as exhibited proposed to facilitate the removal of covenants from two properties:

- 122 Woods Street, Newport (the subject land)
- 340-346 Blackshaws Road, Altona North (the former Altona Gate Primary School).

After exhibiting the Amendment, Council received no submissions in relation to the removal of the covenant from the former Altona Gate Primary School land, and accordingly decided the split the Amendment and progress Part 1 (relating to the former Altona Gate Primary School land) and refer the submissions in relation to Part 2 (relating to the subject land) to the Panel.

The site has been used as a kindergarten since it was purchased up until when the kindergarten and toy library closed in 2014. In anticipation of the kindergarten and toy library services transferring to the Maddox Road facility, Council resolved at its meeting on

14 December 2010 to sell the subject land and put the proceeds towards the five year capital works budget.

According to Council, there has never been any expectation that the land would be used for public recreation. It considers that the removal of the covenant "*will better reflect the current status of the land and allow it to be used for a broader range of uses*".

1.3 Procedural issues

(i) Notice

Additional notice requirements apply to an amendment that authorises the variation or removal of a restrictive covenant. As well as notifying owners and occupiers of land that it believes may be materially affected by the amendment, sections 19(1)(ca) and 19(2A) of the *Planning and Environment Act 1987* (the Act) require the planning authority to directly notify all benefitting landowners, and place signs on the land. The authorisation for the Amendment was subject to conditions that Council complied with these additional notice obligations.

Council provided direct notice to all landowners within a 400 metre walkable radius of the site (which includes all benefitting landowners as shown in Figure 4 on page 4), and placed two signs on the land throughout the exhibition period.

One submission questioned the adequacy of the notice given by Council, on the basis that the notice failed to indicate the purpose of the covenant. This is not required under the Act.

The Panel is satisfied that Council has met its notice obligations and complied with the conditions of authorisation.

(ii) Amendment VC148

Amendment VC148 was gazetted on 31 July 2018, after the Amendment was placed on exhibition. VC148 made substantial changes to the structure and content of the planning policy framework, as well as other provisions in the Planning Scheme. Council should review the Amendment documentation carefully prior to adoption to ensure that it is consistent with the changes introduced by Amendment VC148.

1.4 Summary of issues raised in submissions

The key issues raised in the submissions to the Amendment and at the Hearing can be broadly grouped into the following:

- retaining the land as a green space and/or a playground, especially given the increasing need for more open space in Newport with population growth and intensification of residential development in the area (much of which has minimal private open space)
- the need for passive recreation spaces, as existing open space in the area is increasingly under pressure from active recreation uses such as sporting fields
- whether the land should be used for a community garden, or for alternative community facilities such as a community centre

- whether Council has taken an overly narrow interpretation of what constitutes 'public recreation' in considering whether the covenant should, or needs to be, removed.

Some submissions called for the Amendment to be changed, to only allow the covenant to be removed from the parts of the site that are not currently accessible to the public (as shown in Figure 2 on page 2). Others opposed its removal altogether.

Submitters were concerned about the permanent loss of the land as a valuable community asset. Submitters felt that once the land is sold, it's gone, and the costs of re-acquiring it in future would far outweigh the profits obtained from its sale now.

Submissions also raised concerns about impacts if the land were sold and then redeveloped for medium density housing, such as increased traffic and parking problems, amenity impacts, loss of trees, decreased property values and flooding impacts in Laurie Street.

1.5 The Panel's approach

The Panel considered all written submissions made in response to the exhibition of the Amendment, observations from site visits, and submissions, evidence and other material presented to it during the Hearing. All submissions and materials have been considered by the Panel in reaching its conclusions, regardless of whether they are specifically mentioned in the Report.

Some of the issues raised in submissions go beyond the scope of the Amendment, such as whether or not the site should be sold. The disposal of the land will be the subject of separate processes under the *Local Government Act 1989*, including a process involving community consultation. The merits of the sale of the land have not been considered in this Report.

The Report deals with the issues under the following headings:

- Planning context and principles
- What is 'public recreation'?
- Is the land required for open space?
- Should the land be used for other community purposes?
- Impacts if the land were to be redeveloped
- Integrated assessment.

2 Planning context and principles

2.1 Victorian planning objectives

The objectives of planning in Victoria are set out in section 4 of the Act. They include (as relevant):

- To provide for the fair orderly, economic and sustainable use and development of land
- To secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria
- To facilitate development in accordance with [these objectives]
- To facilitate the provision of affordable housing in Victoria
- To balance the present and future interests of all Victorians

Council submitted that the Amendment is consistent with these objectives, because it:

- assists with the fair and orderly planning of the site for a wider range of uses and development
- would assist Council with the provision of works and services through the removal of the covenant and proceeds from the sale of the land
- would allow the site to be developed in accordance with the purposes of the General Residential Zone
- does not preclude the site being developed for 'public recreation' as required by the covenant
- provides an opportunity for Council to recoup the costs of the development of the Newport Gardens Early Years Centre, which is a modern, fit for purpose facility.

Further, Council submitted that the building on the site does not possess any special cultural value.

2.2 Planning policy framework

Council submitted that the Amendment is supported by various clauses in the Planning Policy Framework. The Panel has summarised Council's submission below.

Clause 11 (Settlement)

The Amendment supports Clause 11 by:

- anticipating and responding to the needs of existing and future communities through the provision of zoned and serviced land for housing
- facilitating sustainable development that takes full advantage of existing settlement patterns
- planning for urban growth which considers opportunities for the consolidation, redevelopment and intensification of existing urban areas (11.02-1).

Clause 16 (Housing)

The Amendment supports Clause 16 by:

- increasing the supply of housing in existing urban areas by facilitating increased housing yield in appropriate locations, including underutilised urban land (16.01-1R)

- facilitating the location of new housing in or close to activity centres and in urban renewal precincts and sites that offer good access to jobs, services and transport (16.01-2S).

Clause 21 (the Municipal Strategic Statement)

Council submitted that the Amendment supports the Municipal Strategic Statement by enabling the efficient and sustainable development of an underutilised site for housing diversity in an existing urban area with access to employment, services, transport options, community facilities, recreation and open space. In addition, the community needs for the social infrastructure previously provided on the site is adequately provided for elsewhere.

2.3 Planning scheme provisions

(i) Clause 52.02

The purpose of Clause 52.02 of the Hobsons Bay Planning Scheme is:

To enable the removal and variation of an easement or restrictions to enable a use or development that complies with the planning scheme after the interests of affected people are considered.

Under Clause 52.02, a permit is required before a person proceeds to remove a covenant under sections 23 or 24A of the *Subdivision Act 1988*, unless the removal is authorised by the schedule to the clause. The Amendment proposes to amend the schedule to the clause to allow a plan to be lodged under section 23 removing the covenant. The covenant would be removed when the plan is registered at the Titles Office.

(ii) Zone and overlays

The subject land is in the General Residential Zone. The purposes of the General Residential Zone are:

To implement the Municipal Planning Strategy and the Planning Policy Framework.

To encourage development that respects the neighbourhood character of the area.

To encourage a diversity of housing types and housing growth particularly in locations offering good access to services and transport.

To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.

Council noted that:

- the draft Hobsons Bay Housing Framework Plan which was recently out for public consultation indicates that the land should be retained in the General Residential Zone
- the existing Hobsons Bay Neighbourhood Character Study (2002) and a new draft Neighbourhood Character Study which was recently out for public consultation both indicate that the subject land is in an area with a 'Garden Suburban' character.

No overlays apply to the subject land.

2.4 Strategic Assessment Guidelines

Council provided a comprehensive response to the Strategic Assessment Guidelines as part of the Explanatory Report, and in its Part A submission. It addressed whether the Amendment achieved the objectives of planning in Victoria (dealt with in Chapter 2.1 above), and made the following further points:

- The Amendment will have positive environmental, social and economic effects by enabling the efficient and sustainable use and development of the subject land as anticipated by the Planning Scheme.
- The proceeds of the sale of the subject land (should it be sold following the removal of the covenant) would create both positive social and economic effects through the use of that money for other works and services to benefit the community.
- The Amendment is consistent with Ministerial Direction 9: Metropolitan Planning Strategy as it removes unnecessary and burdensome requirements on the land.

2.5 Principles governing the removal of covenants

There are no specific tests set out in the Act for an amendment that facilitates the removal of a covenant. However, the Mornington Peninsula C46 Panel Report sets out what have since become widely accepted principles that apply to such an amendment:

First, the Panel should be satisfied that the Amendment would further the objectives of planning in Victoria. The Panel must have regard to the Minister's Directions, the Planning Provisions, MSS, strategic plans, policy statements, codes or guidelines in the Scheme, and significant effects the Amendment might have on the environment, or which the environment might have on any use or development envisaged in the Amendment.

Second, the Panel should consider the interests of affected parties, including the beneficiaries of the covenant.

Third, the Panel should consider whether the removal or variation of the covenant would enable a use or development that complies with the Planning Scheme.

Finally, the Panel should balance conflicting policy objectives in favour of net community benefit and sustainable development. If the Panel concludes that there will be a net community benefit and sustainable development it should recommend the variation or removal of the covenant.

Council supported these principles and made an assessment against them, which is summarised below.

(i) Is the Amendment consistent with the objectives of planning in Victoria?

Council's submission in relation to how the Amendment is consistent with the objectives of planning in Victoria is discussed in Chapter 2.1 above.

(ii) Interests of affected parties

Council noted the issues raised in submissions by potentially affected parties (summarised in Chapter 1.4), including those that proposed alternative uses for the site. Several of the submissions called for the site to be converted to open space, or to other community-based uses. These issues are dealt with in Chapters 4 and 5. Other submissions raised concerns about the impact that the redevelopment of the site would have on them and their neighbourhood. These issues are dealt with in Chapter 6.

(iii) Will the development of the site comply with the Planning Scheme?

There is no current proposal for use, development, works or subdivision associated with the Amendment. Council noted that any future planning permit application will need to meet the requirements of the Planning Scheme.

(iv) Net community benefit

Council submitted that the removal of the covenant would result in a net community benefit, because it would allow Council to begin the process of selling the land, which is now surplus to Council's requirements. The removal of the covenant would allow the land to be used for a wider range of uses and development, in compliance with the Planning Scheme. The proceeds of the sale of the land would be allocated to services and works to benefit the community.

Council submitted that the facility on the subject land is no longer fit for purpose as it is a smaller space that is not integrated with other community facilities, and is suspected to contain asbestos.

Council submitted that the Newport Gardens Early Years Centre in Maddox Road is a fit for purpose facility that meets the needs of the community in a way that the kindergarten and toy library on the site could not. The development of the Newport Gardens Early Years Centre would not have been possible had it not been for the funds allocated to its construction through the future sale of the site.

3 What is 'public recreation'?

In assessing the impacts of the removal of the covenant and determining whether its removal would achieve a net community benefit, it is necessary to consider the scope of uses and developments that may be allowed on the subject land if the covenant were to remain in place, and whether these future uses are needed in Newport West. This requires an assessment of what constitutes 'public recreation'.

The Panel issued directions requesting Council to address it on what Council considers constitutes 'public recreation' within the terms of the covenant. Council submitted that some guidance might be provided by the Melbourne Metropolitan Planning Scheme, which was published in 1954, the same year as the covenant was created. Chapter 9 of the Melbourne Metropolitan Planning Scheme, titled 'Open Space and Recreation', outlines the four broad classifications of public open space:

- ornamental public parks and gardens
- open space mainly used for sporting purposes
- open spaces left substantially in their natural state for walking, riding, cycling and picnicking
- children's playgrounds.

Council noted that there is no mention of 'recreation' in Chapter 9, apart from in the title. Council submitted that this suggests that in the mid 1950s at least, open space and recreation were intrinsically linked. Recreation was something that occurred on open space.

Council obtained legal advice on the scope of 'public recreation' within the context of the covenant, a copy of which was provided to the Panel (Document 4). In short, that advice stated that:

- The words 'public recreation' should be given their ordinary and natural meaning, and interpreted in the context of the purposes of the covenant, which included providing a benefit to the surrounding residential properties.
- 'Public' indicates that the use is available to the community more widely.
- 'Recreation' is something done for pleasure, leisure or enjoyment. While it is commonly associated with outdoor activities, it may also include other pastimes which are indoors or focussed on the mind.
- It is not possible to provide an exclusive list of what constitutes 'public recreation' for the purposes of the covenant, but it would include uses which are:
 - generally open to the public or predominantly occupied by public (although in some cases, the public may be limited from part of the land)
 - not a source of private profit (or, where profit is generated, those profits are devoted to the facility or the use of the land for public recreation)
 - within the broad meaning of recreation (including active or passive recreation, recreation of the body or mind, and indoor or outdoor activity)
 - encouraging actual use of the land for recreation.

Having regard to Council's legal advice, the scope of uses that would be allowed under the covenant as 'public recreation' is fairly broad – certainly broader than open space. It is clear that the use or facilities provided on the land would need to be generally accessible to the

public, and not conducted for private profit (other than profits which were used to enhance recreational uses of the land, such as managing or improving recreational facilities on the land). 'Public recreation' could include uses such as a community garden, which many of the submissions suggested as a suitable future use of the site.

A distinction also needs to be drawn between recreational uses and other public uses, such as educational uses (which would include the former use of the land as a kindergarten). Some submissions called for the subject land to be used as an 'earth school'. While the Panel has not been provided with much detail about what an 'earth school' would involve, it may well be that such a use is better characterised as an educational use rather than public recreation, in which case it would likely breach the covenant if it were to remain in place.

4 Is the land required for open space?

4.1 The issue

Should the land be used for open space?

4.2 Council's Open Space Strategy

The Hobsons Bay Open Space Strategy was adopted by Council in June 2018. It included an assessment of the need for sports and tennis facilities in the municipality, as well as open space more generally, and was placed on public consultation for a period of ten weeks. Council submitted:

The resulting Strategy is a key strategic document that will guide the provision, protection, planning, design and management of open space in Hobsons Bay. The Strategy utilises current population statistics and population forecasts along with other information to provide an outline of the current provision and demand for open space in Hobsons Bay including an analysis of existing open space and its condition and function. The Strategy also provides a clear list of actions including maintenance, upgrades or new open spaces.

The Strategy assesses open space requirements by applying a 'walkable catchment' based on Clause 56.05-2 of the Planning Scheme, which suggests that:

Local parks should be within 400 metres safe walking distance of at least 95 percent of all dwellings and ... local parks should be generally 1 hectare in area ...

The Strategy concludes that Newport West is one of the best serviced neighbourhoods in Hobsons Bay, with a higher than average cover (based on the metropolitan average), good walkability and good access. The future trends outlined on page 130 of the Strategy do not include the provision of new open space in Newport West, or the upgrade of the site for open space.

4.3 Submissions

Several submissions highlighted the need for more open space in the surrounding area, particularly given the increasing trend toward medium density housing and dwellings with little private open space. Submissions indicated that other open space facilities in the area, such as Loft Reserve, are not readily accessible and are largely devoted to active sporting activities. Submitters felt that there is a lack of passive open space suitable for use by young children or the elderly. While Jack Madigan Reserve provides a passive recreation facility relatively nearby, submitters (including Ms Signorini) claimed that it was unattractive and not suitable for those with mobility impairments due to its slope. Others highlighted a lack of playground space within walking distance of the subject land and submitted that it should be retained as a small neighbourhood playground.

Ms Signorini highlighted the broader community benefits of retaining the land and converting it to open space, including health benefits, benefits of urban cooling, and counteracting pollution in the area. She submitted that climate change is resulting in increased urban temperatures, which is exacerbated by more intensive urban development and the loss of green spaces and mature trees. She submitted that the population was

growing faster than expected, and in future there will be a greater need for open space and other community facilities.

Several submitters indicated that they currently use the open grassed area in the south west corner of the site (which is accessible to the public) to walk their dogs and let their children play. They were concerned about the loss of this facility. Some submitters called for the covenant to be retained over this part of the site, even if it is removed from those parts of the site that are not currently accessible to the public.

Council submitted that the site is not identified in the Open Space Strategy as part of the open space network within Newport West, and the Strategy does not specify any actions related to the development of open space at the site. The Strategy states that *“there is more accessible open space in Newport West than other precincts in Hobsons Bay...”* and *“very few residential lots are located outside a walkable catchment of open spaces in Newport West, and there is a good diversity of local and neighbourhood-scale open spaces.”* Council also noted that the removal of the covenant would not preclude the site being used for open space, subject to the requirements of the General Residential Zone.

4.4 Discussion

Open space facilities in the surrounding area are identified in Figure 3, on page 2.

The Panel considers that the use of the site as open space would fall within the scope of ‘public recreation’ and would be allowable if the covenant were to remain in place. It also notes that this use would not be precluded if the covenant were to be removed.

In considering whether the land should be used for open space, two of the principles outlined in Chapter 2.5 are particularly relevant – impact on affected parties, and net community benefit.

The Panel acknowledges that the open grassed area in the south west corner of the site is currently used by several submitters, and that they are concerned about the loss of this space. However, the Panel was not persuaded that the surrounding area is lacking in open space, or that other suitable alternative spaces are not readily available within a safe walking distance. No evidence was provided to the Panel regarding the exact amount of open space in the area, or the amount per resident. However, based on the Panel’s experience, the area seems well supplied when compared to metropolitan averages. The Panel has no reason to doubt the findings of the Open Space Strategy that Newport West has adequate amounts of open space, and that no further open space is required in Newport West in the short or medium term.

The Panel notes the submissions regarding the lack of children’s playground spaces in the surrounding area. While the Panel makes no findings as to whether or not this is the case, the Panel encourages Council to further consider whether there may be a need to provide playground facilities on one or more of the existing open space facilities in the area, to address this potential gap.

4.5 Conclusion

The Panel is not persuaded that there is a need for the land to be retained and converted to open space, or that the future use of the land as open space is required to achieve a net community benefit.

5 Should the land be used for other community purposes?

5.1 The issues

Should the subject land be used for a community garden? Should it be used for other community uses?

5.2 Evidence and submissions

Several submissions called for the site to be used for a community garden. Council submitted that the use of the site for a community garden would fit within the definition of public recreation, and would therefore be allowable under the covenant if it were to remain in place. It submitted that community gardens have become popular in the Melbourne metropolitan area, which is recognised in Council's Open Space Strategy. Principle Action 23 of the Strategy is:

Community gardens/urban horticulture – Identify suitable open space locations for the potential development of community gardens. Develop a policy and endorsed Council process for the establishment and resourcing of a community gardens program.

Council submitted that given the good level of provision and diversity of open space in Newport West, there are opportunities for a community garden to be established elsewhere. It submitted that community gardens will be established once there is an effective policy and process for their establishment and resourcing, and that it would be premature to establish a community garden on the site in advance of appropriate policies and processes being put in place.

Other submissions described the site as a “*valuable community asset*” that should be retained for community use, such as a community meeting space or a multi-purpose space that could be used by various community groups.

Council called Dr Kerkin to present expert evidence to the Panel regarding the need for community facilities in the Newport West area. She undertook a detailed analysis of the future demand for community services (excluding open space and transport infrastructure), and the capacity of existing facilities to accommodate that demand. Her evidence was that Newport West is currently oversupplied with community services and facilities, and that based on current population and demographic projections, existing facilities will cater for community needs until 2036. She concluded that there is no need for Council to maintain the site as a community facility.

Council submitted that the removal of the covenant would not preclude the use of the site as a community garden or for other community uses (subject to meeting the requirements of the General Residential Zone), although it acknowledged that the site is more likely to be sold if the covenant is removed.

5.3 Discussion

The Panel agrees that a community garden would fall within the scope of 'public recreation' and would be allowable if the covenant were to remain in place. It is less clear that other community uses suggested by submitters and considered by Dr Kerkin, such as childhood education facilities, community meeting spaces or multi-purpose facilities, would necessarily be allowed were the covenant to remain in place.

In any event, a detailed analysis of the community infrastructure needs in Hobsons Bay, or in the Newport West area, is beyond the scope of the Amendment. The question before the Panel is whether the covenant should be removed, rather than whether the site should be retained for childhood education uses, or converted to an alternative community use such as a community garden.

That said, considering the matter more broadly, on the basis of Dr Kerkin's evidence the Panel is satisfied that the Newport West area is well serviced for community facilities. The loss of the site as a community asset (should be it sold following the removal of the covenant) is not, therefore, necessarily going to result in a net community dis-benefit.

5.4 Conclusions

The Panel concludes:

- While a community garden would be a potential future use of the site if the covenant remains in place, it is less clear that other community facilities would fall within the scope of 'public recreation' and therefore be allowable if the covenant were to remain in place.
- In any event, the Panel is not persuaded that there is a need for the site to be retained and converted to some other form of community use, or that the future use of the land for community facilities is required to achieve a net community benefit.

6 Impacts if the land were to be redeveloped

6.1 The issue

Are the impacts of a possible future redevelopment relevant?

6.2 Submissions

Several submitters expressed concern that if the covenant is removed, the site will likely be sold and redeveloped for medium density housing. They felt that there was already too much medium density housing in the area, and were concerned that a medium density development on the site would exacerbate existing traffic and parking problems, as well as have other amenity impacts such as noise impacts, loss of privacy and sunlight for neighbouring properties, the loss of mature trees on the site and impacts on flooding in Laurie Street.

Council confirmed that if the covenant is removed, Council's intention is to sell the land. It submitted that if, after the sale process under section 189 of the *Local Government Act 1989* has been undertaken, the land is sold to a developer, any proposal must meet the requirements of the Planning Scheme including traffic, parking and provision of stormwater and drainage. It would also need to respect the existing 'Garden Suburban' character of the area under the General Residential Zone.

6.3 Discussion

The Panel acknowledges that there is the potential for a unit or apartment development on the site to impact on the amenity of surrounding landowners, including landowners who benefit from the covenant. The Panel acknowledges that the concerns expressed by Ms Vo and others are real, and that the removal of the covenant would result in a loss of certainty regarding what might, or might not, happen on the site. The task of the Panel is to weigh these potential impacts on affected parties against the broader benefits that removal of the covenant might achieve.

Amenity impacts of a redevelopment of the site on surrounding properties will be considered as part of any planning permit application. The General Residential Zone requires any redevelopment proposal to respect the neighbourhood character of the area. Minimum garden area requirements are likely to apply, and the objectives and standards in ResCode will also apply. Building heights will be generally limited to 3 storeys. A permit application must be accompanied by information in relation to the likely effects, if any, on adjoining land, including noise levels, traffic, the hours of delivery and despatch of good and materials, hours of operation and light spill, solar access and glare. There are no exemptions from third party notice and review rights under the applicable controls. Potentially impacted landowners will have the right to participate fully in the application process, including recourse to the Victorian Civil and Administrative Tribunal if they are unhappy with the outcome.

The Panel observed a number of existing medium density housing developments in the vicinity of the site (including next door) and considers that higher density residential redevelopment of the site would not unduly impact on the neighbourhood character.

6.4 Conclusions

The Panel concludes:

- While there is potential for the redevelopment of the site to impact on the amenity of surrounding landowners, these impacts will be managed through the Planning Scheme.
- Impacts on affected parties must be balanced against the benefits that removal of the covenant will bring. The Panel is not persuaded that the potential negative impacts of a future redevelopment proposal are sufficient to outweigh the benefits of removing the covenant.

7 Integrated assessment

Clause 71.02-3 (Integrated decision making) of the Planning Scheme requires all amendments, including those that facilitate the removal of a covenant, to be assessed against the principles of net community benefit and sustainable development.

The removal of the covenant will facilitate the redevelopment of an underutilised site that is surplus to Council's requirements, and will contribute to urban consolidation and more efficient use of existing infrastructure and services consistent with existing settlement patterns in an existing urban area. Removal of the covenant will facilitate the sale and future redevelopment of the site, potentially resulting in an increase in the supply of housing in an appropriate residentially zoned area with access to employment, services and transport options, that is well serviced with existing open space and community facilities. The proceeds of the sale of the subject land (should it be sold following the removal of the covenant) would provide additional funds for other works and services to benefit the Hobsons Bay community.

By facilitating the redevelopment of the site, there is the potential for the removal of the covenant to negatively impact the interests of some nearby landowners. This is discussed in more detail in Chapter 6. That said, any future redevelopment of the site will need to meet the requirements of the Planning Scheme. It will need to respect the neighbourhood character of the area, and comply with the height, setback and other requirements that apply under the General Residential Zone and particular provisions of the Scheme, including the carparking provisions in Clause 52.06 and the ResCode objectives and standards in Clauses 54 and 55.

The possibility of future negative impacts on nearby landowners impacts must be weighed against the other criteria, and the Panel must determine whether removal of the covenants would result in a net community benefit. In the Panel's view, the broader community benefits to be obtained by removing the covenant outweigh the potential dis-benefits to affected parties, including the landowners that benefit from the covenant.

The Panel concludes that the Amendment is supported by, and implements, the relevant sections of the PPF, is well founded and strategically justified. The removal of the covenant will achieve a net community benefit, and represents a satisfactory balancing of policies and interests of the Hobsons Bay community. The Amendment should proceed.

Appendix A Submitters to the Amendment

| No. | Submitter |
|-----|-------------------------------|
| 1 | Annette Signorini |
| 2 | Danila Durante |
| 3 | Mike Lawrence |
| 4 | Jeremy Johns |
| 5 | Kylie McManus |
| 6 | Margaret Dugdale |
| 7 | Maria [surname not provided] |
| 8 | Robyn Rowe |
| 9 | Bernie Edwards |
| 10 | Brendan and Katie Tollit |
| 11 | Carol Wallace |
| 12 | David Krohn |
| 13 | Dino and Tiff Russo |
| 14 | Geoff Hammon and Ione Wallace |
| 15 | Karl Smith |
| 16 | Leigh Farrell |
| 17 | Paul Sanderson |
| 18 | Slave and Rebecca Angelovski |
| 19 | Vicky Chandler |
| 20 | Rosemary Vo |

Appendix B Document list

| No. | Date | Description | Provided by |
|-----|------------|--|--------------|
| 1 | 20/11/2018 | Council Part A submission | Ms Olsen |
| 2 | 20/11/2018 | Expert witness statement of Dr Kerkin | Ms Olsen |
| 3 | 27/11/2018 | Council Part A submission | Ms Olsen |
| 4 | 27/11/2018 | Legal advice dated 22 November 2018 in relation to the scope of 'public recreation' | Ms Olsen |
| 5 | 27/11/2018 | Written submission of Annette Signorini | Ms Signorini |
| 6 | 27/11/2018 | Neighbourhood Character Precinct N6 (Newport) Garden Suburban – Limited and Moderate Change Areas | Ms Olsen |
| 7 | 27/11/2018 | Pro forma sheets from various residents of Laurie Street and Woods Street outlining concerns about removal of the covenant | Ms Vo |
| 8 | 27/11/2018 | Summary of resident concerns about removal of the covenant | Ms Vo |

Planning and Environment Act 1987

HOBSONS BAY PLANNING SCHEME

AMENDMENT C116 PART 2

EXPLANATORY REPORT

Who is the planning authority?

This amendment has been prepared by Hobsons Bay City Council, which is the planning authority for this amendment.

Land affected by the Amendment

The Amendment applies to 122 Woods Street, Newport (formerly Hobsons Bay Kindergarten and Toy Library), specifically Lots 82 and 83 on Lodged Plan 6394.

What the amendment does

The Amendment proposes to authorise the removal of all restrictive covenants that apply to 122 Woods Street, Newport by amending the Schedule to Clause 52.02. This will then enable the removal of these restrictions under Section 23 of the *Subdivision Act 1988*.

Strategic assessment of the Amendment

Why is the Amendment required?

122 Woods Street, Newport

In 2014 this property was vacated following the completion of the Newport Gardens Early Years Centre located at 51 Maddox Road Newport and the transition of services to that facility.

Two of the lots that comprised the property housing the former kindergarten, are subject to a covenant that restricts the use of the land to public recreation. Despite this, the land has been occupied by the kindergarten since it was purchased specifically for that, and related, purposes in 1954. Since that time, there has never been any expectation that the land would be used for public recreation. Adequate open space is located within short walking distance from the site in Loft Reserve and Jack Madigan Reserve. The removal of the covenant will better reflect the current status of the land.

How does the Amendment implement the objectives of planning in Victoria?

The amendment implements the objectives of Planning in Victoria by addressing the following objectives set out in Section 4 of the *Planning and Environment Act 1987*.

- To provide for the fair, orderly, economic and sustainable use, and development of land.
- To secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria.
- To facilitate development in accordance with the objectives.
- To balance the present and future interests of all Victorians.

The proposal satisfies the objectives of the Act.

How does the Amendment address any environmental, social and economic effects?

The Amendment will have positive environmental, social and economic effects by enabling the efficient and sustainable use and development of the sites as anticipated by the Hobsons Bay Planning Scheme.

Does the Amendment address relevant bushfire risk?

**Ordinary Council Meeting
Agenda - Appendices**

The site has not been identified as being subject to bushfire risk. The proposed removal of the covenant on the site will have no impact on the bushfire risk on the site or surroundings.

Does the Amendment comply with the requirements of any Minister's Direction applicable to the amendment?

The amendment complies with the Ministerial Direction on the Form and Content of Planning Schemes under Section 7(5) of the *Planning and Environment Act 1987*, by using the appropriate planning tools available through the Victoria Planning Provisions.

Ministerial Direction 9: Metropolitan Planning Strategy has been considered during the preparation of this amendment and it is considered to comply, particularly as it removes unnecessary and burdensome requirements on the land.

The amendment complies with Ministerial Direction 11: Strategic Assessment of Amendments through the preparation of this Explanatory Report.

As the amendment progresses, work will be completed within the timeframes set out in Ministerial Direction 15: the Planning Scheme Amendment Process.

How does the Amendment support or implement the State Planning Policy Framework and any adopted State policy?

The State Planning Policy Framework (SPPF) identifies principles of land use and development planning relevant to the current Amendment. The Amendment and subsequent covenant removal would enable the efficient and sustainable development of the subject sites which is consistent with the following State Planning Policies:

Clause 11 (Settlement) states planning is to anticipate and respond to the needs of existing and future communities through provision of zoned and serviced land for housing, employment, recreation and open space, commercial and community facilities and infrastructure. Planning is also to facilitate sustainable development that takes full advantage of existing settlement patterns, and investment in transport and communication, water and sewerage and social facilities.

Clause 11.02-1 (Supply of Urban Land) includes a strategy of planning for urban growth which considers opportunities for the consolidation, redevelopment and intensification of existing urban areas.

Clause 16.01-1R (Integrated Housing – Metropolitan Melbourne) includes the strategy of increasing the supply of housing in existing urban areas by facilitating increased housing yield in appropriate locations, including under-utilised urban land.

Clause 16.01-2S (Location of Residential Development) includes the objective of locating new housing in or close to activity centres and in urban renewal precincts and sites that offer good access to jobs, services and transport.

How does the Amendment support or implement the Local Planning Policy Framework, and specifically the Municipal Strategic Statement?

The Amendment is consistent with the LPPF by enabling the efficient and sustainable development of an under-utilised site for housing diversity in an existing urban area with access to employment, services, transport options, community facilities, recreation and open space. In addition, the community needs for the social infrastructure previously provided on both sites is adequately provided for elsewhere.

Does the Amendment make proper use of the Victoria Planning Provisions?

The Schedule to Clause 52.02 is the most appropriate planning tool to achieve the removal of the covenants. The application of this control does not conflict with the zoning and overlay provisions of the subject sites or surrounds. There is no duplication of controls which apply to the land. Furthermore, the amendment complies with all the relevant Practice Notes.

How does the Amendment address the views of any relevant agency?

**Ordinary Council Meeting
Agenda - Appendices**

The Hobsons Bay City Council is the Responsible Authority for the area, and the amendment is being undertaken with its support. All interested parties have had the opportunity to comment and make submissions through the statutory exhibition process. No submissions were received.

Does the Amendment address relevant requirements of the Transport Integration Act 2010?

The proposal will not impact on any components of the transport system as defined in Section 3 of the *Transport Integration Act 2010*. Accordingly, a full assessment of the proposal against the requirements of Section 25 of the *Transport Integration Act 2010* is not required.

Resource and administrative costs

There will be no substantive impact on the resources of the Responsible Authority.

Where you may inspect this Amendment

The Amendment is available for public inspection, free of charge, during office hours at the following places:

Hobsons Bay City Council Civic Centre
115 Civic Parade
Altona VIC 3018

Altona Library
123 Queen Street
Altona VIC 3018

Altona North Community Library
180 Millers Rd
Altona North VIC 3025

Altona Meadows Library
1-23 Central Avenue
Altona Meadows VIC 3028

Newport Community Hub
13-15 Mason Street
Newport VIC 3015

Williamstown Library
104 Ferguson Street,
Williamstown VIC 3016

The Amendment can also be inspected free of charge at the Department of Environment, Land, Water and Planning website at www.delwp.vic.gov.au/public-inspection.

Planning and Environment Act 1987

HOBSONS BAY PLANNING SCHEME

AMENDMENT C116 Part 2

INSTRUCTION SHEET

The planning authority for this amendment is the Hobsons Bay City Council.

The Hobsons Bay Planning Scheme is amended as follows:

Planning Scheme Ordinance

The Planning Scheme Ordinance is amended as follows:

1. In Particular Provisions – Clause 52.02, replace the Schedule with a new Schedule in the form of the attached document.

End of document

HOBSONS BAY PLANNING SCHEME

~~1.0~~
Proposed C116
Part 2

SCHEDULE TO CLAUSE 52.02 EASEMENTS, RESTRICTIONS AND RESERVES**1.0 Under Section 23 of the Subdivision Act 1988**

~~1.0~~
Proposed
C116 Part 2

| Land | Easement or restriction | Requirement |
|---|-------------------------|--|
| Lots 196 and 197 on PS011502 and further being described in Certificate of Title Volume 05285 Folio 848 | Covenant 1319212 | The whole of the restriction is authorised for removal |
| Lot 198 on PS011502 and further being described in Certificate of Title Volume 08165 Folio 105 | Covenant 1904468 | The whole of the restriction is authorised for removal |
| Lots 199 and 200 on PS011502 and further being described in Certificate of Title Volume 06372 Folio 208 | Covenant 1763961 | The whole of the restriction is authorised for removal |
| Lot 201 on PS011502 and further being described in Certificate of Title Volume 05647 Folio 212 | Covenant 1453022 | The whole of the restriction is authorised for removal |
| Lot 202 on PS011502 and further being described in Certificate of Title Volume 05683 Folio 510 | Covenant 1463040 | The whole of the restriction is authorised for removal |
| Lot 203 on PS011502 and further being described in Certificate of Title Volume 05806 Folio 085 | Covenant 1508823 | The whole of the restriction is authorised for removal |
| Lots 205 and 206 on PS011502 and further being described in Certificate of Title Volume 07194 Folio 603 | Covenant 2184914 | The whole of the restriction is authorised for removal |
| Lot 209 on PS011502 and further being described in Certificate of Title Volume 05683 Folio 508 | Covenant 1461864 | The whole of the restriction is authorised for removal |
| Lot 210 on PS011502 and further being described in Certificate of Title Volume 05683 Folio 509 | Covenant 1461864 | The whole of the restriction is authorised for removal |
| Lot 211 on PS011502 and further being described in Certificate of Title Volume 08220 Folio 850 | Covenant 1923222 | The whole of the restriction is authorised for removal |
| Lots 212 and 213 on PS011502 and further being described in Certificate of Title Volume 06778 Folio 568 | Covenant 1944146 | The whole of the restriction is authorised for removal |

Ordinary Council Meeting
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HOBSONS BAY PLANNING SCHEME

| | | |
|--|----------------------------------|--|
| Lot 214 on PS011502 and further being described in Certificate of Title Volume 06712 Folio 338 | Covenant 1923223 | The whole of the restriction is authorised for removal |
| Lot 215 on PS011502 and further being described in Certificate of Title Volume 05893 Folio 587 | Covenant 1546524 | The whole of the restriction is authorised for removal |
| Lot 216 on PS011502 and further being described in Certificate of Title Volume 05479 Folio 777 | Covenant 1389998 | The whole of the restriction is authorised for removal |
| Lot 217 on PS011502 and further being described in Certificate of Title Volume 07623 Folio 011 | Covenant 2428949 | The whole of the restriction is authorised for removal |
| Lot 220 on PS011502 and further being described in Certificate of Title Volume 05900 Folio 805 | Covenant 1549148 | The whole of the restriction is authorised for removal |
| Lot 221 on PS011502 and further being described in Certificate of Title Volume 06099 Folio 638 | Covenant 1640973 | The whole of the restriction is authorised for removal |
| Lot 222 on PS011502 and further being described in Certificate of Title Volume 07156 Folio 177 | Covenant 2140931 | The whole of the restriction is authorised for removal |
| Lot 223 on PS011502 and further being described in Certificate of Title Volume 07156 Folio 178 | Covenant 2143296 | The whole of the restriction is authorised for removal |
| Lots 227, 228, 229 on PS011502 and further being described in Certificate of Title Volume 05772 Folio 234 | Covenant 1495473 | The whole of the restriction is authorised for removal |
| Lots 82, 83 on LP006394 and further being described in Certificate of Title Volume 08046 Folio 558 | Covenant 2642396 | The whole of the restriction is authorised for removal |

2.0 Under Section 24A of the Subdivision Act 1988

31/01/2019
C116P11

| Land | Person | Action |
|----------------|--------|--------|
| None specified | | |

3.0 Under Section 36 of the Subdivision Act 1988

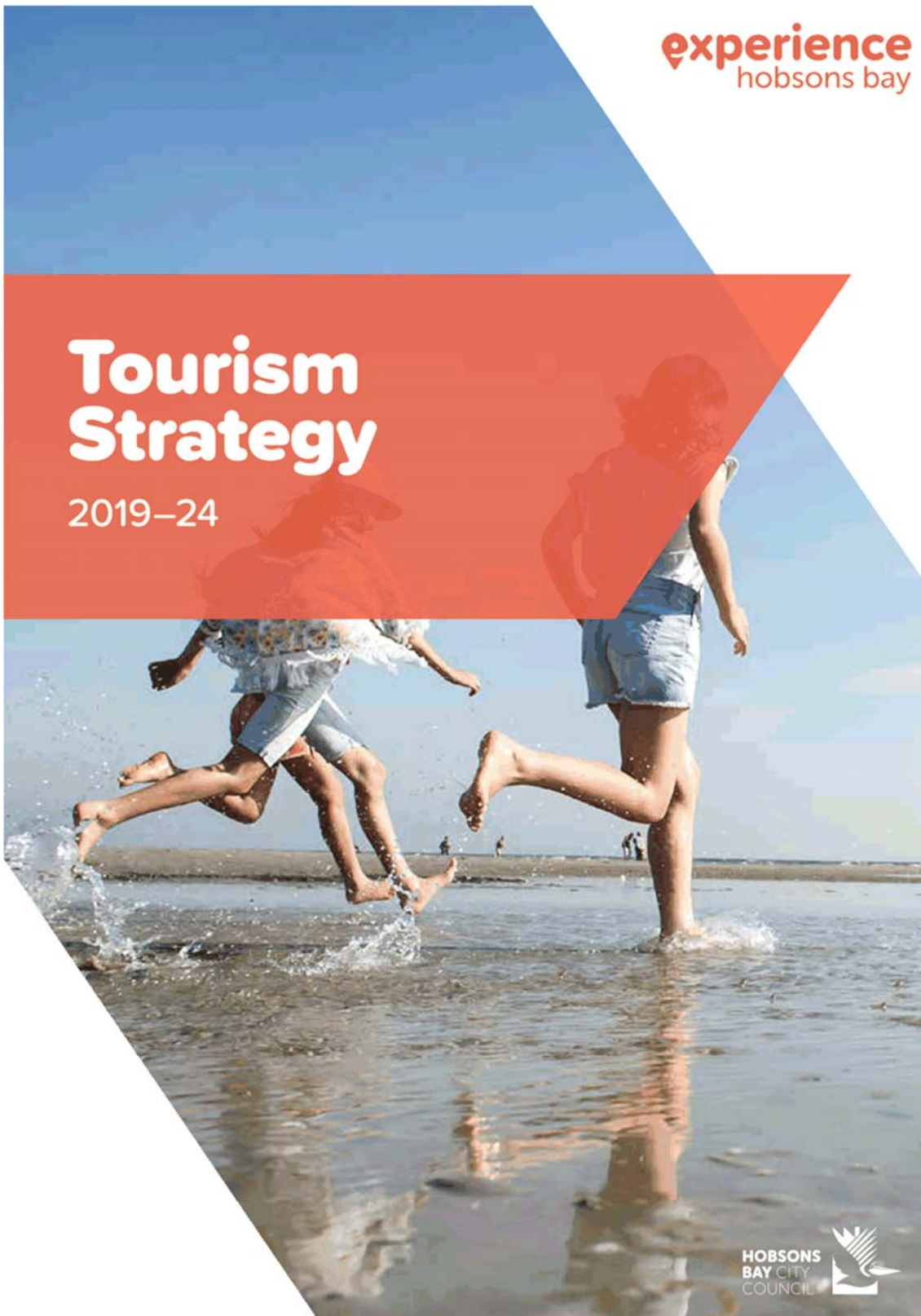
31/01/2019
C116P11

| Land | Easement or right of way | Requirement |
|----------------|--------------------------|-------------|
| None specified | | |

experience
hobsons bay

Tourism Strategy

2019–24





Hobsons Bay Coastal Trail (Bay Trail) - Altona

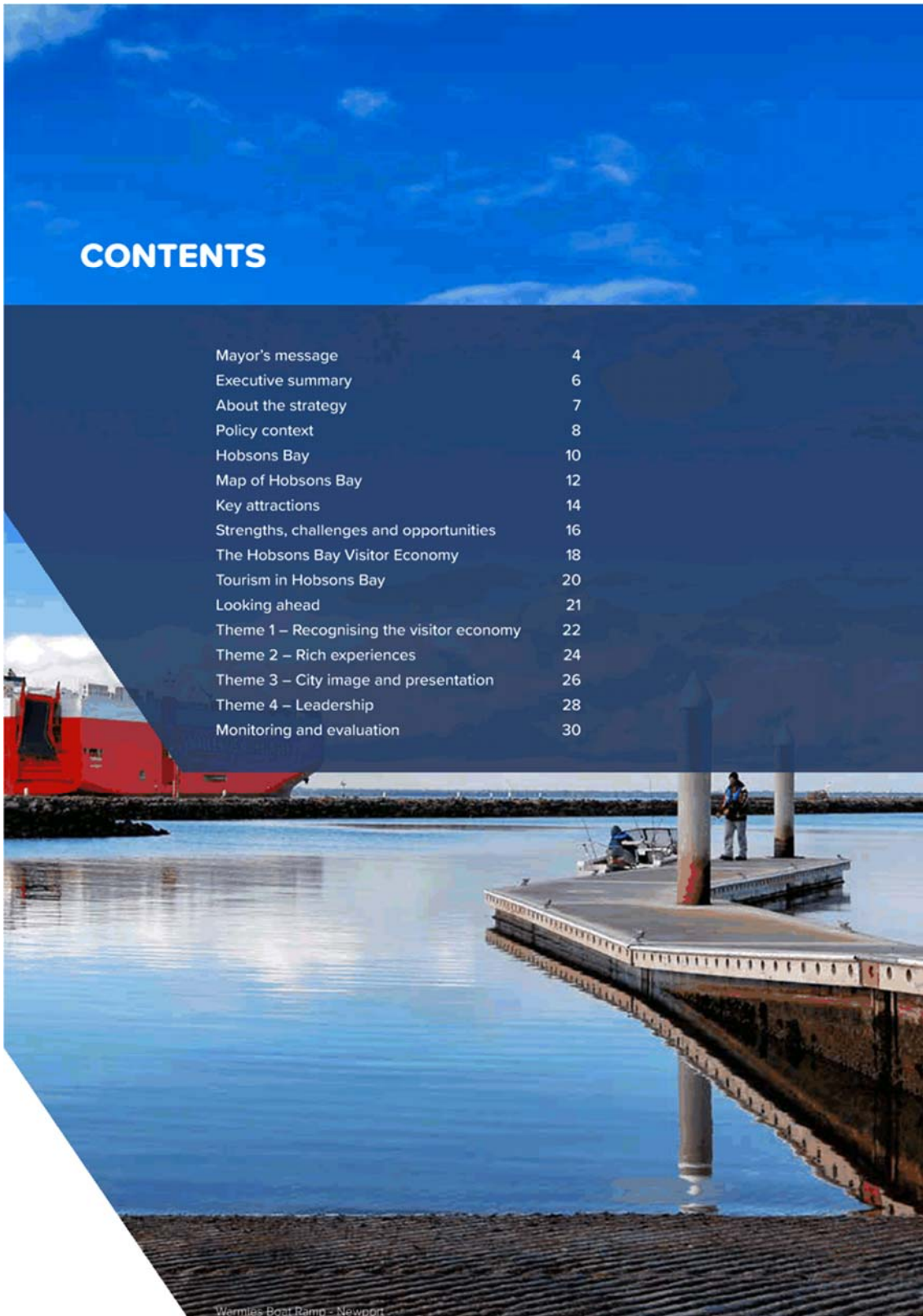
This strategy was compiled by Hobsons Bay City Council for reference purposes only. For further information contact Hobsons Bay City Council on 9932 1000 www.hobsonsbay.vic.gov.au

Council acknowledges the people of the Kulin Nation as the traditional owners of these municipal lands.

Council acknowledges the legal responsibility to comply with the *Charter of Human Rights and Responsibilities Act 2006* and the *Equal Opportunity Act 2010*. The Charter of Human Rights and Responsibilities is designed to protect the fundamental rights and freedoms of citizens. The Charter gives legal protection to 20 fundamental human rights under four key values that include freedom, respect, equality and dignity.

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Wermiles Boat Ramp - Newport

MAYOR'S MESSAGE



I am pleased to present the Experience Hobsons Bay Tourism Strategy 2019–24.

With its rich maritime history and an array of natural attractions, Hobsons Bay is a unique and widely regarded destination for visitors, just a short distance from central Melbourne.

The picturesque coastline, cultural attractions and diverse shopping precincts on offer not only benefit our local residents, but provide people from across Melbourne and further afield with the opportunity to escape the city, to take a short ferry, bike or train ride, and feel completely removed from the hustle of the CBD.

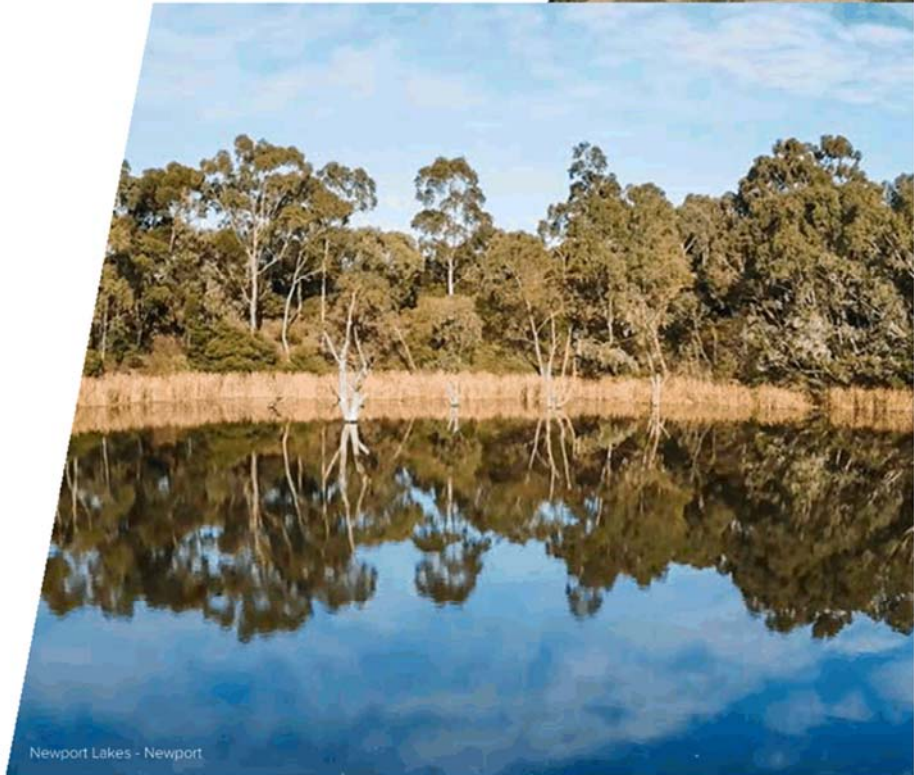
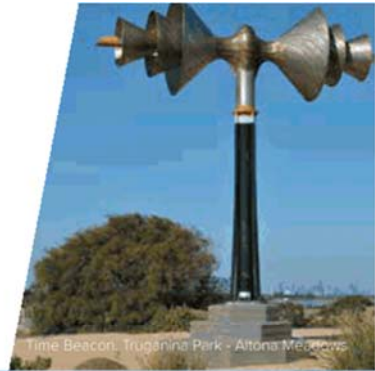
Tourism is a major contributor to the Hobsons Bay economy, generating more than \$294 million in output and supporting more than 1,300 jobs locally.

Council plays an important role in supporting the preservation of our tourism assets and ensuring the ongoing growth of visitation to Hobsons Bay. By creating a welcoming and consistent experience for all visitors we can ensure this important industry continues to thrive.

This strategy explores opportunities to support and grow the local tourism industry, to attract new and diverse visitors and encourage residents to explore their local area. It outlines the key themes and objectives that will guide our work to achieve our vision of Hobsons Bay being "A place that locals are proud to call home. A place that is recognised globally for its rich experiences and visitor offering".

We are grateful to the many local people who provided input in the development of this strategy. The feedback you have provided has directly contributed to the key themes of this strategy and we look forward to delivering strong outcomes for the tourism industry over the next five years.

Cr Jonathon Marsden,
Mayor of Hobsons Bay



EXECUTIVE SUMMARY

The Experience Hobsons Bay Tourism Strategy outlines the key themes and objectives that will guide Council's work in supporting the sustainable growth of the local visitor economy.

Aimed at achieving a long-term vision for Hobsons Bay, the Experience Hobsons Bay Tourism Strategy (the strategy) reflects Council's commitment to ensuring Hobsons Bay is a place that people are proud to call home, and a place that can be recognised widely for its rich experiences and visitor offering.

Through the strategy, Council will identify a series of projects, opportunities and initiatives that can influence and accelerate positive change within the local tourism sector, attracting new and diverse visitation, and delivering increased economic and social benefit to the city.

Building on previous work, the strategy will be supported by an action plan, and together these documents provide the economic context and framework for Council's future tourism development activity.

The action plan outlines the priority activities, key partners and resources required to deliver the objectives of the strategy.

Experience Hobsons Bay comprises four key themes:



ABOUT THE STRATEGY

The Experience Hobsons Bay Tourism Strategy (the strategy) has been developed by Hobsons Bay City Council, in partnership with local tourism operators, industry partners and other key stakeholders.

Careful consideration has been given to the context in which this strategy sits, including its alignment with previous local tourism strategies, other Council policies and strategies, the local community and the wider region of Melbourne's west.

To ensure the strategy accurately reflects the needs and priorities of the local tourism industry, consultation has been undertaken to identify the scope and capacity of the current tourism industry, existing and potential opportunities for growth and the needs and priorities of industry and community stakeholders.

The consultation process has included:

- two workshops with industry partners and tourism operators
- a workshop with Hobsons Bay Visitor Information Centre volunteers
- consultation with relevant departments across Council
- interviews with tourism operators

The themes and priorities identified through this consultation have formed the key themes, objectives and actions of the strategy.

The strategy development process has included:

- business engagement/consultation
- background review
- policy context
- economic and socio-economic analysis
- stakeholder forums
- theme development
- action/implementation plan
- monitoring and evaluation



POLICY CONTEXT

The Experience Hobsons Bay Tourism Strategy outlines the key themes and objectives that will guide Council's work in supporting the short and long term growth of the local visitor economy.

Local

The strategy addresses Priority 3 and 4 of Hobsons Bay 2030 Community Vision, namely: 'growth through innovation, access to local jobs, technology and education'; and 'proactive enrichment, expansion and conservation of the natural and urban environment'. It also aligns with Goals 2 and 3 of the Council Plan 2017–21, which aims to ensure that Hobsons Bay is 'a great place' that is 'well designed, maintained and environmentally sustainable'.

The strategy supports cross-departmental communication and collaboration, and the work will support the visitor economy as it crosses a number of Council's strategic plans, including but not limited to:

- Hobsons Bay 2030 Community Vision
- Hobsons Bay Council Plan 2017–21
- Economic Development Strategy 2015–20
- Creative City Arts and Culture Plan 2018–22
- Activity Centre Strategy (in development)
- Events and Festivals Plan 2016–21
- Open Space Strategy 2018–28
- Disability Access and Inclusion Strategy 2013–17
- Integrated Transport Plan 2017–30
- Advocacy Strategy 2014–18
- Enterprise Digital Strategy 2018–22
- Learning Communities Strategic Plan 2016–19
- Multicultural Policy 2016–20

Key partners in Hobsons Bay include:

- local tourism operators
- local residents
- organisations representing and advocating for local tourism operators, such as traders groups
- Visitor Information Centre (VIC) staff and volunteers
- major attractions (including Seaworks, Scienceworks, The Substation)
- Western Melbourne Tourism



Altona Pier - Altona



Regional

Positioned 7km south west of Melbourne's Central Business District (CBD) Hobsons Bay benefits from its connection to both the central city and western region of Melbourne, and contributes to the economic profile and diversity of both areas.

Council works with a variety of stakeholders, including other local councils, state and federal governments and regional partners to promote local tourism and advocate for greater investment in the region. To ensure the strategy aligns with the objectives of other regional stakeholders, consideration has been given to other regional strategic plans, including:

- Western Melbourne Tourism, Strategic Plan 2017–20
- Destination Melbourne, Destination Management Visitor Plan for Melbourne's West
- A Jobs and Industry Strategy for Melbourne's West
- The Western Agenda (in development)
- Inner Melbourne Action Plan 2016–26

Key partners in the west and inner Melbourne regions include:

- other LGAs/councils
- Western Melbourne Tourism
- Destination Melbourne
- LeadWest
- The Inner Melbourne Action Plan (IMAP) partnership

State and national

Tourism is an important contributor to the Victorian and Australian economies and plays an important role in stimulating the economy and creating employment opportunities.

The state and federal governments play an important role in increasing tourism visitation and building industry capacity through the operation of Tourism Australia and Visit Victoria respectively.

To ensure the strategy fits within the broader context of tourism in Victoria and Australia, the strategy has been developed to align with a number of strategies and plans, including:

- Plan Melbourne
- Victoria's 2020 Tourism Strategy
- Victorian Visitor Economy Strategy

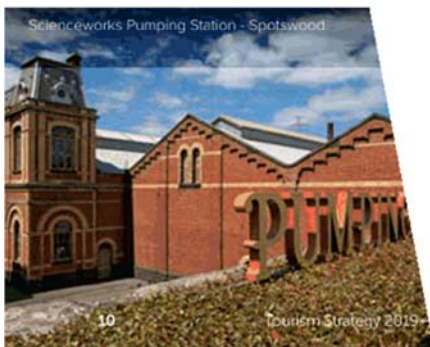
Key partners at the state and national level include:

- Visit Victoria (comprising Tourism Victoria, Victorian Major Events Company and the Melbourne Convention Bureau)
- Tourism Australia
- Parks Victoria
- Invest Victoria
- Victorian Planning Authority
- Victorian Tourism Industry Council (VTIC)
- Australian Tourism Accreditation Program (ATAP)

HOBSONS BAY

Located on the banks of Port Phillip Bay just 7 kilometres from the CBD, Hobsons Bay is a unique part of the Melbourne metropolitan landscape and a welcoming entry point into the ever changing region of Melbourne's West.

The region is made up of 12 suburbs. Each with its own identity, characteristics and tourism offering



Local destinations

Williamstown, with its views of the Melbourne skyline across the water, ferry access to and from Gem Pier and established hospitality and retail precincts is a popular destination for visitors, and recognised as an important location for tourism activity in Hobsons Bay.

History buffs and maritime enthusiasts can immerse themselves in the many attractions that tell the story of the first port of Melbourne; Seaworks and the boating clubs contributing to the marine economy are growing destinations for event producers while the Williamstown Botanic Gardens, Commonwealth Reserve, Burgoyne Reserve and Williamstown Beach are highly valued.

To the north, **Newport** and **Spotswood** have built on their industrial reputation to become thriving urban hubs where old and new come together and high profile attractions such as Scienceworks and The Substation are surrounded by boutique shops and cafes. Spotswood is also where the popular Hobsons Bay Coastal Trail begins before stretching 23 kilometres along the edge of Port Phillip Bay to Altona Meadows.

Centrally located in Hobsons Bay and a popular spot for fishing, swimming, kite surfing and more, **Altona** is one of the hidden gems of the west. The white sandy beach, expansive water vistas, pier and relaxed vibe of Altona village offer visitors a unique experience just a short drive (or ride) from central Melbourne.

Further west attractors include Woods Street Arts Space and specialist traders building a niche in **Laverton**, while Melbourne Ballpark has a very high seasonal visitor draw through its role as a state venue in the national baseball league with international profile.

Biodiversity and natural attractions

Hobsons Bay is known for its rich natural environment.

The diversity and extent of the open space in Hobsons Bay establishes it as one of its most unique and important attributes, especially given our proximity to central Melbourne and the context of a growing western metropolitan region.

Its biodiversity has regional, national and international significance.

Experiences in nature including Newport Lakes, Truganina Explosives Reserve and Jawbone Flora and Fauna Reserve present unlimited opportunities for locals and visitors to explore and interact with the environment, while the extensive network of shared trails attracts a steady stream of visitors year round. Diverse waterways including creek systems, waterfront, piers, coastline and river frontages contribute to unique experiences based on the natural environment. Heading west from Altona along through Truganina people visit for what is considered one of the best birdwatching areas in Victoria, with its proximity and views to the internationally Ramsar recognized Cheetham Wetlands. Open space, proximity to the city, coast, waterways, migratory birds, trails, it's a high value mix for Hobsons Bay.

Major attractions

Major attractions such as Seaworks in Williamstown, Scienceworks in Spotswood and The Substation in Newport play an important role in attracting visitors to Hobsons Bay and raising the profile of the local tourism industry. State government support and funding of these organisations has highlighted the role they play in attracting events, promoting local assets and bringing visitors to Melbourne's west. Opportunities exist to further collaborate with major attractions and encourage cross promotion within the broader Hobsons Bay tourism industry.



Ordinary Council Meeting
Agenda - Appendices



KEY ATTRACTIONS

Attractions in Hobsons Bay include:

Altona

- Altona Beach (including matting, beach wheelchairs and accessible changing facilities)
- Altona Coastal Park
- Altona Homestead and Logan Reserve
- Altona Laverton Historical Society
- Altona Lifesaving Club
- Altona Pier
- Altona Theatre
- Altona Tuesday Market
- Bay Trail shared coastal path/ public art
- Cherry Lake
- Events (summer events, Logan Reserve, beach)
- Kite Surfing
- Koorringal Golf Club
- Lantern Ghost Tours
- Pier Street
- Truganina Coastal Parklands
- Truganina Explosives Reserve

Altona Meadows

- 100 Steps
- Altona Basketball Stadium/ HD Graham Reserve
- Bay Trail / shared coastal path / public art
- BMX-Skate Park
- Cheetham Wetlands
- Old Laverton School

Altona North

- Specialty food - Second Avenue and The Circle
- Altona Badminton Centre
- Altona Gate Shopping Centre
- Australian Islamic Centre
- Altona Lakes Golf Club
- Altona Miniature Railway
- Kororoit Creek Trail
- Public art

Brooklyn

- Federation Trail

Laverton

- Aviation Road
- Events (Laverton Festival, summer events)
- Laverton and Skeleton Creeks
- Laverton Hub
- Melbourne Ballpark
- McCormack Park
- Public art
- Woods Street Arts Space

Newport

- Accommodation (including Newport Guest House)
- Bay Trail/coastal path/ public art
- Cafes and shops - Hall Street, Mason Street, Melbourne Road
- Events (Newport Folk Festival)
- HMAS Yarra Memorial
- Newport Lakes
- Newport Railyards – Steam Rail Victoria
- The Substation
- Skate Park
- The Warmies boat ramps and river/city/bay views

Seabrook

- Skeleton Creek

Seaholme

- Altona Boat Ramp
- Altona Coastal Park/The Pines
- Altona Dog Beach
- Bay Trail/shared coastal path

South Kingsville

- Cafes and shops - Vernon Street

Spotswood

- Bay Trail/shared coastal path/ river frontage
- Cafes and shops Hudsons Road and Hall Street
- Industrial Heritage walking tour and app
- Markets
- Melbourne Planetarium (Scienceworks)
- Scienceworks
- The Pumping Station (Scienceworks)
- The Punt
- River crossing
- Two Birds Brewery
- Westgate Bridge Memorial

Williamstown

- 30 Minute Bay tours
- Able Fishing Charters
- Accommodation including Amawind, Captains Retreat, Punt Hill, Quest
- Bay Sea Farm Mussels (Sundays at Gem Pier)
- Bay Trail/shared coastal path/public art
- Blunts Boat Builders
- Commonwealth Reserve and The Rotunda
- Corvette Memorial
- Enterprize Tall Ship
- Events (day events and event series over multiple days)
- Cafes and shops - Nelson Place
- Ferguson Street/Douglas Parade shops and cafes
- Ferguson Street Pier
- Gem Pier (and ferries)
- Historic churches
- Heritage pubs
- Heritage walking tours
- HMAS Castlemaine
- Hobsons Bay Historic Tours
- Hobsons Bay Visitor Information Centre
- Irish Famine Memorial
- Jawbone Flora and Fauna Reserve
- Kayak the Coast
- Lantern Ghost Tours
- Markets

- Melbourne Boutique Charters
- Melbourne River Cruises
- Nelson Place heritage precinct
- Pirates Tavern
- Point Gellibrand Coastal Heritage Park
- St Johns Ambulance Museum
- Sailing and motor boat clubs
- Seaplanes
- Sea Shepherd (Seaworks)
- Seaworks Maritime Discovery Centre
- Self-guided walking tours
- The Morgue
- Timeball Tower
- Titanic theatre restaurant
- Williamstown Bay and River Cruises
- Williamstown Beach (including matting and beach wheelchairs)
- Williamstown Botanic Gardens
- Williamstown Charters
- Williamstown Croquet Club
- Williamstown Historical Museum and Society
- Williamstown Library Heritage Room
- Williamstown Lifesaving Club
- Williamstown Mechanics Institute
- Williamstown Town Hall

Williamstown North

- Accommodation (Quest Williamstown North)
- Classic Car Museum
- Lost Ark Antiques
- Railway Museum
- Williamstown Cemetery

STRENGTHS, CHALLENGES AND OPPORTUNITIES

Strengths

- strategic location and proximity to the CBD
- coastal location and panoramic waterfront vistas
- established activity centres
- public transport access
- village feel (local authenticity)
- significant wetlands and open spaces
- high quality walking/cycling paths and trails
- Bay West Trail Scenic Drive links
- events and festivals
- heritage (maritime, rail)
- Visitor Information Centre (VIC)
- opportunities for fishing and water-based activities
- sailing clubs and marine building activity
- major attractions (including Scienceworks, Seaworks and The Substation)
- recent influx of quality hospitality providers
- accessible beaches (Altona and Williamstown)
- Punt from Port Melbourne
- ferries from the city
- proximity to other key attractions in the west including Werribee Open Range Zoo, Avalon Airport

- engaged local resident community
- trader groups
- partnership with Western Melbourne Tourism and the wider western region
- relationship with Destination Melbourne, Visit Victoria and Tourism Australia

Challenges

- limited ability to measure visitation aside from at VIC
- limited wayfinding signage
- residents leaving Hobsons Bay to visit cafes/retail in surrounding areas
- retention and dispersion of visitors to Scienceworks/ Seaworks/The Substation
- infrequent ferry and punt services
- geographic location/ dispersal of attractions
- inconsistent opening hours of attractions
- visitation subject to weather
- no caravan park/budget accommodation options
- limitations of accommodation outside of Williamstown
- conflicting information online – Visit Hobsons Bay, Visit Williamstown, etc

- limited visitor dispersal beyond key attractions
- consistency of customer service across municipality
- no clear identity for activity centres
- low overnight visitation levels
- limited public transport options
- unreliable public transport schedules
- competition from surrounding municipalities
- increased competition for local accommodation providers from Airbnb (and lack of control)
- local impact during peak tourism season
- limited cooperative product packaging among tourism operators
- limited parking during peak times
- perception of the west
- minimise impact of increased visitation on fragile ecosystems
- climate change

Ordinary Council Meeting Agenda - Appendices



Opportunities

- encourage coordination of attraction opening hours
- identify tourism offering and unique selling proposition (USP)
- strengthen digital and social media presence and engagement
- stronger destination marketing
- capture Chinese visitors to Melbourne
- Avalon Airport and securing Air AsiaX
- increase yield of existing visitor markets
- advocate for additional ferry services
- encourage local residents to shop and explore local
- reach and engage new residents
- leverage and build on heritage strengths
- capitalise on major events
- encourage Scienceworks visitors to stay in Hobsons Bay
- increase overnight stays on weekends to address high vacancy rates
- improve signage on cycling paths
- encourage cyclists to stop and experience Hobsons Bay
- raise awareness of natural attractions
- advocate for better utilisation of coastline/ support of water-based activities
- tap into sailing clubs
- introduce tourism signage across Hobsons Bay
- support businesses in improving customer service
- Destination Melbourne and Western Melbourne Tourism partnerships
- develop identity for all activity centres
- advocate for improved infrastructure and integrated transport
- create better connections between tourism operators
- facilitate business networking and collaboration
- cross promote between attractions
- package attractions into themes for promotion
- increase storytelling across all channels
- tap into sharing economy (Airbnb, Uber etc)
- encourage businesses and trader groups to lead/drive visitor attraction
- identify opportunities to reduce seasonality
- encourage local community to explore and promote the local area
- promote accessible tourism

THE HOBSONS BAY VISITOR ECONOMY

Tourism is an important component of the Hobsons Bay economy, with the potential for significant growth in future years.

Tourism is important to Hobsons Bay as a local economic driver and improves the vibrancy, liveability and prosperity of the city by supporting local services, building civic pride and preserving and improving amenity and local character.

Tourism is identified as one of Australia's five super growth sectors by the federal government with growth of 4 per cent per annum expected up to 2033. In Melbourne alone, the visitor economy was worth \$15.3 billion in 2015–16, employing 126,800 people. Victoria's Visitor Economy Strategy goal of increasing visitor expenditure to \$36.5 billion by 2025 shows the scale of the growth potential in the tourism sector within Victoria.

Hobsons Bay is home to a thriving and diverse visitor economy, which generates approximately \$294 million in output, and supports approximately 1,400 local jobs. People visit Hobsons Bay for a variety of different purposes, including leisure and recreation, visiting friends and family, for business and major events.

Visitor attractions in Hobsons Bay are incredibly diverse. They include wetlands, heritage, bike trails, accessible beaches, hospitality sector, the arts, events, conferences and major attractions such as Scienceworks, Seaworks and The Substation.

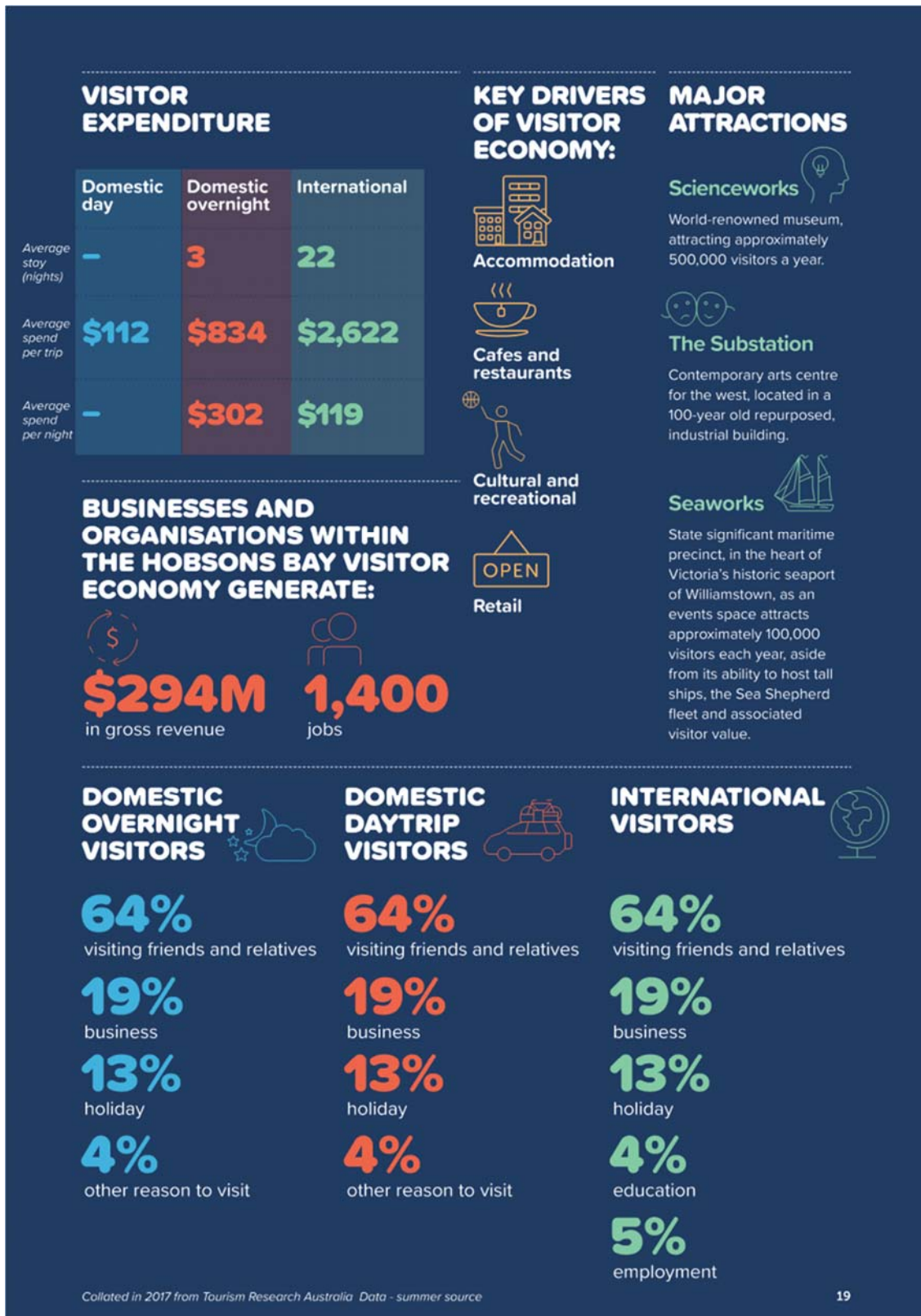
Important to the visitor experience is the presentation of gateways and the activity centres of Altona, Laverton, Newport, Spotswood and Williamstown which provide a diverse range of destinations and visitor experiences and increasingly other shopping strips with specialist retail.

This diversity in visitor attractions, and the multitude of reasons people visit Hobsons Bay and thereby contribute to the economy, requires us to think in more broader terms than the traditional idea of 'tourism' and 'tourists'. The term 'visitor economy' is increasingly used to better capture and describe this depth and breadth of the sector and the underlying importance to the local economy.

The Hobsons Bay Visitor Information Centre

As the largest Visitor Information Centre (VIC) in Melbourne's west and one of the largest in metropolitan Melbourne, the Hobsons Bay VIC plays an important role in providing a welcoming interface for visitors arriving into Hobsons Bay, as well as the ability to provide information more broadly through the VIC networks. Located in Nelson Place, Williamstown and staffed by a team of volunteers, the VIC delivers a range of services on site, from greeting people arriving by ferry at Gem Pier and providing maps and information on local sites and activities, to encouraging visitor dispersal across the municipality. The VIC captures visitor data which is used to improve the customer experience and identify new markets.





TOURISM IN HOBSONS BAY

Through its economic development function, Hobsons Bay City Council plays an active role in enabling tourism activity across the municipality, and in the wider western region.

Each year, a suite of programs and initiatives are delivered to support local tourism operators, help them connect with other stakeholders, attract visitors to the area, and assist in the growth and sustainability of the local visitor economy.

Initiatives include:

- the development and management of an 'Experience Hobsons Bay' website
- operation of the Hobsons Bay Visitor Information Centre in Williamstown
- provision of visitor information services and collateral
- content in Melbourne Official Visitor Guide
- participation in Melbourne Tourism Industry Exchange (MTIE) including for operators
- guided walking tours
- tourism operator advice, support and workshops
- networking events and forums
- Discover Your Own Backyard, delivered in partnership with Destination Melbourne
- the Hobsons Bay Business Excellence Awards
- major events support attracting local, domestic and international visitors
- advocacy for investment in key attractions and infrastructure
- funding contributions and support of four local trader associations

Council delivers initiatives to address the changing needs of the local tourism sector. However, with the rapid growth of the visitor economy, high consumer expectations, the rising influence of social platforms, and rapid advancements in technology, there is a need for a more strategic approach to identifying local priorities, and providing a solid foundation for ensuring the future growth of the local visitor economy.

Through the development of this strategy, and the implementation of an annual tourism strategy action plan, Hobsons Bay City Council endeavours to:

- improve recognition and awareness of the visitor economy
- improve the visitor experience in Hobsons Bay
- attract new and diverse investment to the municipality
- work with local, regional, state and national partners to maximise economic outcomes for the visitor economy within Hobsons Bay
- support existing and new tourism operators
- encourage the local community to be advocates for Hobsons Bay

LOOKING AHEAD

Our vision

The Hobsons Bay Tourism Strategy will contribute to achieving the Hobsons Bay 2030 Community Vision - *"By 2030, embracing our heritage, environment and diversity, we – the community of Hobsons Bay – will be an inclusive, empowered, sustainable and visionary community, led and supported by a progressive Council of excellence."*

The following vision will guide the future of tourism in Hobsons Bay:

"Hobsons Bay is a place that locals are proud to call home. A place that is recognised globally for its rich experiences and visitor offering."

Through the implementation of this strategy, Hobsons Bay will become a community that is characterised by:

- accessible, vibrant and diverse activity centres that are welcoming to visitors and residents
- excellent transport links and connections
- a well-connected and collaborative tourism industry
- increased visitation from both domestic and international visitors
- widely regarded tourism attractions and experiences

A regional approach

Hobsons Bay City Council works in partnership with Brimbank, Maribyrnong, Melton, Moonee Valley and Wyndham Councils. Western Melbourne Tourism (WMT) - which is cooperatively funded by local government and also includes industry representation on its board, including accommodation, attractions and Victoria University - is now well established and recognised as a catalyst for

industry and resources in the west. Through WMT the region has a collaborative focus, planning for long term growth, strengthening the existing visitor economy and advocating for further investment in the region.

A regional approach to marketing Melbourne's west and sharing resources brings benefits to the Hobsons Bay community and provides operators access to a wider pool of resources, skill building and a broader customer base. Implementing initiatives to increase visitation, visitor yield, dispersal and satisfaction within the western region will remain a priority as this strategy is implemented.

Key partners

To implement this strategy, Council will work collaboratively with a variety of local and regional stakeholders, including:

- Hobsons Bay Visitor Information Centre
- Visitor Information Centres network
- Western Melbourne Tourism
- Destination Melbourne
- Visit Victoria
- Tourism Australia
- LeadWest
- VicRoads
- VicTrack
- Public Transport Victoria
- tertiary and training providers
- Brimbank, Maribyrnong, Melton, Moonee Valley and Wyndham Councils
- local tourism operators
- event organisers
- local business associations and trader groups
- major attractions

Theme 1

**RECOGNISING
THE VISITOR
ECONOMY**



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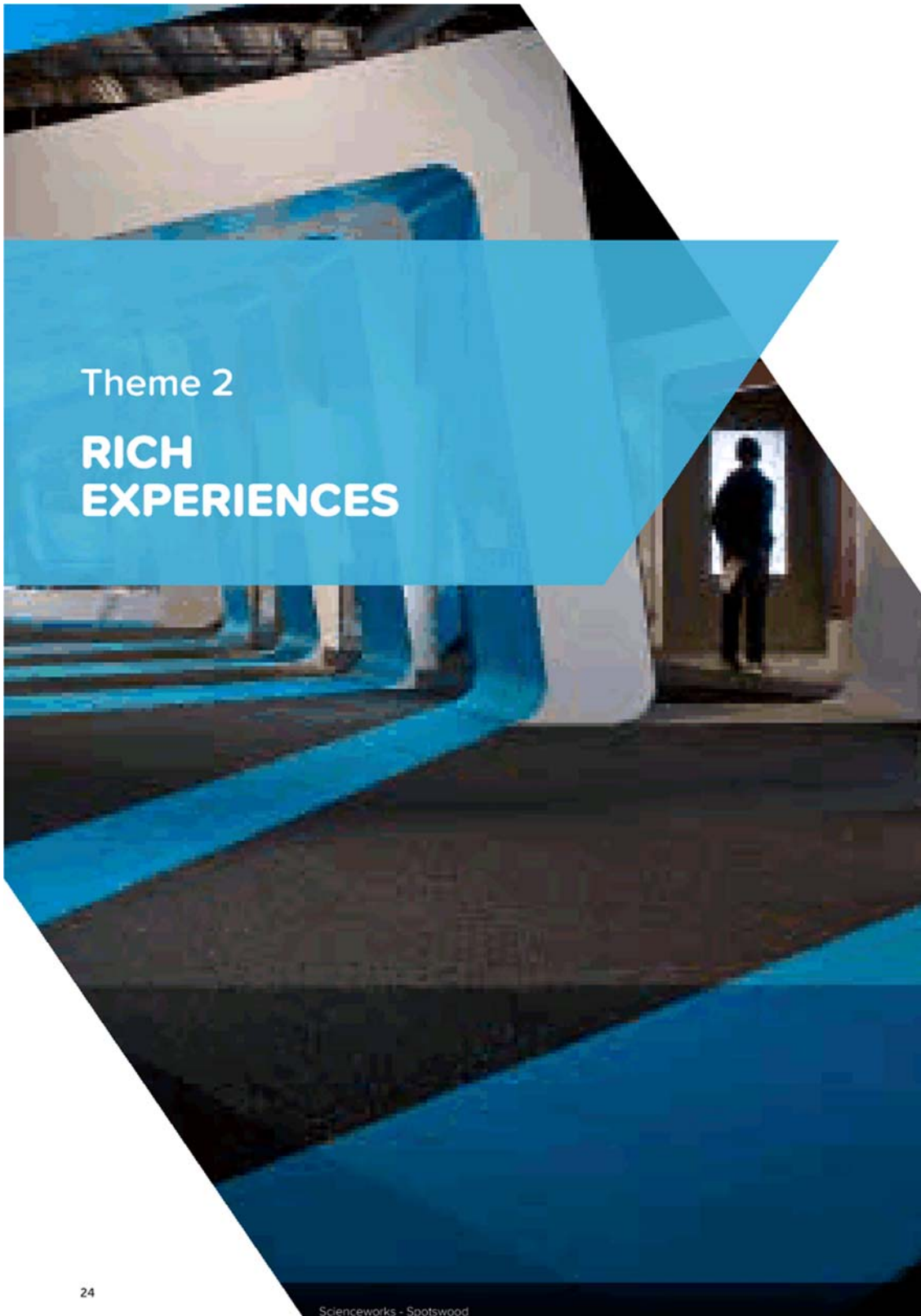
Gem Pier - Willongtown

The location, heritage, environment, and cultural attractions of Hobsons Bay make it an appealing destination for visitors. However, there will always be opportunities to enhance and improve awareness of its offering with locals and visitors alike.

Delivering a suite of programs and services to tourism operators in Hobsons Bay will continue to be a priority, as Council works collaboratively with local operators and other stakeholders to strengthen and grow the local visitor economy.

By providing the resources required to ensure an engaged and inclusive visitor economy, and improving the accessibility and awareness of the information and assistance available to tourism operators, Council will aim to increase collaboration across the sector and ensure that Hobsons Bay continues to be recognised as a great place to visit and explore.

- Objective 1.1**
Increase community awareness of, and participation in local tourism attractions and activities.
- Objective 1.2**
Raise awareness of the Hobsons Bay visitor offering through cohesive branding
- Objective 1.3**
Work with tourism operators to enhance their understanding of the visitor economy and visitor service standards.
- Objective 1.4**
Recognise achievements and celebrate success



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Scienceworks - Spotswood

Hobsons Bay is home to a diverse visitor offering, characterised by vibrant activity centres, tourism assets of state significance, and a growing number of experiences for locals and visitors alike.

People visit Hobsons Bay for many different reasons, however their willingness to linger in the area or return, is influenced substantially by their experience. Enhancing and expanding the local visitor offering also has the ability to attract more visitors to the area.

Through the implementation of this strategy, Council aims to enhance the entire visitor journey, and ensure that locals and visitors have a wide variety of quality experiences to choose from, enjoy and share.

Objective 2.1

Strengthen and support new and existing tourism experiences.

Objective 2.2

Increase visitor awareness of opportunities to extend and/or enhance their visit.

Objective 2.3

Encourage diversity in local visitor offering and align the local visitor offering with community needs.

Objective 2.4

Improve the visitor journey by investing in service offering.



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Altona beach - Altona

Council recognises the important role that it plays in creating an environment that makes locals and visitors feel welcome, and enhances their experience of the area.

Further investment in city image and presentation will allow Council to influence how the area is perceived, and how the story of Hobsons Bay is shared.

Objective 3.1

Strengthen the local sense of welcome, place, character and amenity.

Objective 3.2

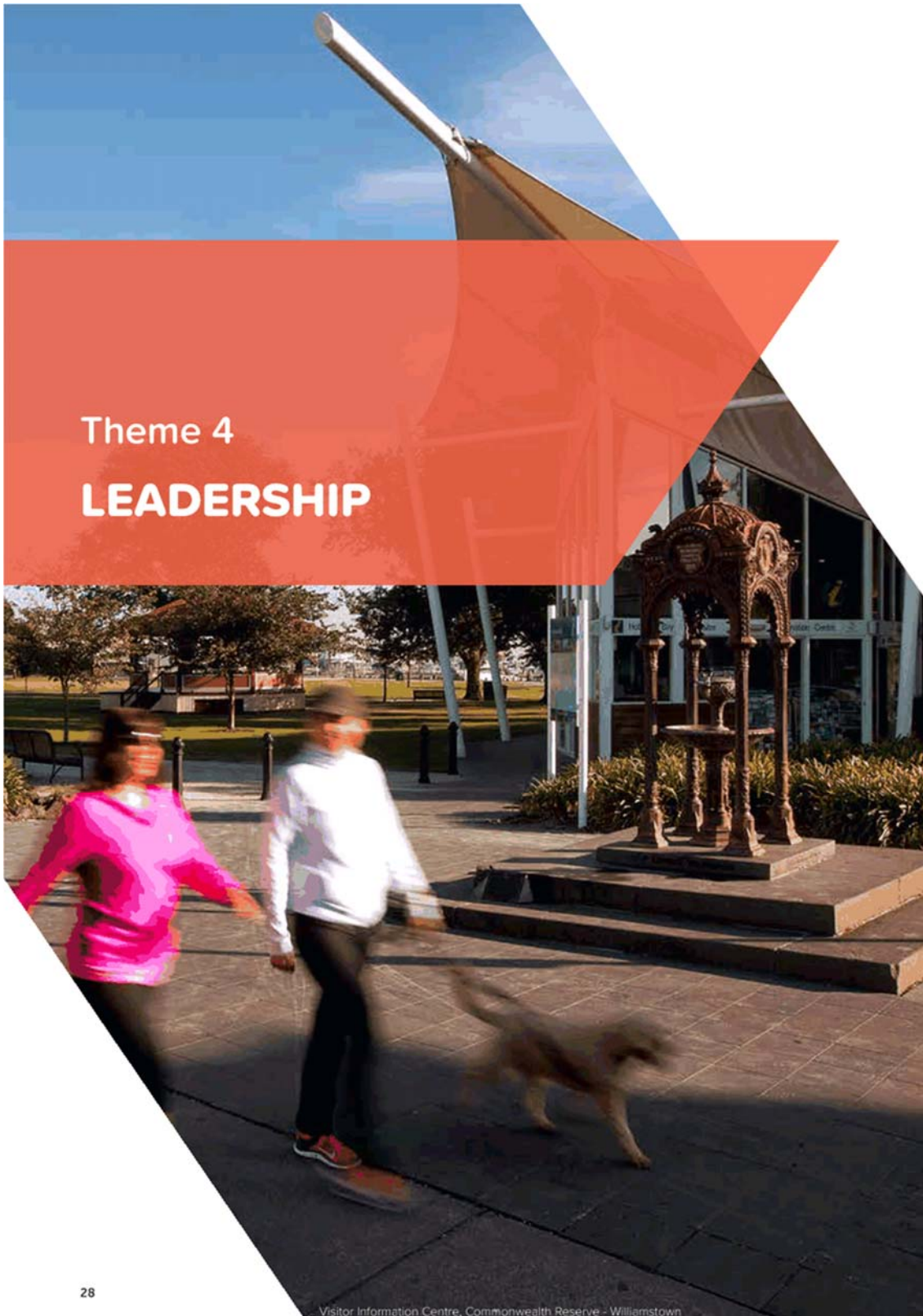
Support the further development and promotion of existing activity centres, to support a network of vibrant commercial areas across the municipality.

Objective 3.3

Establish Hobsons Bay as an accessible and diverse visitor destination in which all local residents and visitors can access attractions and experiences.

Objective 3.4

Support and advocate for investment in infrastructure that will enhance the visitor experience.



Hobsons Bay City Council acknowledges the important role of tourism and visitation in improving the vibrancy, liveability and prosperity of the city, and is committed to being recognised as a progressive Council of excellence, and achieving the vision of this strategy, namely that

“Hobsons Bay is a place that locals are proud to call home. A place that is recognised globally for its rich experiences and visitor offering.”

Achieving the best results for Hobsons Bay will require collaboration with local, regional, state and national partners. Council will also need to take a proactive role in advocating for investment and support for the local visitor economy.

Objective 4.1

Ensure Hobsons Bay is represented at a regional, state, national and global level by establishing and fostering strategic partnerships which will benefit the local visitor economy.

Objective 4.2

Encourage collaboration between tourism operators and stakeholders.

Objective 4.3

Advocate for investment and support for the tourism industry across Hobsons Bay and Melbourne’s west.

MONITORING AND EVALUATION

This strategy will guide the future tourism development activity of Hobsons Bay City Council. To ensure the effective implementation of the strategy objectives, an annual Tourism Strategy Action Plan will be developed to outline the key priorities and actions that will be delivered, and a process of ongoing review and evaluation will be undertaken.

The tourism development outcomes delivered by Hobsons Bay City Council are currently measured through the Local Government Performance Reporting Framework (LGPRF), which ensures consistency in reporting across all Victorian councils. Through this reporting process, Council will use pre-determined indicators to measure business participation, industry growth and service delivery.

A review of the state of the tourism sector will be conducted half way through the strategy implementation. This review will assess the ongoing relevance of the strategy and ensure that objectives remain reflective of the Hobsons Bay tourism climate.

The outcomes of the strategy will also be measured in a number of ways including:




- tourism operator feedback captured through business engagement
- number of tourism development programs delivered
- level of stakeholder participation in Council activities
- annual review, reporting and development of strategy action plans
- local community and economic outcomes identified by Census data
- process indicators and outcomes identified in annual action plans





**HOBSONS BAY
CITY COUNCIL**

115 Civic Parade, Altona
PO Box 21, Altona 3018
Phone (03) 9932 1000
Fax (03) 9932 1090
NRS phone 133 677 and quote 03 9932 1000
Email customerservice@hobsonsabay.vic.gov.au

 www.twitter.com/HobsonsBayCC
 www.facebook.com/HobsonsBayCityCouncil
 www.hobsonsabay.vic.gov.au

 **HOBSONS BAY
LANGUAGE LINE**
9932 1212
INTERPRETER SERVICE FOR ALL LANGUAGES
Your Council in your language
Recorded Council information in:

| | | |
|----------|------------|------------|
| English | العربية | Ελληνικά |
| Italiano | ភាសាខ្មែរ | Tiếng Việt |
| 粵語 | Македонски | 普通话 |

Experience Hobsons Bay Tourism Strategy Action Plan

2019-20



Introduction

Developed in conjunction with the Experience Hobsons Bay Tourism Strategy 2019-24, this action plan outlines the key priorities and actions for the 2019 to 2020 financial year, and future actions.

The actions align with the four strategy themes of **Recognising the visitor economy**, **Rich experiences**, **City image and presentation** and **Leadership**. The action plan outlines each objective, timing and an indication of the level of funding required to deliver the desired outcome.

The cost level of funding has been estimated based on current and past program costs. As a guide, the following funding classifications have been used:

| Indicative cost | Classification |
|---|----------------|
| Officer time, no additional cost incurred | Nil |
| \$0 – \$5,000 | Low cost |
| \$5,001 – \$10,000 | Medium cost |
| \$10,001+ | Major cost |
| Additional funding will be required in future years | Future |

In some cases further work will be needed to determine funding requirements.

Some of these actions are subject to change based on available funding and partnerships.

Theme 1 – Recognising the visitor economy

The location, heritage, environment, and cultural attractions of Hobsons Bay make it an appealing destination for visitors. However, there will always be opportunities to enhance and improve awareness of its offering with locals and visitors alike.

Delivering a suite of programs and services for tourism operators in Hobsons Bay will continue to be a priority, as Council works collaboratively with local operators and other stakeholders to strengthen and grow the local visitor economy.

By providing the resources required to ensure an engaged and inclusive visitor economy, and improving access to and awareness of the assistance available to tourism operators, Council will aim to increase collaboration and ensure that Hobsons Bay continues to be recognised as a great place to visit and explore.

Objective 1.1 – Increase community awareness of, and participation in local tourism attractions and activities

Objective 1.2 – Raise awareness of the Hobsons Bay visitor offering through cohesive branding

Objective 1.3 – Work with tourism operators to enhance their understanding of the visitor economy and visitor service standards

Objective 1.4 – Recognise achievements and celebrate success

| <i>Objective</i> | <i>Action</i> | <i>Timing</i> | <i>Budget requirement</i> |
|--|---|-----------------|---------------------------|
| 1.1 Increase community awareness of, and participation in local tourism attractions and activities | 1. Undertake a perception survey to discover what locals love about Hobsons Bay and seek to promote these experiences. | Jul – Sept 2019 | Nil |
| | 2. Provide opportunities for residents to contribute to the sector through Council's Portfolio Advisory Committee Arts, Culture and Tourism. | Two year term | Nil |
| | 3. Plan and deliver an annual visiting friends and relatives (VFR) program targeted at Hobsons Bay residents. | March 2020 | Low |
| | 4. Run an Instagram competition to generate social media engagement and the use of regional hashtags such as #AltonaBeach to drive further content. | Ongoing | Nil |
| | 5. Prepare a minimum of four tourism articles to be featured in the Hobsons Bay Community News each year, showcasing diversity of the city and operators. | Quarterly | Nil |
| 1.2 Raise awareness of the Hobsons Bay visitor offering through cohesive branding | 1. Develop and distribute a brand pack to encourage tourism operators and event producers to use the 'Experience Hobsons Bay' brand and provide access to images and materials through Council's website. | October 2019 | Nil |
| | 2. Actively promote the Experience Hobsons Bay brand, including the website. | Ongoing | Nil |
| | 3. Host a familiarisation tour (famil) to showcase local tourism, with participation from at least five media and industry stakeholders. | June 2020 | Low |
| | 4. Deliver an annual program of events for Melbourne Tourism Week. | September 2019 | Low |

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| <i>Objective</i> | <i>Action</i> | <i>Timing</i> | <i>Budget requirement</i> |
|---|--|---------------|---------------------------|
| 1.3 Work with tourism operators to enhance understanding of the visitor economy and visitor service standards | 1. Ensure Council's economic development business visits program includes a minimum of ten tourism operators each year. | Ongoing | Nil |
| | 2. Publish a minimum of six articles relating to the value of the visitor economy or business spotlights in Hobsons Bay Business e-Works. | Bi-monthly | Nil |
| | 3. Deliver at least two workshops per year, to build capacity of local tourism operators and staff. | Annual | Low |
| | 4. Develop a web based tourism toolkit to inform understanding of the visitor economy, industry trends and visitor service standards. | August 2019 | Nil |
| 1.4 Recognise achievements and celebrate success | 1. Work with local media to promote local visitor attractions and case studies, generating a minimum of three articles each year. | Annual | Nil / Low |
| | 2. Promote excellence within the tourism sector by including a Tourism category within the Hobsons Bay Business Excellence Awards program. | October 2019 | Nil |
| | 3. Report on the outcomes of the annual action plan, providing operators with a snapshot of the year, including the economic impact of local events. | June 2020 | Nil |

Theme 2 – Rich experiences

Hobsons Bay is home to a diverse visitor offering, characterised by vibrant activity centres, tourism assets of state significance and a growing number of experiences for locals and visitors alike.

People visit Hobsons Bay for many different reasons, however their willingness to linger in the area, or to return, is influenced substantially by their experience of the area. Enhancing and expanding the local visitor offering also has the ability to attract more visitors to the area.

Through the implementation of this strategy, Council aims to enhance the entire visitor journey, and ensure that locals and visitors have a wide variety of quality experiences to choose from, enjoy and share.

Objective 2.1 – Strengthen and support new and existing tourism experiences.

Objective 2.2 – Increase visitor awareness of opportunities to extend and/or enhance their visit.

Objective 2.3 – Encourage diversity in local visitor offering and align the local visitor offering with community needs.

Objective 2.4 – Improve the visitor journey by investing in service offering.

| <i>Objective</i> | <i>Action</i> | <i>Timing</i> | <i>Budget requirement</i> |
|--|--|---|--|
| 2.1 Strengthen and support new and existing tourism experiences | <ol style="list-style-type: none"> 1. Conduct an annual review of the local tourism offering and identify industry trends and opportunities. 2. Work in partnership with Events and Arts and Culture units to identify opportunities and leverage major events. 3. Produce a business events and conference information pack to distribute as part of the Hobsons Bay Investment Prospectus suite of materials. 4. Facilitate regular meetings with key stakeholders from the maritime sector to identify new opportunities to enhance and promote the maritime history of Hobsons Bay. 5. Support the identification and implementation of eco-tourism and nature-based tourism opportunities. | <p>May 2019 May 2020</p> <p>Ongoing</p> <p>September 2019</p> <p>July 2019 Ongoing</p> <p>Ongoing</p> | <p>Nil</p> <p>Nil</p> <p>Nil</p> <p>Nil</p> <p>Low</p> |
| 2.2 Increase visitor awareness of opportunities to extend and enhance their visit (leverage opportunities) | <ol style="list-style-type: none"> 1. Explore feasibility of mobilising visitor servicing to encourage dispersion of visitors across the municipality. 2. Produce the Hobsons Bay accommodation guide for inclusion on the Experience Hobsons Bay website and promote to operators and event producers. 3. Create a minimum of three visitor itineraries that are available for download from the Experience Hobsons Bay website. | <p>October 2019</p> <p>June 2020</p> <p>Annual</p> | <p>Future</p> <p>Nil</p> <p>Nil</p> |
| 2.3 Encourage diversity in local visitor offering and align the local visitor offering with community needs. | <ol style="list-style-type: none"> 1. Identify creative clusters, boutique destinations, multicultural assets and heritage sites as visitor attractions for the Visiting Friends and Relatives (VFR) market. | Ongoing | Nil |

| <i>Objective</i> | <i>Action</i> | <i>Timing</i> | <i>Budget requirement</i> |
|---|---|---------------|---------------------------|
| 2.4 Improve the visitor journey by investing in service offering. | 1. Operate the Visitor Information Centre in Williamstown according to current accreditation levels including opening 363 days per year. | Ongoing | Major |
| | 2. Provide at least two training and development programs for Visitor Information Centre staff and volunteers each year. | June 2020 | Low |
| | 3. Review the current visitor service offering and implement continuous improvement initiatives to ensure service expectations are met and servicing aligns with industry trends. | June 2020 | Nil |

Theme 3 – City image and presentation

Council recognises the important role that it plays in creating an environment that makes locals and visitors feel welcome, and enhances their experience of the area.

Further investment in city image and presentation will allow Hobsons Bay to influence how the area is perceived and how the story of Hobsons Bay is shared.

Objective 3.1 – Strengthen the local sense of welcome, place, character and amenity.

Objective 3.2 – Support the further development and promotion of existing activity centres, to support a network of vibrant commercial areas across the municipality.

Objective 3.3 – Establish Hobsons Bay as an accessible and diverse visitor destination in which all local residents and visitors can access attractions and experiences.

Objective 3.4 – Support and advocate for investment in infrastructure that will enhance the visitor experience.

| <i>Objective</i> | <i>Action</i> | <i>Timing</i> | <i>Budget requirement</i> |
|--|--|---------------|---------------------------|
| Objective 3.1 Strengthen the local sense of welcome, place, character and amenity. | 1. Identify and review gateways and arrival points into Hobsons Bay and advocate or plan for upgrades to improve signage and access. | July 2019 | Future |
| | 2. Invest in our shared trail network to improve wayfinding and enrich the visitor experience. | Ongoing | Future |
| Objective 3.2 Support the further development and promotion of existing activity centres, to support a network of vibrant commercial areas across the municipality. | 1. Support local trader groups to market, brand and promote local retail centres. | Ongoing | Nil |
| | 2. Support the establishment of new experiences that enhance the night time economy and activate local activity centres out of hours. | Ongoing | Nil - Future |
| Objective 3.3 Establish Hobsons Bay as an accessible and diverse visitor destination in which all local residents and visitors can access attractions and experiences. | 1. Conduct a review of accessibility resources to ensure that they are relevant and inspiring to local operators. | December 2019 | Nil |
| | 2. Ensure accessibility resources and information are promoted on Council's website and through the Hobsons Bay Business e-Works newsletter. | Ongoing | Nil |
| | 3. Continue to promote accessible beaches through publications such as the Official Visitor Guide (OVG). | Ongoing | (See 4.1.3) |
| | 4. Identify and distribute research on multicultural audiences and advocate for opportunities to increase visitation from these markets. | Ongoing | Nil |

| <i>Objective</i> | <i>Action</i> | <i>Timing</i> | <i>Budget requirement</i> |
|---|---|---------------|---------------------------|
| Objective 3.4 Support and advocate for investment in infrastructure that will enhance the visitor experience. | 1. Compile a three year plan, identifying current and future infrastructure needs to prioritise through Council's budget process. | November 2019 | Future |
| | 2. Continue to promote unique ways to visit the city and support transport operators. | Ongoing | Nil |
| | 3. Support a review of policies relating to water based transportation. | June 2020 | Nil |
| | 4. Establish a success criteria and undertake an audit of potential public place WiFi locations and general technical capacity, to propose an implementation plan in line with Council's Enterprise Digital Strategy. | February 2020 | Nil (audit) Future |
| | 5. Support the planning of a wetlands centre in Altona Meadows that promotes the unique habitat of Hobsons Bay. | Ongoing | Future |
| | 6. Advocate for increased investment in the preservation and enhancement of rail heritage assets. | Ongoing | Nil |

Theme 4 – Leadership

Hobsons Bay City Council acknowledges the important role of tourism and visitation in improving the vibrancy, liveability and prosperity of the city. Council is committed to being recognised as a progressive council of excellence, and to achieving the vision of this strategy, namely that "Hobsons Bay is a place that locals are proud to call home. A place that is recognised globally for its rich experiences and visitor offering".

Achieving the best results for Hobsons Bay will require collaboration with local, regional, state and national partners. Council will take a proactive role in advocating for investment and support for the local visitor economy.

Objective 4.1 – Ensure Hobsons Bay is represented at a regional, state, national and global level by establishing and fostering strategic partnerships which will benefit the local visitor economy.

Objective 4.2 – Encourage collaboration between tourism operators and stakeholders.

Objective 4.3 – Advocate for investment and support for the tourism industry across Hobsons Bay and Melbourne's west.

| Objective | Action | Timing | Budget requirement |
|--|---|---------|--------------------|
| Objective 4.1 Ensure Hobsons Bay is represented at a regional, state, national and global level by establishing and fostering strategic partnerships which will benefit the local visitor economy. | 1. Continue to participate in Western Melbourne Tourism and other opportunities to contribute to and grow a regional visitor economy. | Ongoing | Major 28k p.a |
| | 2. Contribute to the implementation and promotion of the Western Melbourne Tourism Strategic Plan, the Melbourne West Destination Management Visitor Plan and other relevant regional plans and strategies. | Ongoing | Nil |
| | 3. Work with Destination Melbourne to deliver an annual program of marketing initiatives to promote the local visitor offering including Official Visitor Guides, DYOB, etc | Ongoing | Major 9k qtr* |
| | 4. Provide local content to Tourism Australia and encourage local operators to participate in state and national tourism campaigns. | Ongoing | Nil |
| | 5. Ensure Hobsons Bay is represented at relevant state tourism and economic development forums. | Ongoing | Nil |
| | 6. Provide material to the Australian Tourism Data Warehouse, increasing Hobsons Bay and western region representation. | Ongoing | Nil |
| | 5. Recognise and promote Hobsons Bay businesses that are accredited as part of the Australian Tourism Accreditation Program (ATAP). | Ongoing | Nil |
| 7. Create a major events branding pack for national and international audiences. | Aug – Oct 2019 Ongoing | Nil | |

| <i>Objective</i> | <i>Action</i> | <i>Timing</i> | <i>Budget requirement</i> |
|---|--|-------------------------|---------------------------|
| Objective 4.2 Encourage collaboration between tourism operators and stakeholders. | 1. Facilitate an annual tourism industry networking session to encourage collaboration between local businesses. | September 2019 | Low |
| | 2. Identify and participate in regional projects that aim to enhance and promote Melbourne's west. | As projects arise | Low |
| | 3. Establish a marine operator network group to increase collaboration and identify opportunities for the enhancement and growth of the marine tourism sector. | July 2019 | Nil |
| Objective 4.3 Advocate for investment and support for the tourism industry across Hobsons Bay and Melbourne's west. | 1. Proactively build relationships with key government and industry stakeholders to attract and facilitate investment to Hobsons Bay and the surrounding region. | Ongoing | Nil |
| | 2. Ensure the local tourism industry is represented in Council's investment attraction and facilitation programs. | As per meeting schedule | Nil |
| | 3. Review visitation data to identify key markets and trends, and identify opportunities to improve data collection. | Ongoing | Nil |
| | 4. Produce a paper analysing the current and future accommodation needs of visitors to Hobsons Bay, to align with Council's Investment Attraction and Facilitation programs. | February 2020 | Nil |
| | 5. Support major local tourism attractions, such as Seaworks, Scienceworks, the Substation and the Williamstown Maritime Precinct to identify and secure further investment. | Ongoing | Nil |



H.D. GRAHAM RESERVE DRAFT MASTER PLAN

November 2018

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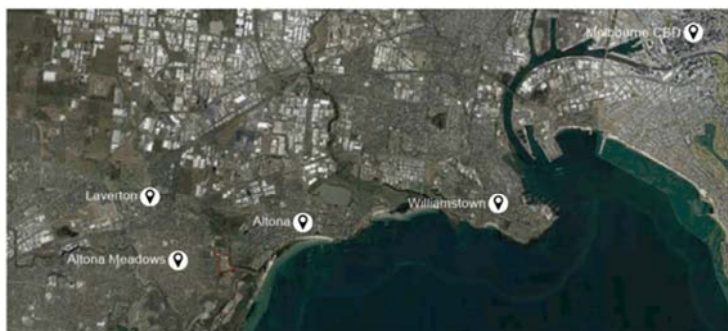


Figure 1.1 Melbourne Context Plan

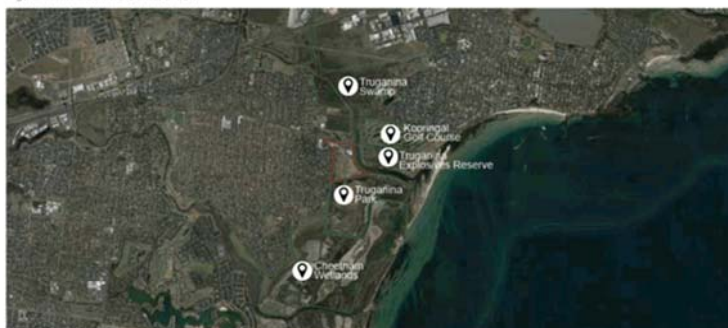


Figure 1.2 Altona Meadows Context Plan



Figure 1.3 H.D. Graham Context Plan

1. Introduction

1.1 Site background

H.D. Graham Reserve, a 19.1 hectare site in Altona Meadows, is located at the entrance of the Truganina Park, the 100 steps, and Cheetham Wetlands. The site as seen today is based on an earlier Master Plan completed in the year 2000. The Master Plan was developed by Hobsons Bay City Council following the closure of the Altona landfill, where Truganina Park is now located, in 1998.

H.D. Graham Reserve is located on Crown Land, zoned Public Park and Recreation Zone, and is managed by Hobsons Bay City Council, the Committee of Management.

The Reserve is bordered by Truganina Park to the south, Queen Street to the north, residential properties to the west and the Laverton Creek to the east. Shared trails run along both the eastern and western boundaries of the reserve linking residential streets to the Reserve. Andrew Park Drive, a sealed asphalt road that runs through the centre of the site, forms the only entry/exit point to the reserve and leads to the car park for Truganina Park.

1.2 Project aim

The aim of this project is to develop a comprehensive Master Plan for H.D. Graham Reserve to guide future development in an ecologically sustainable and responsible manner, consistent with Council's current policies, strategies and plans. The Master Plan will respond to current and future community aspirations and needs, as well as the existing and potential future users of the site.

In order to achieve this aim, the following objectives have been developed.

The Master Plan will:

- Meet the current and future needs, issues and aspirations within capacity of H.D. Graham Reserve;
- Optimise the use of the reserve for active and passive recreation
- Identify and acknowledge natural and environmental significant values in relation to H.D. Graham Reserve to help protect and enhance habitat biodiversity;
- Respond to the challenges of global warming impacting the site such as Urban Heat Island Effect;
- Identify opportunities for Water Sensitive Urban Design;
- Identify opportunities for incorporation of Council's ecologically sustainable design directions;
- Adapt to changing demands for space and facilitates multi-use;
- Conserve, protect and interpret the cultural, environmental and historical values of the site, including any connections with the existing wetlands that could be strengthened through education, interpretation and access for visitors;
- Align with other strategic work, including the Sports Needs Analysis and the Open Space Strategy;
- Identify funding options and sources;
- Balance the visitation to the precinct catering for increasing sporting demands;
- Improve the connectivity and accessibility of the precinct to the neighbourhood and enhances access for pedestrians, cyclists and other visitors;
- Uphold the mission of the Ramsar convention through the wise use of all wetlands; and
- Respond to environmental and cultural conservation values such as:
 - o Improving the sites' relationship to the Cheetham wetlands and Truganina Park.
 - o Protecting and enhancing areas of significant vegetation, revegetation and habitat.
 - o Protecting and increasing biodiversity.
 - o Encouraging visitor education and interaction with site's environmental and cultural values.
 - o Protecting and enhancing surrounding waterbodies.

2. Context

2.1 Strategic Context



Hobsons Bay 2030 Community Vision

This document was developed by the community to guide Council's work in the municipality to the year 2030 and outlines the following vision "By 2030, embracing our heritage, environment and diversity, we - the community of Hobsons Bay - will be an inclusive, empowered, sustainable and visionary community, led and supported by a progressive Council of excellence". The document also presents the following priorities:

- Visionary, vibrant and accountable urban planning
- Community wellbeing and inter-connection
- Growth through innovation, access to local jobs, technology and education
- Proactive enrichment, expansion and conservation of the natural and urban environment
- Activate sustainable practices
- As accessible and connected community.



Council Plan 2017-2021

This plan outlines the following objectives, relevant to this project and in line with the Hobsons Bay Community Vision, that Council will work toward over the 4 year period 2107-2021:

- Provide access to high quality services to enhance community health and wellbeing
- Ensure all community members will have access to quality community, sport and recreation facilities, cultural experiences and open spaces that encourage a healthy and active lifestyle
- Support the growth of our local economy, and encourage business investment that creates and maintains local jobs
- Deliver, support and promote arts, cultural, heritage, recreational and sporting events and programs that foster a sense of belonging and contribute to the liveability of the city
- Improve the transport network and to address issues in public transport, our roads, foot paths and cycling routes
- Ensure urban development is appropriate and considers neighbourhood character and heritage
- Deliver and maintain well-designed, accessible and environmentally sustainable community assets
- Protect and enhance our coastal environment, biodiversity and natural areas
- Actively and innovatively address climate change and promote sustainable living
- Actively seek the community's views by providing a range of opportunities for the community to contribute to Council's decision making



Hobsons Bay Open Space Strategy 2018

This strategy guides the provision, protection, planning, design and management of open space within the municipality and outlines the following vision:

Hobsons Bay open spaces are accessible, connected, safe and inviting places. The network is well-maintained, well-designed and environmentally sustainable. It is recognised, protected and enhanced for its heritage and cultural importance, its contribution to human recreation and wellbeing, and its biodiversity and conservation values.

Equity and diversity underpin the design and location of open spaces at every scale across the municipality, enabling all Hobsons Bay residents, workers and visitors to delight in local open spaces. The report notes that there will be a limited increase in open space demand from within the Altona Meadows precinct, however significant population growth in surrounding precincts will contribute to increasing overall demand and usage pressures.

H.D. Graham Reserve is defined as a 'District Open Space' with a focus on active recreation. Key recommendations for H.D. Graham Reserve include expanding sporting facilities at H.D. Graham Reserve including car parking and connections and prioritising and implementing renewal works as required.



Disability Access and Inclusion Strategy 2013-2017

The Disability Access and Inclusion Strategy sets out a plan to improve the quality of life in Hobsons Bay for residents living with disabilities, their families and carers. The strategy aims to ensure people with disabilities can get around easily, are able to actively participate in the community, are accepted and respected, and are better supported to achieve their potential. In order to achieve this, Council commits to the following objectives, relevant to this study:

- Improving the accessibility of the built and natural environment
- Advocating for transport systems that are accessible and reliable
- Working with residents, service providers and organisations to be more inclusive
- Increasing opportunities and providing support for people with a disability to participate in local events, sports and recreation



Universal Design Policy Statement: Council buildings and the public realm, 2017

This statement outlines Council's vision of achieving a fully accessible and inclusive municipality where all residents, regardless of their ability, can reach their full potential. In order to achieve this Council is committed to ensuring Universal Design principles are applied to new buildings, buildings undergoing significant upgrades, retrofits of existing buildings, and infrastructure, features and open space within the public realm. The also outlines the Universal Design principals for use within parks and reserves to ensure all types of facilities, furniture, fixtures and pavements are design to support access for all.



Biodiversity Strategy 2017-2022

The Biodiversity Strategy aims to value and protect the unique biodiversity of Hobsons Bay for current and future generations. In order to achieve this, the strategy outlines the following goals:

- Build ecosystem resilience to long term, adaptive planning
- Utilise best practice pest management to reduce threats to biodiversity
- Utilise urban ecology and natural area management to prevent species loss
- Protect the unique biodiversity of Hobsons Bay through holistic strategy land use planning
- Assist the community to value the unique biodiversity through education and engagement
- Incorporate community recreational benefits without compromising the unique biodiversity of Hobsons Bay.



Living Hobsons Bay: an Integrated Water Management Plan 2014-2019

This plan outlines a framework for prioritising sustainable water management actions including:

- Increasing water security by introducing effective monitoring and control to reduce waste and extending Council's portfolio of alternative water supplies
- Increase public amenity by increasing the amount of alternative water that is available to irrigate and protect green infrastructure
- Protect waterways and the Bay from key pollutants that reduce its recreational value by encouraging best practice stormwater management
- Increase public health by working with key stakeholders to prevent pollutants from entering the stormwater system. Council will also investigate techniques for using urban greening to mitigate the urban heat island effect
- Increase biodiversity to reduce peak stormwater flows and pollutants running off hard surfaces through the use of sustainable stormwater treatment
- Reduce nuisance flooding by increasing stormwater harvesting activities and encouraging best practice stormwater management in new developments



Climate Change Policy 2013

This policy aims to build Hobsons Bay capacity to effectively respond to the challenges of climate change to reduce the environmental, social and financial impacts. The objectives of the policy area:

- To provide a strategic framework for Council to manage its climate change vulnerability using a combination of adaptation and mitigation strategies
- To reduce the environmental impacts and operating costs of all Council operations, minimise fuel consumption, reduce corporate energy use and achieve zero net greenhouse gas emissions by 2020
- To undertake actions to reduce the community's greenhouse gas emissions and lead the community towards achieving zero net greenhouse gas emissions by 2030
- To respond to the risks of climate change to Council assets and services and assist the community to be more resilient to the effects of climate change



Climate Change Adaption Plan 2013-2018

The Climate Change Adaption Plan outlines a number of adaption actions which have been developed to address the identified high risks, such as financial impacts, increased legal liability, disruptions to Council service delivery and access to and the condition of open space. The actions address the following areas:

- The climate resilience of essential infrastructure
- The long term protection and enhancement of public open space
- Water and energy security and other sustainable design issues
- Community resilience to increased extreme events
- The management of coast assets at risk from flooding.



Community Greenhouse Strategy 2013-2030

This strategy was developed to support the reduction of greenhouse gas emissions within Hobsons Bay with the objective of becoming a zero net emission community by 2030. In order to achieve the following priorities have been outlined:

- Promoting existing energy efficiency resources for residents and businesses
- Providing energy efficient products to residents through bulk purchasing
- Further encouraging home composting
- Undertaking additional travel change behaviour programs
- Working with local government partners and others to develop a Regional Greenhouse Strategy
- Advocating for major public transport improvements.



Corporate Greenhouse Strategy 2013-2020

The Corporate Greenhouse strategy is intended to provide a cost effective way forward for Hobsons Bay City Council to achieve its zero net greenhouse gas emissions by 2020 target. The Strategy outlines the following action items:

- Continue to track the greenhouse gas emissions resulting from Council activities and provide an annual public report on emissions and activities undertaken to reduce these emissions
- Continue to investigate Scope 3 emissions sources to determine the emissions associated with it, in particular contractors, purchasing and capital works
- Investigate purchasing or creating offsets to monitor any changes in the associated federal emissions factor
- Maintain the zero net emissions by 2020 target
- Investigate the opportunity for the generation and/ or purchasing of offsets

Ramsar: The 4th Strategic Plan 2016-2024

The mission of the Ramsar Convention is the "conservation and wise use of all wetlands through local and national actions and international cooperation, as a contribution towards achieving sustainable development throughout the world." To achieve this Mission this document note the importance that vital ecosystem function and the ecosystem services they provide to people and nature are fully recognized, maintained, restored and wisely used.

Wetlands that are recognised under the Ramsar convention are identified as being of international significance in terms of ecology, botany, zoology, limnology and hydrology. The Cheetham Wetlands, south of H.D. Graham Reserve we designated Ramsar status in recognition of its high value as habitat for water birds.



Sports Facility Needs Analysis 2018

This document was developed to assist Hobsons Bay City Council in determining the future planning and development of the municipality's sporting infrastructure and to identify priorities for the effective and sustainable delivery of sports facilities within the municipality. Some priorities identified, relevant to this project, include:

- The need to address growing demand for women and girls to participate in sport (particularly in AFL and soccer)
- Support the 4 indoor court expansion of the Altona Sports Centre to accommodate the projected needs for Basketball and Netball
- Engage the local cycling community and BMX track users in the upcoming H.D. Graham Reserve Master Plan and identify the potential for establishing a local cycling club
- Consider relocation of Rugby Union facilities to a site that better connects the western and northern suburbs
- Undertake upgrades of the existing BMX track in-line with H.D. Graham Reserve Master Plan outcomes (\$40k estimated). Include the provision of 1-2 synthetic wicket Cricket grounds / soccer pitches in the master planning of H.D. Graham Reserve
- Monitor the change in demand for tennis and consider the provision of 2 additional tennis courts
- Local participation and facility use in all core or traditional competition sports is strong - Basketball and Netball (indoor sports), Soccer and AFL (winter sports) and Cricket and Tennis (summer sports). Collectively these sports cater for over 13,000 individual participants weekly during their competition season.

Synthetic Sports Surfaces Feasibility Study 2013

The objective of this Study is to provide strategic direction for the future provision and management of synthetic sports surfaces in the municipality. Synthetic surfaces address issues of surface quality due to drought, heavy rainfall and overuse. This strategy does not recommend the installation of synthetic playing surfaces at H.D. Graham Reserve.



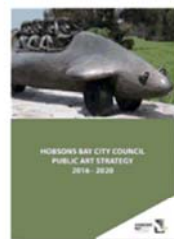
Capital Development of Sport and Recreation Facilities Policy 2017

This Policy has been developed to guide Council's investment in sport and recreation facilities including pavilions, sports-grounds, tennis and netball courts, floodlights, cricket nets and other infrastructure. The policy also outlines the standard facilities, sizes and components required for core infrastructure such as sports pavilions, play amenities, change rooms, storage, spectator areas/ shelters, public toilets, first aid, lights, cricket wickets, goal posts, fencing, court and field sizes and car parking. These guidelines will be taken into consideration for the H.D. Graham Master Plan.



Play Space Strategy 2013-2023

This Play Space Strategy guides the provision and management of play spaces in the municipality over the 10 year period. The strategy outlines a vision for providing a diverse range of accessible, attractive, challenging and well maintained play spaces for all ages and abilities within a sustainable natural setting. This strategy recommends upgrading the skate park and BMX track at H.D. Graham Reserve as a high priority.



Public Art Strategy 2016-2020

The purpose of the Public Art Strategy is to provide strategic direction and potential opportunities for both permanent and temporary public art. This strategy does not recommend the installation of a public artwork at H.D. Graham Reserve.



Community Engagement Framework 2015

This framework plan outlines Council's commitment to the community and outlines the community engagement principles, including respect, honest and transparency, participation and inclusion, and a responsive approach, that drive Council's engagement practices. The policy outlines guidelines for Council staff and officers and consultants acting on behalf of Council, on engagement planning and how they should engage with the community in different situations and provides specific information on how to undertake different types of community engagement. The guidelines outlined in the policy will be considered during the consultation phase of this project.



2.2 Demographics

Population and Population Change

The total number of people usually resident in Hobsons Bay on Census Night 2016 was 88,778. Which represents an increase of 5.86% from the 2011 Census population of 83,863 people. The population forecast for 2018 is 95,395 people, and is forecast to grow to 112,642 by 2036 (an increase of just under 20,000 people). This modest level of residential growth over the coming two decades is shown in Figure 2.1 below.

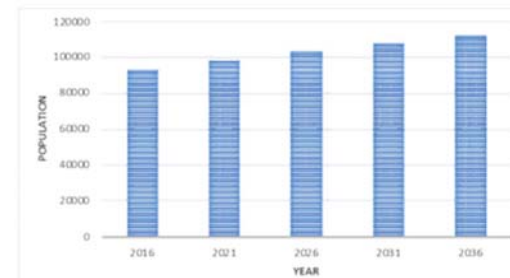


Figure 2.1 Hobsons Bay City Council Population Forecast (source: <https://forecast.id.com.au/>)

The population of the municipality is expected to continue to grow at similar rates (i.e. 0.9%-1% per annum) through to 2036, reaching a forecast population of around 112,642 people. This represents an increase of around 19,250 people across the entire municipality over the next 18 years. Due to this population growth it is important to ensure recreation facilities across Hobsons Bay are capable of addressing existing community use demands

H.D. Graham Reserve is located in the Altona Meadows precinct where the population (over 20,000 in 2016) accounts for over 20% of the municipality's population. Altona Meadows is expected to experience very limited population change (i.e. increase by 161 people by 2036). However, there will be more significant population growth in neighbouring precincts, including Altona North (+8,010 people), Altona-Seaholme (+1,754) and Williamstown (+1,846). Spotswood-South Kingsville (+4,051) and Laverton (+2,483) are also expected to experience modest population growth.

More broadly across the region, including north-eastern areas of Wyndham City, are experiencing substantial population change which will contribute to increasing demand for access to open space and sporting venues throughout the west.

Population by Age

The average age of Hobsons Bay residents was 38 years in 2016. This is slightly older compared to the Greater Melbourne average of 36 years. The largest increase in persons between 2016 and 2026 is forecast to be in ages 10 to 14, which is expected to increase by 916 and account for 5.5% of the total persons. The largest 5 year age group in 2026 is expected to be 30 to 34 years, with a total of 7,979 persons.

The age structure within Hobsons Bay City is generally consistent with the rest of Victoria, as shown in Figure 2.3. The dominant age group in the municipality is aged 0-14, however has a lower than average percentage of 15-24 year olds and a higher than average percentage of 34-54 year olds.

Between 2012 and 2016, Hobsons Bay City has seen a steady increase in children aged between 0-14, which is expected to continue at a rate of 5.5% to the year 2026. The municipality has also seen a rise in the population of retirement age (55-47 years), as shown in figure 2.2. Conversely, a decrease can be seen in the population aged 15-24 and 35-54.

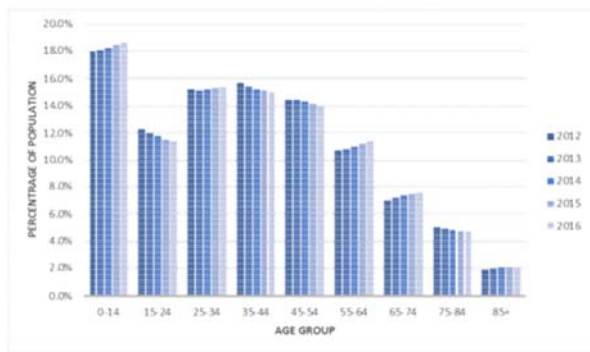


Figure 2.2: Hobsons Bay City Council Population by Age (source: Australian Bureau of Statistics)

This change in the population will influence sport, recreation and physical activity participation trends, preferences and demands. The high proportion of people aged under 34 years, and forecast growth in residents aged 10-14 years, will contribute to ongoing demand for formal sport facilities as these age groups have high rates of participation in organised sports. As such, the Master Plan should consider improvement initiatives that cater for use by all age groups and open space activation (e.g. paths, shelters, formal and informal physical activity participation opportunities). The Master Plan should also incorporate Universal Design principles to ensure accessibility for all age groups.

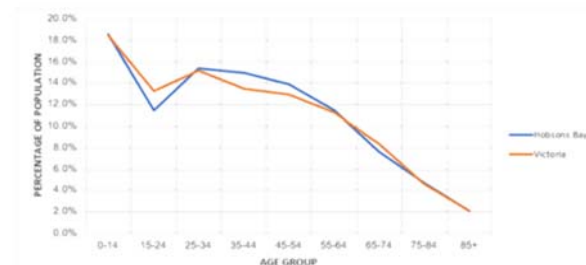


Figure 2.3: Hobsons Bay City Council and Victoria Population by Age (source: Australian Bureau of Statistics)

Population by Ethnicity

The three largest ancestries in Hobsons Bay in 2016 were English, Australian and Irish. In 2016, 30.4% of people in Hobsons Bay were born overseas, compared with 33.8% for Greater Melbourne. The largest non-English speaking country of birth in Hobsons Bay was India, where 2.9% of the population, or 2,566 people were born. The largest changes in birthplace countries of the population in Hobsons Bay between 2011 and 2016 were for those born in:

- New Zealand (+333 persons)
- India (+233 persons)
- China (+204 persons)
- Pakistan (+170 persons)

Ongoing demand for 'traditional' sports and activities can be expected to continue associated with the ethnic profile of the community, including indoor court sports, cricket and soccer. The growing percentage of residents from New Zealand, India and Pakistan will contribute to increasing demand for both cricket and soccer as these activities attract high participation within these communities.

In response to these changes in ethnicity, the Master Plan should provide multi-use playing fields that are capable of being used by a number of sports or activities, including cricket, soccer and rugby. The Master Plan should also incorporate a number of community gathering spaces to support social connections, interaction and community use (e.g. spectator viewing areas, shelters, walking and cycling paths, and park furniture).



2.3 Recreation Demands and Trends

Open Space and Recreation

The H.D. Graham Master Plan aims to respond to Council's Open Space Vision and planning principles by providing a framework to improve the amenity, appeal, safety and opportunities to use the reserve consistent with its classification as a district level active open space. In order to achieve this, the Master Plan aims to:

- Respond to the environmental values of the site, including adjacent wetlands, whilst increasing the diversity of physical activity participation opportunities for the community, including formal sports.
- Improve accessibility, connections, vehicle circulation, pedestrian network and overall functionality of the site.
- Develop existing and proposed sporting facilities to improve the capacity of the reserve to cater for increases in open space demand from across the municipality. For example, multi-use playing fields that can be used as an overflow training and competition venue by clubs throughout the City (i.e. not assigned/ allocated to any one club or group).

Walking and Cycling

According to *The VicHealth Indicators Survey 2015* the top non-organised physical activities that Victorians participate in are: walking (51.2%), jogging/running (14%), and cycling (11.8%). Riding a bike or walking are easy, environmentally-friendly and low-cost forms of transport and exercise and provide numerous physical and mental health benefits, opportunities for social interaction and economic and tourism benefits.

Walking and cycling infrastructure is also paramount in meeting the growing transport needs within the state, particularly around neighbourhoods. The state government strategy *Plan Melbourne 2017-2050* identifies a goal of creating '20 minute neighbourhoods' (where most everyday needs are within a 20 minute walk, ride or public transport trip from a person's home) as a way to improve the quality of life for residents of the city. Walking and cycling infrastructure can play an important role in realising this goal.

H.D. Graham Reserve is located on the Laverton Creek Trail, a regional trail that runs from Laverton south to the coastline and connects Altona Meadows to the wider regional trail network within Western Metropolitan Melbourne. Additional trails within H.D. Graham Reserve connected to the Laverton Creek Trail will provide further opportunities for residents and visitors to walk or cycle for transport and/or recreation and engage in the numerous benefits on offer within and around the reserve.

Play

Play is important for improving a child's physical health and mental well being as it encourages, creativity, physical challenges, problem solving, decision making and social interaction. The H.D. Graham Reserve currently caters for unstructured play through the provision of trails, open lawn areas and natural elements such as logs, rocks and gardens as well as structured activity in sport courts, BMX track and skate park.

Playgrounds can also play a significant role in childhood development. Current research by the University of Western Australia suggests that playgrounds that allow interaction with nature and natural elements can help children to strengthen their immune system, stimulate their imagination. Decrease incidences of behavioural disorders, build confidence, and improve overall health and wellbeing.

Council plays a essential role in planning, providing, maintaining and promoting opportunities for play and as such the Master Plan should consider options for providing structured and unstructured play opportunities.

Active Recreation Demands

Hobsons Bay City Council's Sports Facilities Need Analysis (2018) outlines the demands for active recreation within H.D. Graham Reserve. Given this, the Master Plan will consider the following requirements and opportunities:

- Provision for 2 soccer pitches (with lighting) shared with a synthetic cricket pitch oval.
- Consider opportunities for a third soccer pitch (with lighting).
- Identify appropriate change rooms and public amenities to service the playing fields. Consider opportunities for staged development if required.
- Plan for appropriate car parking, circulation, pedestrian movement and functionality.
- Incorporate existing and proposed facilities (i.e. indoor / outdoor court provision; skate/BMX) into an integrated master plan for the site.
- Upgrade the BMX track surface, particularly jumps and berms.
- Demand for a BMX club facility has not been identified. It is acknowledged that Wyndham City are in the process of developing a Master Plan for Lawrie Emmins Reserve (approx. 3km away) which is likely to include regional standard cycling facilities, including national standard competition BMX track. It is likely that a new or expanded club will be established at Lawrie Emmins Reserve.

Active Recreation Trends

Soccer

As stated in the Football Federation Victoria State Facilities Plan (2017), all municipalities are currently experiencing growth in football participation. This plan also outlines the following recommendations/ directions specific to Hobsons Bay:

- Aim to have a minimum of 2 artificial pitches in Hobsons Bay by 2026.
- Upgrade ground drainage at existing Hobsons Bay venues.
- Potential demand for 10 additional pitches required by 2026.

In terms of what this means for the H.D. Graham Master Plan, the following facilities will be considered:

- Two soccer pitches, shared with a single cricket oval.
- Potential for a future third multi-use pitch, which could potentially be synthetic if required (i.e. synthetic pitch subject to future feasibility investigation).

Cricket

According to the Victorian Cricket Infrastructure Strategy (2018-2028), the Western Metro Region (including Hobsons Bay) is cricket's fastest growing participation Region across Victoria. 645 additional players (approximately 60 more teams) registered between the 2014/15 and 2015/16 seasons, 200 more than any other Region across the State during the same period. Growth in membership was experienced across all traditional player categories (introductory, junior and senior) as well as 74 additional female players, taking total female participation figures to just over 200. Wyndham (2,294), Brimbank (1,612), and Hobsons Bay (1,026) were the

largest participating areas across the Region following the 2016/17 season, with the Western Region Junior (1,852), Victorian Turf (1,621) and Western Suburbs Churches and Community Cricket (1,426) Associations the largest competitions. The rise of mid-season cricket or 'winter cricket' is also expanding and more pronounced across western Metropolitan Melbourne, due mainly to the high proportion of sub-continent residents.

Designing new playing fields in partnership with winter sporting codes (e.g. AFL, Soccer, Rugby) that enable synthetic pitches to remain uncovered during the winter is a key priority for cricket in the west. As such, the inclusion of a single cricket oval with synthetic pitch that can remain uncovered year-round for training and competition use will be considered in the Master Plan. As, H.D. Graham Reserve is considered an 'overflow' venue, cricket practice nets or full scale sports pavilion are not proposed.

BMX and Skate

The BMX Victoria Strategic Plan 2016-2019 is designed to guide the governance, management and promotion of BMX in Victoria. The plan contains fifteen strategic priorities that fit under four pillars of leading, participating, performing, partnering. In terms of facility provision, the plan encourages BMX Victoria to liaise with all levels of government to actively seek facility development opportunities to support increasing participation opportunities, including formal clubs. No specific recommendations are identified for Hobsons Bay.

The Victorian Skateboard Association is recognised by the Victorian State Government as the Peak Body for Skateboarding in Victoria. Their aim is to foster, encourage and promote the sport of skateboarding throughout Victoria. The Association does not have a facility plan or strategy to guide LGA provision. However the State Government has previously developed a Skate Facility Planning Guide (2001) which provides direction on the planning, management and design of skate park facilities.

The existing skate and BMX facilities are well use and therefore, the Master Plan will aim to improve existing BMX and Skate facilities to support ongoing community use (i.e. consistent with District standard facilities within the Hobsons Bay open space planning hierarchy).

3. Existing Conditions

3.1 Land Use Planning Zones

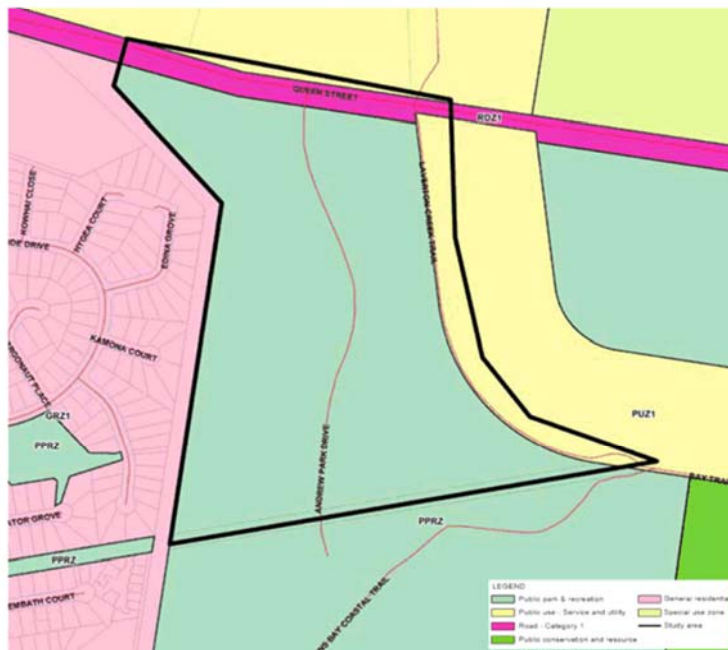


Figure 3.1 Planning Scheme Zones (source: www.land.vic.gov.au)

The planning controls applicable to the study area are shown in Figures 3.1 and 3.2 above and include the following overlays:

- Design and development overlay, Schedule 4, which outlines height, scale, bulk and setback limitations in order to protect and enhance the environment of Hobsons Bay foreshore and the character of the area.
- Heritage Overlay which facilitates conservation and enhancement of heritage places of natural or cultural significance and to protect heritage places from being adversely impacted by development.

3.2 Planning Overlays

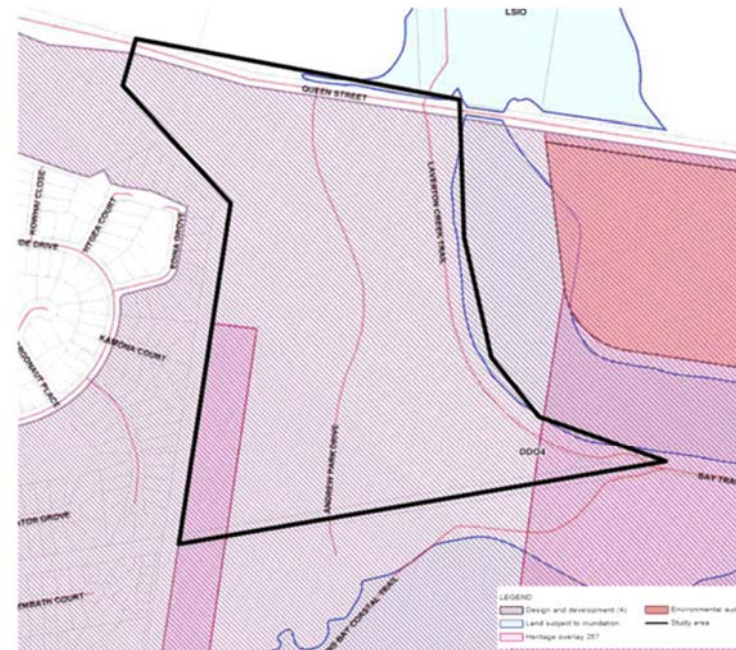


Figure 3.2 Planning Scheme Overlays (source: www.land.vic.gov.au)

- Land subject to inundation, which identifies land in a flood storage or flood fringe area affected by the 1:100 year flood. This overlay ensures the protection of water quality and the health of water bodies and ensures that any development maintains the free passage and temporary storage of floodwaters to minimise flood related damage and hazards.

3.3 Land Management Zones



Figure 3.3 Land Management Zones
(Adapted from Practical Ecology Report, 2017, Flora and Fauna Assessment, No Net Loss Analysis, Land Management Plan)

Figure 3.3 above outlines the four management zones for the existing conditions of the site. The different management areas and their purpose are:

- **Construction and intensive recreation:** this area highlights the area of construction for the proposed expansion of Altona Sports Centre and associated car park and court relocation. Active recreation is also a key program, encompassing skate and BMX facilities, hard courts and associated infrastructure.
- **General parkland:** this zone includes the large expanse of open mown grass areas within the site. Management of this zone currently involves maintaining the lawn, and controlling weeds and stockpiles.
- **Bushland management and enhancement:** this area is maintained for its habitat values and amenity and includes an increasing coverage of indigenous plants and habitat.
- **Conservation and habitat:** this area is managed to retain and protect the remnant vegetation, old trees used for habitat and heritage values. Extension of the indigenous vegetation is being increased to enhance habitat values, opportunity for education and engagement and the amenity of the reserve.

3.4 Land Managers



Figure 3.4 Land Managers

H D Graham Reserve is surrounded by a number of different land holdings, as shown in Figure 3.4 above, which should be considered in the Master Plan:

- Truganina Park, a Council managed former landfill site which now provides open space for visitors and residents, passive recreation opportunities and significant habitat for local fauna.
- Cheetham Wetlands consists of salt marshes and natural and constructed lagoons, the ecological processes of which are significant in sustaining values under the Ramsar convention. The wetlands also support over 200 species of birds.
- The Altona Treatment Plant, a small sewage plant servicing over 20,000 properties owned by City West Water. The plant captures, treats and uses the recycled water in manufacturing process and irrigation rather, preventing treated effluent from entering Port Phillip Bay.
- Truganina Explosives Reserve, former facility established to store and handle commercial explosive is managed by Council. Council are currently working on decontaminating the soil so that the site can become public open space and enjoyed by visitors.
- Truganina Swamp is fed mainly by water from the Laverton Creek. It consists of grasses, sedges and salt marshes provides important habitat birds, fish and butterflies.

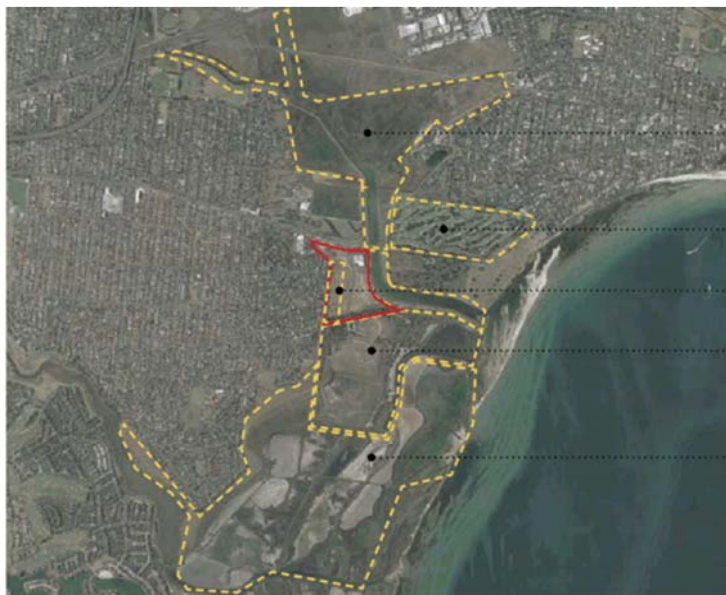
3.4 Character Zones



Figure 3.4 Character Zones



3.5 Areas of Environmental Value



- Truganina Swamp is a 175 hectare wetland fed mainly by water from the Laverton Creek which runs through the swamp. The grasses, sedges and salt marshes that make up the swamp provide habitat for migratory wading birds, a number of fish and eels as well as two endangered species, the Altona Skipper Butterfly and the Orange Bellied Parrot.
- The Koorngal Golf Course is located on an extensive series of sand ridges. The present layout of the golf course fairways preserves the original alignment of the ridges. These ridges play an important role in analysing changes in sea level over the past thousands of years.
- The existing sugar gums located along the western boundary of H.D. Graham Reserve play an important role in providing habitat for the local fauna.
- A former landfill site, Truganina Park is now an important environmental asset and valuable open space with provision for passive and unstructured recreation. The constructed wetland (formally a concrete drain) not only treats stormwater prior to water entering Port Phillip Bay but also provide important habitat for aquatic birds and the endangered Altona Skipper Butterfly.
- The Cheetham Wetlands are an internationally renowned wetland. The 420 hectares of natural and constructed lagoons that make up the wetland provide important habitat and feeding areas for migratory birds. The Cheetham Wetlands are protected under the Ramsar convention and provide numerous environmental functions including groundwater recharge and discharge, water purification, water storage, nutrient recycling, shoreline stability and retention of sediment.

Figure 3.5 Areas of Environmental Value

Figure 3.5 above highlights how H.D. Graham Reserve is situated amongst environments with significant environmental value including the Truganina Swamp, Laverton Creek, Truganina Park, The Cheetham Wetlands and the Koorngal Golf Course. The Truganina Explosives Reserve (located across the creek in H.D. Graham Reserve) is currently being rehabilitated to allow future use as public open space, increasing the network of open space and potential habitat and feeding opportunities. Therefore, it is paramount that any works at H.D. Graham Reserve take into consideration the wider environmental context in which it is sited.

3.6 Issues and Opportunities



Pedestrians:

- 1 Increasing vehicular movements through the site due to recreation facility development creates the need for new and improved pedestrian priority crossing points at various locations across the site. Explore best practice traffic calming measures on Andrew Park Drive to make the precinct safe and inviting for all visitors.
- 2 Existing path network is discontinuous and at times not accessible to all users. Opportunity to provide Universally accessible path network across the site.
- 3 Opportunity to provide a stronger connection between Queen Street and Altona Sports Centre in the north and the 100 Steps of Federation in the south.

Biodiversity and vegetation

- 4 Areas of environmental significance exist across the site, particularly along the southern boundary where important habitat and biodiversity values should be enhanced and protected within the Nolla Estate Main Drain and Truganana Park. Opportunity to further protect these areas by restricting public access and increasing vegetation to provide a buffer zone.
- 5 Opportunity to improve interaction between the public and the site's natural features through the creation of viewing nodes and interpretive signage.
- 6 Areas of revegetation exist to the southern part of the site. Opportunity to extend these areas.
- 7 Altona Meadows has been identified as having a high urban heat vulnerability, this has the potential to worsen with climate change. Opportunity to increase the tree coverage across the site, particularly high use and hardscape areas to create a cooler environment.

Recreation:

- 8 Large areas of mown grass present the opportunity for playing fields for a variety of sports and recreational uses. Location of reserve provides the opportunity to use recycled water from neighbouring water treatment facility to irrigate playing fields.
- 9 Opportunity to improve the existing facilities by expanding the skate park and providing shade and viewing areas.
- 10 The surface of the BMX jumps facility is currently limiting its use. Opportunity to upgrade the surface to improve usage.
- 11 There is currently no substantial play space or facility targeted towards younger visitors on site. Opportunity to provide a new play space within the reserve.

Water:

- 12 Opportunity to incorporate Integrated Water Cycle Management and Water Sensitive Urban Design initiatives such as swales and/or rain gardens to capture and treat stormwater run off and irrigation overflow to avoid negative impacts upon existing vegetation and water bodies surrounding the site.

4. Draft Master Plan



ACTION ITEMS

- Pedestrians:**
- 1 Provide pedestrian priority crossing points in safe and convenient locations to increase pedestrian amenity through the reserve. Create a shared zone along Andrew Park Drive between the car park and the sports centre.
 - 2 Provide a continuous network of formal and universally accessible paths with wayfinding signage across the site.
 - 3 Construct a 'nature trail' with wayfinding and interpretive signs to connect Queen Street, the Altona Sports Centre, and the proposed wetland education node.
- Biodiversity**
- 4 Increase areas of vegetation to provide a buffer to areas of environmental significance and to assist with restricting public access.
 - 5 Provide a viewing area to the existing wetland with interpretative signage. Ensure that environmental values of the wetland and surrounds are protected and enhanced.
 - 6 Construct a viewing and interpretive node with shelter and seating. Opportunity to further develop into a Wetland Education Centre in the future subject to feasibility investigations. Ensure existing environmental values of the adjacent wetland and creek are protected and enhanced.
 - 7 Construct an ephemeral wetland to provide suitable growing conditions for the Chaffy Saw-sedge to create habitat for the Altona Skipper Butterfly.
 - 8 Investigate opportunity to construct a wetland to treat stormwater to best practice before being stored in an underground tank for use in irrigation.
 - 9 Create an open woodland with indigenous trees and low story revegetation.
- Recreation:**
- 10 Construct 2x soccer pitches and a cricket oval with a synthetic wicket. Sports lighting to be provided to allow for training at night time.
 - 11 Provide a multi-use, flexible irrigated playing field for training purposes. Explore the opportunity of providing a synthetic surface in the future.
 - 12 Construct a pavilion to service the cricket oval and soccer pitches.
 - 13 Create an informal recreation area/potential events venue to the lawn area to eastern side of the reserve. Provide shelters and picnic tables.
 - 14 Extend the existing skate park to cater for current and future demand of the facility. Provide a shelter with seating at a location convenient for skate park users.
 - 15 Upgrade the surface of the existing BMX track (jump peaks and berms) to concrete to improve usage of the existing facility.
 - 16 Construct a new play space to expand the play and recreational opportunities for younger visitors in conjunction with Council's Play Space Strategy.
- Water and WSUD:**
- 17 Adopt best practice WSUD technologies and design measures across the site including the construction of a vegetated swale to the south of the playing fields to capture and treat stormwater run off and irrigation overflow.
- Altona Sports Centre and New Development:**
- 18 Construct overflow car park and new car parks utilising reinforced turf and permeable pavement technologies. Adopt light colour pavements for hard surfaces.
 - 19 Remove car parking bays within the existing car park to provide garden beds and trees.
 - 20 Provide shade trees to the west facing outdoor seating area associated with the Altona Sports Centre cafe.

4.1 Ecological Sustainable Development Initiatives

The following initiatives will be implemented at the site and be applied to all Master Plan action items where relevant

Remove parking bays within the existing car park to allow for garden beds to be installed. Proposed trees will provide shade and reduce the impact of urban heat island effect, whilst the garden beds will increase the permeability of the surface. Run off from the existing car park to passively irrigate proposed garden beds. Investigate opportunities to construct WSUD elements within the car park.

Install trees and shelter to BMX facility, skate park and playground to provide shade for visitors, increase canopy cover and reduce impacts of the urban heat island effect. Additional canopy tree planting is also proposed across the whole reserve, at a minimum doubling the number of canopy trees on site.

Ensure timber softfall mulch required for playground surface is made of recycled timber. Explore opportunities of using recycled rubber softfall where required (such as Playmatta).

Proposed toilets/change rooms/pavilion have a northern aspect to allow passive heating/cooling. The design of the pavilion should incorporate other ESD initiatives in accordance with Council's strategies, potentially including water harvesting, solar electricity generation, green facades, etc.

Investigate opportunities to harvest rain water from the sports fields.

Sports field lighting to use LED lights (which are energy efficient, financially sustainable and long lasting). Ensure lights fixtures are targeted to sports fields to reduce spill light and negative impacts on fauna that may inhabit the area and nearby residents.

Provide indigenous trees as succession planting for existing Sugar Gums along western boundary. Trees should cater for habitat requirements of local fauna.

Increase areas of vegetation to provide a buffer to protect areas of environmental significance by assisting to restrict public access. Vegetation should be indigenous to increase biodiversity and habitat values across the site.

Create an open woodland with indigenous trees and low story revegetation to increase biodiversity, provide habitat and increase the buffer between the active recreation area and sensitive environmental areas.



Plant trees to the west of the outdoor seating area associated with the Altona Sports Centre cafe to provide natural shade for users of the cafe and passive cooling to the Sports Centre.

The design for the Altona Sports Centre expansion (preceding the Master Plan process) includes a series of ESD initiatives, including storm-water harvesting and reuse, solar panels, passive heating and cooling, a green roof and green facades.

Construct an overflow car park with permeable paving as part of the Altona Sports Centre expansion project. Explore the opportunity to use recycled plastic reinforced grass or similar. Provide trees for shade and canopy cover through and around car park. Incorporate swales/rangardens into the car park design.

Create a connected, universally accessible path network through and around the site to encourage sustainable transport methods and passive recreation. Explore opportunities in regards surface materials including recycled content and porosity. Sustainable and light coloured materials will be used.

Investigate opportunity of using recycled water from City West Water treatment facility to irrigate sport fields.

Investigate opportunity to construct a wetland to treat stormwater to best practice before being stored in an underground tank for use in irrigation.

Increase biodiversity on the site by constructing an ephemeral wetland with plantings of the Chaffly Saw-sedge (*Gahnia filum*) to create habitat for the endemic Altona Skipper Butterfly.

Create a series of boardwalks and viewing areas to encourage interaction between visitors and the surrounding environment. A recycled plastic product (or equally sustainable alternative material/product) will be used for proposed boardwalks.

Potential opportunity to provide a Wetlands Education Centre, incorporating ESD initiatives in accordance with Council's strategies, that assists in educating visitors about the site's environmental values.

Construct a vegetated swale to the south of the playing fields. This WSUD element should capture and treat runoff during a large storm event and irrigation overflow to avoid negative impacts upon existing vegetation and water bodies surrounding the site. Investigate opportunities for additional targeted measures as a part of an integrated water management plan for the site.

4.2 Proposed site elements

Pedestrians



Shared Zone and Pedestrian Priority: Provide pedestrian priority crossing points within the path network in safe and convenient locations to increase pedestrian amenity through the reserve.

Create an at grade 20kph Shared Zone, employing psychological traffic calming and Naked Street design techniques, on Andrew Park Drive in the sports precinct to give priority to pedestrians and vulnerable road users. Investigate design options based on international best practice precedents



Path Network: Create a continuous network of formal and universally accessible paths with wayfinding signage across the site. Explore opportunities regarding surface material. Consider universally accessible recycled and/or porous or semi-porous paving options.



Nature Trail: Construct a 'nature trail' consisting of a distinctive path, wayfinding and interpretive signs between Queen Street, the Altona Sports Centre, and the proposed wetland viewing and interpretive node to encourage interaction between visitors and the surrounding environment. Include a wetland boardwalk that takes in the proposed ephemeral wetland, the salt water estuarine environment of the Laverton Creek and the existing constructed wetland. Consider the use of a recycled plastic product for proposed boardwalks.

Biodiversity



Vegetation Buffer: Increase areas of vegetation to provide a buffer to areas of environmental significance and to assist with restricting public access, increase habitat and improve biodiversity on the site.



Wetland Lookout: Construct a small viewing area to the existing wetland with seating and interpretative signage to encourage understanding of the site's natural features and to improve visitors interaction with the wetland.

Biodiversity



Wetland Viewing and Interpretation Node: Construct a wetland education node to provide a sheltered seating area for visitors and groups to gather and to view and interact with the Laverton Creek, the proposed ephemeral wetland and the existing wetland. Opportunity to further develop this into a Wetland Education Centre in the future subject to feasibility investigations. The potential location for the centre is located within adjacent to areas of environmental value so any construction that may take place should ensure that the surrounding environments are protected and enhanced.



Gahnia filum Habitat: Construct an ephemeral wetland to provide suitable growing conditions for the Chaffy Saw-sedge (*Gahnia filum*) to create habitat for the endemic Altona Skipper Butterfly. Extend areas of existing revegetation around the proposed ephemeral wetland as required.



Constructed Wetland: Consider opportunity to construct a wetland to treat stormwater to best practice before being stored in an underground tank for use in irrigation. Preliminary investigations have been undertaken regarding this option in the WSUD and IWCM Scoping and Prioritisation for Maribyrnong and Kororoit Catchment report.



Open Woodland: Create an open woodland with indigenous trees and low story revegetation to increase biodiversity, provide habitat and increase the buffer between the active recreation area and sensitive environmental areas.

Recreation



Sports Fields: Construct 2x soccer pitches (to recommended Football Federation Victoria dimensions - 100 x 64m, with 9m end margin and 6m side margin) co-located with a cricket oval (to open age, community club minimum dimensions - 100m dia. with 10m buffer) with a synthetic wicket. Sports lighting to be provided to allow for training at night time. Investigate opportunities to harvest rain water from the sports fields.



Training Field: Provide a multi-use, flexible, irrigated playing field for training purposes. Explore the opportunity of formalising this field for a specific sport and/or providing a synthetic surface in the future. Investigate opportunity to provide a synthetic surface that demonstrates ecological and environmental benefits to offset any impacts.



Sports Pavilion: Construct a sports pavilion to the northern side of the cricket oval/ soccer pitches. Pavilion should include a minimum of four players change rooms and two umpires change rooms with amenities to cater for both male and female players as well as a kitchenette, a small social space, public toilets and storage. Pavilion to be built on northern side of cricket to provide optimal viewing points for spectators. Apply Council's ESD design brief in-line with endorsed strategic initiatives.



Informal Recreation/ Event Lawn: Create an informal recreation area and events venue to the area of mown grass to eastern side of the reserve. Provide picnic shelters and tables to cater for visitors and events.



Skate Park: Extend the existing skate park to cater for current and future demand of the facility. Provide a shelter with seating at a location convenient, such as the highest area for skate park users to watch over the skate park activity. Plant trees around the skate park to improve the provision of shade.



BMX Track: The current surface is considered dangerous to users who fall and is limiting the use of the facility. The surface of the existing BMX track (jump peaks and berms) should be upgraded to a sustainable alternative to concrete to improve usage and reduce maintenance of the existing facility.



Playground: Construct a new play space to expand the play and recreational opportunities for younger visitors within the youth precinct that currently exists where the BMX and skate facilities are located. The play space should be located so it's visible from the main road to advertise its presence to potential users and provide passive surveillance to discourage anti-social behaviour, close to car parking and pedestrian paths and be easily accessible from the Altona Sports Centre.

Water and WSUD



Vegetated Swale: Construct a vegetated swale to the south of the playing fields, on the edge of proposed garden bed area, to capture and treat stormwater run off and irrigation overflow to avoid negative impacts upon existing vegetation and water bodies surrounding the site.

Irrigation: Investigate the opportunity of irrigating the proposed sports fields and the training field with recycled water from the nearby City West Water treatment facility.

Altona Sports Centre and New Development



Permeable Paved Car Park: Construct overflow car park and new car parks utilising reinforced turf and permeable pavement technologies. Adopt light colour pavements for hard surfaces.



Retrofit Existing Car Park: Remove parking bays within the existing car park to allow for garden beds to be installed within car park. Install trees to provide shade and garden beds to increase the permeability of the surface. Investigate opportunities to construct WSUD elements within the car park.



Shade Trees: Plant trees to the west of the outdoor seating area associated with the Altona Sports Centre cafe to provide natural shade for users of the cafe and passive cooling to the Sports Centre.

