



Ordinary Council Meeting Agenda

Tuesday 19 February 2019
Commencing at 7:00pm

Council Chamber
Hobsons Bay Civic Centre
115 Civic Parade, Altona

**HOBSONS
BAY CITY
COUNCIL**



THE COUNCIL'S MISSION

Working with our community to plan, deliver and advocate for the services and infrastructure that will achieve a healthy, connected and sustainable future in Hobsons Bay.

OUR VALUES

Respectful

Community driven and focused

Trusted and reliable

Efficient and responsible

Bold and innovative

Accountable and transparent

Recognised

Council acknowledges the peoples of the Kulin nation as the Traditional Owners of these municipal lands and waterways, and pay our respects to Elders past and present.

Chairperson:

Cr Jonathon Marsden (Mayor) Strand Ward

Councillors:

Cr Angela Altair	Strand Ward
Cr Peter Hemphill	Strand Ward
Cr Tony Briffa	Cherry Lake Ward
Cr Sandra Wilson	Cherry Lake Ward
Cr Colleen Gates	Wetlands Ward
Cr Michael Grech (Deputy Mayor)	Wetlands Ward

Aaron van Egmond
Chief Executive Officer
Hobsons Bay City Council

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AGENDA

1 Council Welcome and Acknowledgement

The Chairperson will welcome members of the gallery and acknowledge the people of the Kulin Nation as the traditional owners of this land.

2 Apologies

The chairperson will call for apologies received from Councillors who are unable to attend this meeting.

3 Disclosure of Interests

In accordance with sections 77A, 77B, 78 and 79 of the *Local Government Act 1989* Councillors are required to disclose a "conflict of interest" in a decision if they would receive, or could be reasonably perceived as receiving a direct or indirect financial or non-financial benefit or detriment (other than as a voter, resident or ratepayer) from the decision.

In accordance with section 79B of the *Local Government Act 1989* Councillors who consider that they have a personal interest that is in conflict with their public duty in relation to a matter may, if they do not have a conflict of interest as described above, apply to Council to be exempted from voting on the matter.

Disclosure must occur immediately before the matter is considered or discussed.

4 Minutes Confirmation

4.1 Ordinary Council Meeting

Confirmation of the minutes of the Ordinary Council Meeting of the Hobsons Bay City Council held on 11 December 2018 (copy previously circulated).

5 Councillors' Questions

6 Public Question Time

Public question time provides an opportunity for the public to ask questions related to items on the agenda of the Council meeting or any other matter within Council's responsibility. Questions must be put in writing and received by 12 noon on the day of the Council meeting.

7 Petitions/Joint Letters

Nil .

8 Business

8.1 Office of the Chief Executive

8.1.1 Chief Executive Officer - Report on Operations

Directorate: Corporate Services

Councillor Portfolio: Not applicable

Appendices:

- 1 Chief Executive Officer - Report on Operations - December 2018 to January 2019
- 2 AOC - OCM 11 December 2018
- 3 AOC - CBS 29 January 2019
- 4 AOC - CBS 5 February 2019
- 5 AOC - CBS 12 February 2019

Purpose

To provide Council with a regular update from the Chief Executive Officer (CEO) on the recent initiatives, projects and performance undertaken.

Recommendation

That Council:

1. **Receive and note the Chief Executive Officer's Report on Operations, including details of recent issues and initiatives undertaken by the organisation**
2. **In accordance with section 80A(2) of the *Local Government Act 1989* incorporate into the minutes of this meeting the written Record of Assembly of Councillors held on 11 December 2018, 29 January 2019, 5 and 12 February 2019.**

Summary

The attached CEO's Report on Operations provides councillors and community a regular update from the Chief Executive Officer on key initiatives, projects and performance.

Discussion

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.

Strategic Alignment

Council provides a wide range of services to the community of Hobsons Bay as well as developing and delivering actions to ensure community assets are maintained and service the needs of the community. Each month this report will highlight these activities, initiatives and projects and provide a high-level performance summary.

This report specifically addresses the following priorities of the Hobsons Bay 2030 Community Vision:

Priority 6: An accessible and connected community.

This report specifically addresses the following goals and objectives of the Council Plan 2017-21:

Goal 4: A Council of excellence

- 4.3 Provide excellent customer service whilst ensuring all our communications are clear and easy to understand

Officer Declaration of Conflict of Interest

Section 80C of the *Local Government Act* 1989 requires members of Council staff and persons engaged under contract to provide advice to Council, to disclose any direct or indirect interest in a matter to which the advice relates.

Council officers involved in the preparation of this report have no conflict of interest in this matter.

8.2 Corporate Services

8.2.1 Mid Year Budget Review 2018-19

Directorate: Corporate Services

Appendices:

- 1 Mid Year Budget Review
- 2 Capital Works Program

Purpose

To present Council with the financial results for the period ended 31 December 2018, and the revised 2018-19 annual forecast projections following completion of the mid-year budget review.

Recommendation

That Council notes the financial report for the period ended 31 December 2018 and endorses the revised 2018-19 annual forecasts.

Summary

The financial report for the period ended 31 December 2018 and a detailed report on the position of the Capital Works Program are attached as appendices.

An extensive financial mid-year budget review has been conducted. The report will be received and noted by Council's Audit Committee at the meeting to be held on 20 February 2019.

The operational budget surplus for 2018-19 of \$17.011 million has increased to a \$23.329 million forecast.

The increased forecast surplus of \$6.318 million is largely a result of additional income (\$5.665 million) expected to be received throughout the year. The most significant relates to the receipt of additional capital grants (\$3.285 million). Operational expenditure is forecast to be under budget by \$653,000, including projected savings in employee costs (\$783,000) and depreciation - non-cash (\$478,000).

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 an unbudgeted land purchase, waste projects (funded from the waste reserve) and building condition audits transferred from the operational budget.

Despite the increased operational forecast surplus, a balanced financial (rate determination) result continues to be calculated. It is pleasing that this balanced result has been achieved despite \$1.161 million less funding required (compared to the original budget) from the infrastructure reserve for capital works.

Quarterly financial reporting provides accountability and transparency in relation to Council's operations and capital works. Council budgets are subject to internal scrutiny, driven by regular reports to the Corporate Management Team and meetings with managers.

Background

The overall financial results show improvements when compared to budget. Council's Long Term Financial Plan (LTFP) has been updated and highlights that Council remains in a reasonable financial position and is financially sustainable in the short term.

Whilst the forecasts in 2018-19 predict a strong operational surplus, it should be noted that surpluses are expected to fluctuate in future years of the LTFP, with a declining trend. Despite that, the LTFP predictions are slightly better than when the original budget was adopted by Council.

When compared to previous financial plans, current and projected income has been dramatically reduced as a result of rate capping. There is also limited movement predicted in relation to income funding streams such as contributions, operating grants, user charges and fees. Council needs to address these issues, which in turn impacts Council's ability to maintain critical community assets.

Council will continue to monitor the impact of the financial results in relation to Council's overall financial viability. Current long term financial planning includes future forecasts of rating levels increasing in line with the 2.5 per cent cap that will be applied in 2019-20.

Strategic Alignment

The Quarterly Financial Report specifically addresses the following goals and objectives of the Council Plan 2017-21:

Goal 4: A Council of excellence

4.2 Be a more efficient and effective organisation by having a strong focus on continuous improvement, innovation, strategic planning and responsible financial management

The interim financial report is also directly aligned to the Council's annual budget, LTFP, strategic resource plan and capital works program.

Policy and Previous Council Reports

Council considers quarterly financial reports at the end of the September, December (mid-year budget review), March and June (year-end) financial periods. The mid-year budget review (quarterly financial report for December 2018) is the second report considered as part of the 2018-19 financial year.

Legal/Statutory Obligations/Risk

It is good financial practice and a requirement of the *Local Government Act 1989* (the Act) that Council is presented with regular reports on its financial performance and position during the year.

Section 138 of the Act requires that a set of financial statements be presented to an open Council meeting on a quarterly basis.

Financial and Resource Implications

The operational budget surplus for 2018-19 of \$17.011 million has increased to a forecast surplus of \$23.329 million.

The increased forecast surplus of \$6.318 million is largely a result of additional income (\$5.665 million) expected to be received by Council. The increased income forecasts are spread reasonably evenly across the various income types, except for the additional capital income forecast to be received (\$3.285 million) that will be used to fund further capital works.

Operational expenditure is forecast to be under budget by \$653,000 and includes projected savings in relation to employee costs (\$783,000) and depreciation - non-cash (\$478,000). Materials and services have been forecast to increase, but further analysis will be conducted during the March 2019 forecast review.

Balanced financial results are reflected in the rate determination statement, which is calculated by adding non-operational items such as capital expenditure, loan principal repayments and reserve transfers to the operational result and removing non-cash items such as depreciation. A balanced financial result is forecast to be achieved despite \$1.161 million less funding (compared to the budget) required from the infrastructure reserve to fund capital works.

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)

It is important to note that Council's cash reserves are expected to decline significantly over the next few years as a result of Council allocating its infrastructure, recreation, open space and waste reserves towards the capital works program, with a focus on asset renewal.

The working capital ratio (current assets/current liabilities) 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. This ratio was 320 per cent at 31 December 2018 and is expected to be 267 per cent by the end of 2018-19 compared to the original budget of 217 per cent. A current ratio over 100 per cent generally indicates a manageable short term financial position. This ratio is also expected to decline significantly in-line with the anticipate decline in cash and investments.

Capital Works Result

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 an unbudgeted land purchase, waste projects (funded from the waste reserve) and building condition audits transferred from the operational budget.

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 2018-19 of \$44.091 million has been decreased to a forecast of \$42.954 million, mainly due to capital expenditure that will be delayed until the next financial year.

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 increased to a year-end forecast of \$5.759 million, mainly due to income bought forward from the 2019-20 budget.

Consultation and Communication

Council's Audit Committee, at the meeting to be held on 20 February 2019, will receive and note the mid-year budget review (financial report for the period ended 31 December 2019) and the revised 2018-19 annual budget projections.

Officer Declaration of Conflict of Interest

Section 80C of the *Local Government Act* 1989 requires members of Council staff and persons engaged under contract to provide advice to Council, to disclose any direct or indirect interest in a matter to which the advice relates.

Council officers involved in the preparation of this report have no conflict of interest in this matter.

8.2.2 Policy Review - Councillor Support and Expenses, Councillor Development and Conference and Family Care - Councillors

Directorate: Corporate Services

Councillor Portfolio: Not applicable

Appendices:

- 1 Councillor Support and Expenses Policy - February 2019
- 2 Family Care Policy - Councillors - February 2019
- 3 Councillor Development and Conference Policy - February 2019

Purpose

To review and adopt the revised Councillor Support and Expenses Policy, Councillor Development and Conference Policy, and Family Care Policy – Councillors.

Recommendation

That Council:

1. **Revoke the Councillor Support and Expenses Policy dated 13 August 2013.**
2. **Revoke the Councillor Development and Conference Policy dated 19 July 2011.**
3. **Revoke the Family Care Policy – Councillors dated 25 August 2015.**
4. **Adopt the amended Councillor Support and Expenses Policy, Councillor Development and Conference Policy, and Family Care Policy – Councillors as attached.**

Summary

The Councillor Support and Expenses, Councillor Development and Conference Policy, and Family Care Policy – Councillors were developed in accordance with the requirements of the *Local Government Act 1989* (the Act) to support Councillors to perform their duties as the elected representatives of residents and ratepayers to govern the City of Hobsons Bay.

The policies outline guidelines for Councillors to:

- access administrative support, resources and facilities and to seek reimbursement of expenses
- access training and development to improve skills necessary to perform their role
- seek reimbursement of family care expenses while discharging their Council duties

Background

These policies place a framework and guidelines around the provision of Councillor support and expenses, to ensure that sound governance and management practices exist for public spending of this type.

The policies are reviewed regularly to ensure they meet Council and community expectations.

Discussion

A recent audit of financial and governance controls by Council's auditor Crowe Horwath has resulted in a number of recommendations regarding the Councillor Support and Expenses Policy, Councillor Development and Conference Policy, and the Family Care Policy – Councillors.

The audit recommends that the policies should be reviewed and updated to reflect the following:

Councillor Support and Expenses Policy

- implementation of a formal Claim Form to demonstrate the nature of expenses for reimbursement, including relevant tax invoices and declaration by the Councillor that expenses are accurate and have been incurred whilst on Council business
- timeliness in claiming expenses
- approval process to claim expenses
- conduct of an annual audit of Councillor expenses

Councillor Development and Conference Policy

- definition of appropriate accommodation, including class of accommodation that is able to be booked

Family Care Policy - Councillors

- conditions for reimbursing child/family care expenses, including the qualification of the carer and a requirement to submit appropriate tax invoices

Strategic Alignment

This report specifically addresses the following priorities of the Hobsons Bay 2030 Community Vision:

Priority 2: Community wellbeing and inter-connection

This report specifically addresses the following goals and objectives of the Council Plan 2017-21:

Goal 4: A Council of excellence

- 4.2 Be a more efficient and effective organisation by having a strong focus on continuous improvement, innovation, strategic planning and responsible financial management

Policy and Previous Council Reports

These policies are generally reviewed during each Council term. They were last reviewed and adopted by Council as follows:

- Councillor Development and Conference Policy – 19 July 2011
- Councillor Support and Expenses Policy – 13 August 2013
- Family Care Policy – Councillors – 25 August 2015

Legal/Statutory Obligations/Risk

The proposed policies comply with the requirements of the *Local Government Act* 1989.

Section 75 of the Act provides for the reimbursement of necessary out of pocket expenses incurred while performing duties as a Councillor.

Section 75B requires Council to adopt and maintain a policy in relation to the reimbursement of expenses for Councillors and members of Council committees.

Section 75C prescribes that a Council must make available for the Mayor and Councillors the minimum resources and facilities to perform their duties.

Financial and Resource Implications

Cost impacts of these policies will be accommodated within the existing operational budget.

Environmental/Social/Economic Impacts

Councillors are elected as the representatives of residents and ratepayers to govern the City of Hobsons Bay. These policies provide administrative support, resources, facilities, support training and development opportunities and provide for reimbursement of expenses to assist Councillors to perform their duties.

Consultation and Communication

Benchmarking has been undertaken with other councils in the review of these policies to ensure that the policies reflect examples of good practice.

Officer Declaration of Conflict of Interest

Section 80C of the *Local Government Act* 1989 requires members of Council staff and persons engaged under contract to provide advice to Council, to disclose any direct or indirect interest in a matter to which the advice relates.

Council officers involved in the preparation of this report have no conflict of interest in this matter.

8.2.3 Memorial Plaque Request - Mr Keith Neyland

Directorate: Corporate Services

Councillor Portfolio: Not applicable

Appendices: Nil

Purpose

For Council to consider the installation of a memorial seat and plaque in recognition of the late Mr Keith Neyland.

Recommendation

That Council, having considered the significant contribution made by the late Mr Keith Neyland to the social and civic life of Hobsons Bay:

- 1. Approve the installation of a memorial plaque on the existing seat along the bike trail near W G Cresser Reserve.**
 - 2. Note that the cost of the plaque will be borne by the applicant.**
-

Summary

Council has received a request from the family of the late Mr Keith Neyland for a memorial seat and plaque in his memory to be installed along the Altona foreshore, preferably within the vicinity of the Altona Boat Ramp.

Background

Council has adopted a policy for the installation of memorial plaques and cremated remains in public places. The policy aims to commemorate individuals who have contributed to the cultural, political or social aspects of Hobsons Bay's development or shared community history.

Discussion

Mr Peter Neyland has submitted the application on behalf of his father. The late Mr Keith Neyland was a prominent figure in the Altona community until his passing in April 2013.

He began his working life in Altona when he bought into the Altona Star Printing Company. He eventually became the sole owner and continued to publish the local paper for many years. This publication recorded much of Altona's history over this time. Many Altona residents would ask to look at old copies of historical events. Due to this continuous demand, all the publications have been scanned and they are now available to be viewed and enjoyed by the public at the Altona Library.

In 1970, Keith Neyland eventually bought his own premises at 108 Pier Street and re-named the company Keima Press Pty Ltd. In his capacity as Director of Keima Press, Keith was continually assisting the local service clubs and charities with low cost and often free printing. The family business continued to operate until its closure in 2018. Keith was actively involved in various areas of the community. These included The Altona Apex Club where he

proudly became their first life member, a long time board member of the Altona Working Mens Club (Altona Sports Club) and a long serving member and volunteer of the bowls section.

Mr Neyland's main interest outside of work was fishing. He spent countless hours in the water off Altona - hence the family's request for a bench seat near the boat ramp.

The family has been consulted regarding the location of the memorial and the preferred outcome is the installation of a plaque on the existing seat located along the bike trail near W G Cresser Reserve. The existing seat will require some refurbishment prior to installation of the plaque.

Strategic Alignment

This report specifically addresses the following priorities of the Hobsons Bay 2030 Community Vision:

Goal 2: A great place

- 2.4 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

Policy and Previous Council Reports

Council's Memorial Plaques and Cremated Remains in Public Places Policy defines a memorial as an object established in memory of a person, association, anniversary or event. It also states that there should be an association between the location of the plaque and the person to be commemorated.

Legal/Statutory Obligations/Risk

As required by the Council policy, memorials shall be designed and sited so as not to intrude upon, damage the structure or natural environment, or otherwise create a public risk.

Financial and Resource Implications

In accordance with Council policy, the applicant must meet all costs associated with the design, manufacture and installation of the memorial, which shall be undertaken by, or under the direction of Council.

Environmental/Social/Economic Impacts

There should be an association between the location of the plaque and the person or event to be commemorated. The siting of a plaque in memory of the late Mr Keith Neyland at the Altona Boat Ramp meets this criteria.

Consultation and Communication

Mr Neyland's family have been consulted in relation to the location of the seat and plaque. Officers have also liaised with Council's City Services and Active Communities Departments regarding an appropriate location for the memorial.

Officer Declaration of Conflict of Interest

Section 80C of the *Local Government Act* 1989 requires members of Council staff and persons engaged under contract to provide advice to Council, to disclose any direct or indirect interest in a matter to which the advice relates.

Council officers involved in the preparation of this report have no conflict of interest in this matter.

8.2.4 Discontinuance of road adjoining 45 Epsom Street, Laverton

Directorate: Corporate Services

Councillor Portfolio: Integrated Transport - Cr Jonathon Marsden and Cr Sandra Wilson

Appendices:

- 1 Appendix One - Road Discontinuance Gazettal Plan (Ver 1)
- 2 Appendix Two - Plan of land parcels

Purpose

To seek Council's support for the proposal to discontinue the road at 45 Epsom Street, Laverton from Epsom Street to Fitzroy Street, Laverton.

Recommendation

That Council in accordance with section 206 and Clause 3 of Schedule 10 of the *Local Government Act 1989* (the Act) resolve to:

- 1. Commence the statutory procedures to discontinue the road at 45 Epsom Street, Laverton shown hatched on the attached plan, Appendix 1.**
 - 2. Authorise the Chief Executive Officer of Council or his delegate to prepare and give public notice of the proposed discontinuance in the Maribyrnong and Hobsons Bay Star Weekly newspaper and on Council's website under sections 82A, 207A and 223 of the Act.**
 - 3. Authorise the Chief Executive Officer or his delegate to carry out its functions under section 223 of the Act in relation to this matter.**
 - 4. Receive a further report following the public notice period to consider the discontinuance of the road.**
-

Summary

To consider commencement of the necessary statutory procedures pursuant to the Act for the discontinuance of road between Epsom and Fitzroy Streets adjoining the property known as 45 Epsom Street, Laverton as shown in the plan in Appendix 1.

If discontinued the land comprising the discontinued road will vest in the Council pursuant to Section 207B of the Act.

Background

Council purchased the adjoining property to the subject road at 45 Epsom Street, Laverton on 31 August 2018. Council has also purchased the former school site at 7-43 Epsom Street, Laverton on 29 September 2014.

The subject road is part fenced into the properties at 7-43 and 45 Epsom Street, and part forms the walkway bounded by the sound-wall bounding the Princes Freeway as shown on the attached plan at Appendix 2.

The subject land was part of land acquired by the former Country Roads Board (now VicRoads) however the acquisition was unable to be finalised with the solicitors acting on behalf of the estate of the registered proprietor.

The land was declared a Municipal Road in Government Gazette No. 53, 29 June, 1977. Council is the coordinating road authority under the *Road Management Act 2004* (RMA).

Discussion

The subject land is partly enclosed within the properties at 7-43 and 45 Epsom Street and the balance forms the concrete footpath from Epsom Street to Fitzroy Street. The footpath provides access to the overbridge over the Princes Freeway.

The property at 45 Epsom Street, Laverton was purchased to be added to the former school site previously purchased by Council. It is proposed to develop the site as a community park and to make provision for affordable housing. These proposals are being considered by Council. The proposed community park will provide improved linkage to the overbridge.

Council has budgeted \$1.085 M in the 2018-19 Capital Works Program for the design and delivery of the new community park.

It is proposed that the discontinuance of the road adjoining 45 Epsom Street will provide additional Council freehold land for the area of land to be devoted to affordable housing.

Strategic Alignment

This report specifically addresses the following priorities of the Hobsons Bay 2030 Community Vision:

Priority 2: Community wellbeing and inter-connection

This report specifically addresses the following goals and objectives of the Council Plan 2017-21:

Goal 3: A well designed, maintained and environmentally sustainable place

- 3.2 Deliver and maintain well-designed, accessible and environmentally sustainable community assets

Policy and Previous Council Reports

The discontinuance of the road at 45 Epsom Street, Laverton is in accordance with Council's Policy for the discontinuance, closure and sale of rights of way.

Legal/Statutory Obligations/Risk

The statutory process to discontinue the road will be undertaken in accordance with the requirements of the Act.

The implications of this report have been assessed in accordance with the requirements of the Charter for Human Rights and Responsibilities 2006.

Financial and Resource Implications

It is not proposed to sell the discontinued road, rather it is proposed to retain the land as Council Freehold and amalgamate the land with the adjoining title at 45 Epsom Street, Laverton. This will enable the land to be utilised for affordable housing. No income will be derived from this transaction. The costs of the discontinuance will be met by Council.

Environmental/Social/Economic Impacts

There are no environmental, social or economic impacts resulting from the proposal

Consultation and Communication

The statutory procedures under the *Local Government Act 1989* require Council to give public notice of its intention to discontinue and sell the road and invite submissions from affected parties under section 223 of the *Local Government Act 1989*.

Public notice of the proposed discontinuance will be given in Maribyrnong and Hobsons Bay Star Weekly newspaper and published on Council's website.

Officer Declaration of Conflict of Interest

Section 80C of the *Local Government Act 1989* requires members of Council staff and persons engaged under contract to provide advice to Council, to disclose any direct or indirect interest in a matter to which the advice relates.

Council officers involved in the preparation of this report have no conflict of interest in this matter.

8.3 Strategic Development

8.3.1 Advocacy Priorities 2019

Directorate: Strategic Development

Councillor Portfolio: Not applicable

Appendices: 1 Advocacy Priorities 2019

Purpose

To seek endorsement of the 2019 Advocacy Priorities.

Recommendation

That Council:

- 1. Adopt the 2019 Advocacy Priorities.**
 - 2. Commence the promotion and implementation of these priorities.**
-

Summary

Through the review of the Advocacy Strategy 2014-18 including feedback from the community and stakeholders it is suggested that the 2019 Advocacy Priorities focus on three major priority areas. These large scale campaigns being, Melbourne Metro 2, Youth Mental Health and Grieve Parade to be upgraded as the preferred truck route. In addition there will be 18 other priority areas that will be actioned through lower level campaigns such as submissions, letters and meetings with key stakeholders. These priority areas will be actioned over the next 12 months with progress reported throughout the year on a dedicated advocacy webpage on Council's website.

Background

The Advocacy Strategy 2014-18 has concluded. Given the development of Hobsons Bay 2030 Community Vision and the Council Plan 2017-21 an evaluation of the Advocacy Strategy was undertaken to understand what has worked well and what could be improved. The evaluation highlighted some strengths from having the Advocacy Strategy, however it also identified some key opportunities for improvement. This included having more 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.

Discussion

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 (public transport, active transport, roads, sport and recreation, mental health, environment and the arts) with 21 advocacy areas. Of the 21 advocacy areas there will be three Major Priority Advocacy Areas,

where Council will undertake a major campaign (including advocacy leading up to the Federal election). These three areas include:

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

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. They are specific in relation to advocacy asks, providing clarity to Council, stakeholders and potential partners.

The three Major Priority Advocacy Areas will have a dedicated campaign and funding to support progress. The remaining 18 advocacy areas will be delivered through a smaller campaign e.g. submissions, letters, and meetings with key stakeholders.

To further enable flexibility and engagement with the community the 2019 Advocacy Priorities will be largely web-based, providing Council with the ability to engage and activate the 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.

Strategic Alignment

This report addresses all of the priorities within the Hobsons Bay 2030 Community Vision.

This report specifically addresses the following goals and objectives of the Council Plan 2017-21:

Goal 1: An Inclusive, Resilient and Healthy Community

- 1.5 Understand the current and future needs of our community, and work to ensure those most vulnerable in our community are safe and have equitable and timely access to the support they need

The Advocacy Priorities align with a range of other Council policies and strategies including the Integrated Transport Plan 2017-30, Open Space Strategy, and the Sports Facility Needs Assessment.

Policy and Previous Council Reports

Council has received previous reports on the Advocacy Strategy 2014-18, including a briefing on the evaluation report in September 2017.

Legal/Statutory Obligations/Risk

The *Local Government Act 1989* articulates that "it is the role of Council to provide governance and leadership for the local community through advocacy, decision making and action."

Furthermore the *Public Health and Wellbeing Act 2008* articulates that Council is required "to protect, improve and promote public health and wellbeing within the municipal district by creating an environment which supports the health of members of the local community and strengthens the capacity of the community and individuals to achieve better health."

Financial and Resource Implications

Council doesn't 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 Advocacy 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 Advocacy Areas additional funding will need to be sort. It is estimated that this could cost around \$10,000 per campaign, however this will be further investigated once a campaign project plan has been developed.

Environmental/Social/Economic Impacts

The 2019 Advocacy Priorities aim to work in partnership with others to improve the built, natural, social and economic environments across Hobsons Bay to ensure the current and future needs of the community are met.

Consultation and Communication

The 2019 Advocacy Priorities have resulted from extensive consultation that occurred with the community, stakeholders, Councillors, and staff during the development of Hobsons Bay 2030 Community Vision and Council Plan 2013-17.

Further consultation has also occurred with the community and stakeholders through the development of other strategic documents such as the Open Space Strategy, Sports Facility Needs Assessment, and the Integrated Transport Strategy 2017-30. In addition feedback has been sort through the Annual Community Survey. These activities have been completed in alignment with the Community Engagement Framework.

Officer Declaration of Conflict of Interest

Section 80C of the *Local Government Act* 1989 requires members of Council staff and persons engaged under contract to provide advice to Council, to disclose any direct or indirect interest in a matter to which the advice relates.

Council officers involved in the preparation of this report have no conflict of interest in this matter.

8.3.2 Planning Scheme Amendment C116 Part 2

Directorate:	Strategic Development
Councillor Portfolio:	Planning - Cr Tony Briffa and Cr Michael Grech
Appendices:	1 Amendment C116 Part 2 Panel Report 2 Amendment C116 Part 2 Explanatory Report 3 Amendment C116 Part 2 Instruction Sheet 4 Amendment C116 Part 2 Proposed Clause 52.05

Purpose

To present Council with the Panel Report and consider Planning Scheme Amendment C116 Part 2 for adoption.

Recommendation

That Council:

1. **Consider the Panel Report for Amendment C116 Part 2 and accept the Panel's recommendation.**
 2. **Adopt Amendment C116 Part 2 generally in accordance with the attached documents and request the Minister for Planning to approve Amendment C116 Part 2.**
 3. **Should the amendment be approved by the Minister for Planning, begin work to remove the covenant from the site at 122 Woods Street, Newport.**
 4. **Notify all submitters of the outcomes of the Council meeting.**
-

Summary

In May 2018 Council resolved to prepare and exhibit a draft Planning Scheme Amendment to remove covenants from two properties, being the former Altona Gate Primary School site at 430-436 Blackshaws Road, Altona North and the former Hobsons Bay Kindergarten and Toy Library site at 122 Woods Street, Newport. The preparation of the amendment was authorised by the Minister for Planning and the amendment was advertised to the community. Twenty submissions were received; one stating no objection and 19 raising objections to the amendment as it relates to 122 Woods Street, Newport.

The two properties have been the subject of transition over a number of years, due to the relocation of community facilities to other sites. Covenants apply to portions of both properties, which are deemed no longer relevant or necessary.

As there were no issues with Council pursuing the amendment as it relates to 430-436 Blackshaws Road the amendment was split into two parts. The Blackshaws Road component was adopted and sent to the Minister for Planning for approval.

As there were objections to the 122 Woods Street part of the amendment, Council resolved to request an independent planning panel consider submissions. The Directions Hearing was held on 9 November and the Panel Hearing was held on 27 November 2018.

The Panel Report was received by Council on 18 December and recommends that "Hobsons Bay Planning Scheme Amendment C116 Part 2 be adopted as exhibited" and the Planning Scheme be changed to allow for the removal of the covenant.

Background

The former Council owned Kindergarten and Toy Library at 122 Woods Street, Newport was vacated in 2014 following the completion of the Newport Gardens Early Years Centre at 51 Maddox Road, Newport, and the transition of services to that facility.

Two of the lots (Lots 82 and 83) were purchased by the former City of Williamstown from the Commonwealth of Australia in 1954 with the intention of constructing a baby health centre, kindergarten and public hall. The buildings were constructed in approximately 1954 contravening a covenant on title that restricts the use of the land to public recreation. The third lot (Lot 81) forms part of the kindergarten property and was purchased by Council in 1961. Lot 81 is on a separate title, free of any restrictions.

At the 14 December 2010 Ordinary Meeting of Council, Council resolved to record Council's intention to sell the land, receive a further report in relation to the sale of the land and transfer any proceeds from the sale to the capital works infrastructure reserve.

Discussion

At its Ordinary Meeting of Council on 8 May 2018 Council resolved to request authorisation to prepare and exhibit Planning Scheme Amendment C116 which would allow the removal of covenants from the abovementioned properties. Authorisation was received on 8 June and the Amendment was subsequently exhibited for a period of six weeks from 26 July to 7 September 2018. During this time 20 submissions were received, 19 objecting to the amendment as it relates to Woods Street and one refers to both sites stating no objection to the amendment.

As there were no submissions made regarding the land at 430-436 Blackshaws Road, Altona North, and there were 19 submissions relating to the land at 122 Woods Street, Newport, it was appropriate that the two properties be dealt with separately and the amendment split into two parts:

- Part 1: 430 - 436 Blackshaws Road, Altona North
- Part 2: 122 Woods Street, Newport

Former Altona Gate Primary School site, 430-436 Blackshaws Road, Altona North

As no objection was received regarding the Former Altona Gate Primary School site it was appropriate for Council to continue to pursue the removal of the covenants from this land separately. The lack of objections meant that there was no need for Council to refer this matter to a planning panel. To ensure that this amendment was progressed in a timely manner the amendment was split from the exhibited amendment, adopted by Council and submitted to the Minister for Planning for approval.

Former Council Kindergarten, 122 Woods Street, Newport

All of the objections were in relation to the removal of the covenant at 122 Woods Street, Newport. Some were concerned that the covenant removal leading to the potential sale of the land and the consequential loss of a public asset. The amendment could not be altered to address the majority of submissions, as many seek abandonment of the amendment.

Concerns were expressed about the potential of the land to be developed for multi-unit housing in the future, with concern or perception that the area is experiencing growth beyond its capacity. One submission suggests that if not abandoned, the amendment could be changed such that the covenant still applies to the Woods Street frontage to retain a portion of the site for recreation.

As Council could not change the amendment to address the submissions, there were only two options available; to abandon the amendment as it relates to 122 Woods Street, Newport or refer the amendment to an independent planning panel, appointed by the Minister for Planning, to consider the submissions and provide advice to Council on a recommended way forward. As such, Council resolved at its meeting on 9 October to request a planning panel to be appointed by the Minister for Planning.

The Directions Hearing was held on 9 November and the Panel Hearing was held on 27 November 2018. At the hearing the panel heard submissions from Council and two community members.

The Panel Report was received by Council on 18 December 2018. The key issues raised in the Panel Report included:

- planning context and principles
- what is 'public recreation' as it appears in the covenant?
- 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

The final paragraph of the Panel Report states:

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.

The single recommendation was that "Hobsons Bay Planning Scheme Amendment C116 Part 2 be adopted as exhibited" and that the Planning Scheme be changed to allow for the removal of the covenant. Officers support this recommendation. Council should adopt the amendment and send it to the Minister for Planning for approval.

Strategic Alignment

This report specifically addresses the following priorities of the Hobsons Bay 2030 Community Vision:

Priority 1: Visionary, vibrant, accountable urban planning

This report specifically addresses the following goals and objectives of the Council Plan 2017-21:

Goal 3: A well designed, maintained and environmentally sustainable place

- 3.1 Work with all levels of government, key stakeholders and the community to ensure urban development is appropriate and considers neighbourhood character and heritage

Policy and Previous Council Reports

On 14 December 2010 Council resolved to record its intention to sell the property following the relocation of the Hobsons Bay Kindergarten and Toy Library to the Newport Gardens Early Years Centre and receive a further report with respect to the statutory procedures required to be adopted. Proceeds from the land were targeted to be retained for capital works infrastructure for use in the Capital Works Program.

Council subsequently contemplated options available to remove the existing restrictive covenants from the property and in May 2018 Council resolved to pursue an amendment of the planning scheme to remove the restrictive covenants.

At the Ordinary Council Meeting of 9 October 2018 Council resolved to request an independent planning panel consider all submissions to the amendment.

Council's Open Space Strategy 2018 considers that there is sufficient open space in this precinct for the current and expected future population, with Loft Reserve, Jack Madigan, Newport Lakes, Bryan Martyn Oval and the proposed park in front of the Mosque all within a walkable catchment of the site.

Legal/Statutory Obligations/Risk

The removal of the covenants from 122 Woods Street is a stand-alone process that provides an ability for Council to contemplate using the land for a wide range of uses within the provisions of the planning scheme. Planning Scheme Amendment C116 Part 2 allows the legal removal of the covenant at 122 Woods Street, Newport, however there is another process to be undertaken to remove the covenant should the amendment be approved. If the covenant is successfully removed then Council can commence the sale of public land process governed under the *Local Government Act 1989*, which is separate to this planning scheme amendment process.

Under the requirements of section 27 of the *Planning and Environment Act 1987* Council must consider the panel's report before deciding whether or not to adopt the amendment. Under section 29 of the *Planning and Environment Act 1987* Council may adopt an amendment and an adopted amendment must be submitted to the Minister under section 31 of the *Planning and Environment Act 1987*.

Council is required under Ministerial Direction 15 to make a decision regarding the amendment within 40 business days of the date it receives the Panel's report.

Financial and Resource Implications

There are likely to be costs incurred during the removal of the covenant and in any future process to sell the land at 122 Woods Street, Newport. However, there is likely to be significant income from the sale of the land should it occur in future.

The cost incurred to request approval of this amendment has been factored into the operational budget.

Environmental/Social/Economic Impacts

Efficient management of Council assets saw the relocation of the early years services to the new centre in Maddox Road, which considered community impacts. In addition, Council's Open Space Strategy 2018 considers that there is sufficient open space in this precinct for the current and expected future population. The removal of the covenants from the Woods

Street site does not diminish the consideration of the environmental, social and economic impacts of future use of the land.

Consultation and Communication

The amendment was exhibited for a period of six weeks from 26 July to 7 September 2018 which meets all the requirements of the *Planning and Environment Act* 1987 and Council's consultation framework.

The amendment was advertised to the community by notification in newspapers, notification in the Victorian Government Gazette, letters to all potentially affected neighbours, on Council's website, signs on both sites and a community drop-in session.

The amendment was considered by an independent planning panel where submissions were heard from Council and two community members.

If the covenant is removed the potential sale will be subject to further community consultation processes as governed by the *Local Government Act* 1989.

Officer Declaration of Conflict of Interest

Section 80C of the *Local Government Act* 1989 requires members of Council staff and persons engaged under contract to provide advice to Council, to disclose any direct or indirect interest in a matter to which the advice relates.

Council officers involved in the preparation of this report have no conflict of interest in this matter.

8.3.3 Draft Experience Hobsons Bay Tourism Strategy 2019-24

Directorate: Strategic Development

Councillor Portfolio: Arts, Culture and Tourism - Cr Angela Altair and Cr Colleen Gates

Appendices:

- 1 Experience Hobsons Bay Tourism Strategy 2019-24
- 2 Experience Hobsons Bay Tourism Strategy - Action Plan Year One

Purpose

To present the draft Experience Hobsons Bay Tourism Strategy and Action Plan for public consultation.

Recommendation

That Council:

1. **Place the draft Experience Hobsons Bay Tourism Strategy and Action Plan on public exhibition for a minimum of six weeks.**
 2. **Receive a further report considering submissions prior to adoption.**
-

Summary

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

The Strategy follows four themes, Recognising the Visitor Economy; Rich Experiences; City Image and Presentation; Leadership and is supported by an annual action plan.

Background

In September 2016, Council endorsed the preparation of an updated Hobsons Bay Tourism Strategy, following on from the Hobsons Bay Sustainable Tourism Strategy 2006 and the Hobsons Bay Economic Development Strategy 2015-20.

Tourism is important to Hobsons Bay, as a local economic driver, and through its contribution towards improving the vibrancy, liveability and prosperity of the city by supporting local services, building pride in the city 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 four per cent per annum expected up to 2033. In Melbourne, the value of the visitor economy is estimated at more than \$15 billion, the sector responsible for employing more than 125,000 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 has a thriving and diverse visitor economy, which generates approximately \$294 million in economic value, and supports approximately 1,400 local jobs. People visit Hobsons Bay for a variety of purposes, including leisure and recreation, visiting friends and family, for business and for major events.

In 2017 Destination Melbourne commissioned visitor research as part of the development of the first Greater Melbourne Destination Management Visitor Plan (DMVP). It interviewed 2,500 domestic and international visitors along with 1,800 Melbournians. Findings relevant to Hobsons Bay include that 'parks and gardens' tops the list of the five 'must do' attractions in Greater Melbourne (45 per cent) followed by restaurants (29 per cent) and shopping, with positive visitor perceptions around green spaces and gardens, walkability, picturesque settings and views. Council has worked to ensure Hobsons Bay attractions and experiences are represented in the DMVP.

Through Western Melbourne Tourism, Council has contributed to the first sub regional plan using the Destination Melbourne partnership and research. The Western Melbourne Destination Management Visitor Plan supports and enables collaboration across the region. There is significant investment underway and growth planned for, including in major attractions, accommodation and in the western corridor from the West Gate Bridge to Avalon Airport.

Discussion

Aimed at establishing a long-term vision for Hobsons Bay, the Strategy reflects Council's commitment to ensuring Hobsons Bay is a place that people are proud to call home, and that it is a place that is 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 deliver increased economic and social benefit to the city.

The visitor experience in Hobsons Bay ranges from major attractions such as Museums Victoria's Scienceworks in Spotswood with visitation of more than 500,000 people each year to experiences around nature, heritage, hospitality, coast and culture. A table of attractions and experiences in Hobsons Bay is included as an appendix to the Strategy.

The Strategy is consistent with and complements state, metropolitan and regional visitor planning, with Visit Victoria forecasting that a sustainable approach to further growing the Victorian visitor economy is to encourage visitors to stay longer in and explore Melbourne and its suburbs (increasing yield), as much as to grow the inbound markets.

The 2019-20 Action Plan outlines the key actions that will be delivered over the first year of the Strategy. The actions, aligned with the strategy themes and objectives, provide a clear summary of the work that will be undertaken over the next twelve months, and form a basis for future actions.

The first year actions have a focus on building capacity and collaboration, advocating for investment and improved infrastructure, and celebrating local success. Utilising and promoting Experience Hobsons Bay, Council will take a lead role in guiding the future growth of the local visitor economy, but partnerships with both local and industry stakeholders will be essential to delivering strong outcomes.

As the first year of a five year plan, there is a need to undertake some benchmarking, to capture an accurate snapshot of the current industry and establish a baseline for measuring future success. Key actions of the 2019-20 Action Plan include:

- undertake a perception survey to discover what locals love about Hobsons Bay and seek to promote these experiences

- develop and distribute a brand pack to encourage tourism operators and event producers to promote 'Experience Hobsons Bay' and provide access to images and materials through Council's website
- develop a web based tourism toolkit to inform understanding of the visitor economy, industry trends, and visitor service standards
- identify and review gateways and arrival points into Hobsons Bay and plan for upgrades to improve signage and access
- compile a three year plan, identifying current and future infrastructure needs to prioritise through Council's budget process
- create a major events branding pack for national and international audiences
- 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

Strategic Alignment

This report specifically addresses the following priorities of the Hobsons Bay 2030 Community Vision:

Priority 3: Growth through innovation, access to local jobs, technology and education

This report specifically addresses the following goals and objectives of the Council Plan 2017-21:

Goal 2: A great place

- 2.3 Support the growth of our local economy, and encourage business investment that creates and maintains local jobs

The development of the Tourism Strategy is an action of the Hobsons Bay Economic Development Strategy 2015-20. The Strategy will continue work that links with the Hobsons Bay Events and Festivals Plan 2016-21.

This Strategy also aligns with other Council policies and plans including, Advocacy Strategy 2014-18, Creative City Arts and Culture Plan 2018-22, Events and Festivals Plan 2016-21 Open Space Strategy 2018-28 and the Integrated Transport Strategy 2017-20.

Policy and Previous Council Reports

The preparation of a Draft Hobsons Bay Tourism Strategy was endorsed by Council in September 2016.

The draft Tourism Strategy was presented to Council at the Briefing Session on 30 October 2018. Feedback received from Councillors at the Briefing Session has been included in the Experience Hobsons Bay Tourism Strategy 2019-23.

Legal/Statutory Obligations/Risk

There are no legal or statutory obligations or risks associated with the development of a new tourism strategy.

Financial and Resource Implications

To minimise the financial impact, setting achievable goals, delivering innovative programs and establishing partnerships with local and regional partners is a key consideration. Most of

the work will be planned and implemented within the scope or reallocation of existing and relevant budgets and resources. Where the Strategy supports actions for Council's consideration that may require additional funding in future years including capital or infrastructure investment, these will be identified and referred to future budget plans.

Environmental/Social/Economic Impacts

The Strategy will assist in identifying opportunities for sustainable, local economic and socio-economic development. It will provide a framework for advocacy and help ensure that the economic potential of Hobsons Bay is realised through the development of the tourism sector.

Consultation and Communication

A comprehensive engagement plan was undertaken in the development of the Strategy, to capture input across the sector, including local tourism operators and industry partners.

Consultation included forums held over two sessions at the Hobsons Bay Civic Centre in March 2017. The forums were attended by a mix of business and industry representatives, with 42 people participating, representing 36 organisations. A separate session was held with the Hobsons Bay Visitor Information Centre volunteers with 40 people in attendance. An internal consultation session had 24 officers in attendance representing seven departments of Council.

Stakeholders worked collaboratively and independently to develop a SWOT analysis of the current industry, a forecasting activity identifying a future vision for Hobsons Bay and a brainstorming session to generate ideas and opportunities.

This consultation and engagement has influenced the direction of the Strategy.

It is proposed that the Strategy is available for public consultation for six weeks from 22nd February 2019 to 5th April 2019.

The Strategy will be provided to all contributing stakeholders and all local tourism operators and stakeholders including the Arts, Culture and Tourism Portfolio Advisory Committee.

The draft strategy will be promoted across the following channels:

- Participate, Council's community engagement platform
- on the Hobsons Bay City Council website and relevant subsites
- through the Hobsons Bay Business e-Works newsletter
- across Council's social media channels, including Facebook and LinkedIn
- through Council's on hold messaging service
- through the Hobsons Bay Visitor Information Centre
- through the Hobsons Bay Libraries

A communications plan has been developed to guide the Strategy consultation process.

The outcomes of this consultation will be considered by Council prior to adoption of the strategy.

Officer Declaration of Conflict of Interest

Section 80C of the *Local Government Act* 1989 requires members of Council staff and persons engaged under contract to provide advice to Council, to disclose any direct or indirect interest in a matter to which the advice relates.

Council officers involved in the preparation of this report have no conflict of interest in this matter.

8.3.4 Food Safety Awards

Directorate: Strategic Development

Councillor Portfolio: Not applicable

Appendices: Nil

Purpose

To inform Council of the three category winners for the 2018 Food Safety Awards.

Recommendation

That Council:

- 1. Note the three category winners of the 2018 Food Safety Awards.**
 - 2. Present the 2018 Food Safety Awards at a future Council meeting.**
-

Summary

Council's annual Food Safety Awards Program encourages all food businesses within the municipality to strive for best practice in food safety whilst promoting and raising awareness of food safety in the community. The program recognises and celebrates local food businesses that strive for the highest quality in food preparation.

Winners of the three categories are:

- Class 1 (potentially high risk premises serving food to vulnerable customers)
Allanvale Private Nursing Home - 38-40 Ascot Street South, Altona Meadows
- Class 2 (potentially high risk premises serving to the general public)
Clip n Climb - 2/134 Maddox Road, Williamstown North
- Class 3 (low risk/potentially high risk packaged)
Snowballs Icecream Shop - 320-322 Melbourne Road, Newport

Background

Council has approximately 700 premises registered under the *Food Act* 1984. Each premises is inspected/reassessed prior to the initial registration and then for re-registration each.

The food safety awards program is conducted each year and encourages all food businesses within the municipality to strive for best practice in food safety whilst promoting and raising awareness of food safety in the community.

Discussion

All registered food businesses (except those selling packaged low risk foods), are automatically included as part of the food safety awards program. Food safety performance is monitored by Council's Environmental Health Officers over a 12 month registration period. If a new business registers or a proprietor changes within this period, the business will be included in the next assessment period to ensure that nominations have operated for at least 12 months.

Inspections and assessments are conducted throughout the year. Premises that receives a score of 95 (97 for Class 3) or above are provided with an 'In the Running' certificate to be displayed at their premises to inform the community of compliance with food safety requirements.

Businesses that have received an 'In the Running' certificate are assessed against the following three criteria to determine a winner for each category:

- food analysis results (no failed or marginal samples)
- food safety program implementation (food safety supervisors certificate and food safety records)
- no justified complaints

Strategic Alignment

This report specifically addresses the following priorities of the Hobsons Bay 2030 Community Vision:

Priority 6: An accessible and connected community

This report specifically addresses the following goals and objectives of the Council Plan 2017-21:

Goal 2: A great place

2.1 Protect and promote public health and community safety

Policy and Previous Council Reports

All Class 1, 2 and 3 premises are provided with the opportunity to participate in the Food Safety Awards Program.

Winners were selected based on their food safety performance throughout the registration period. Council's Public Health Environmental Health officers provide recommendations for 'In the Running' awards that enabled premises to be eligible for the Food Safety Awards. Businesses that are 'In the Running' are then assessed against three criteria to determine a winner for each category.

The Food Safety Awards program will assist with the achievement of the key strategic objective for Community Wellbeing, as set out in the Council Plan 2017-21, specifically by contributing to strategic actions of the provision and enhancement of the Food Safety Awards program.

Legal/Statutory Obligations/Risk

Inspection and compliance with the *Food Act* 1984 (Vic) and Food Standards Australia and New Zealand, Food Standards Code are a legal requirement prior to registration, transfer of registration and re-registration.

Financial and Resource Implications

Each of the category winners will receive the amount of their annual registration to the maximum amount of \$1,014.30. With the estimated total cost being \$3,745 which includes the promotion of the awards.

All costs are budgeted for in existing operational budgets.

Environmental/Social/Economic Impacts

Food safety regulations have the primary objectives of safeguarding public health and reducing the risks of illnesses and the associated health costs. The introduction of food safety awards program is a possible contributor to market competition, trade and changes in food processing and practices. Likely social impacts may be on economic growth, contributing to the labour market with job creation and retention.

Consultation and Communication

The winner of each category will be promoted in local media, Council's website and social media sites. The award winners and 'In the Running' certificate recipients will help raise awareness of the importance of food safety for local businesses within the community.

Officer Declaration of Conflict of Interest

Section 80C of the *Local Government Act* 1989 requires members of Council staff and persons engaged under contract to provide advice to Council, to disclose any direct or indirect interest in a matter to which the advice relates.

Council officers involved in the preparation of this report have no conflict of interest in this matter.

8.3.5 Contract 2014.01 Review - At-call Hard Waste Collection Service

Directorate: Strategic Development

Councillor Portfolio: Environmental Sustainability - Cr Jonathon Marsden and Cr Sandra Wilson

Appendices: Nil

Purpose

To present a review of Council's hard waste collection service contract with Four Seasons Waste (Contract No. 2014.01) of which the initial term expires on 30 June 2019.

Recommendation

That Council:

- 1. Extend the At-call Hard Waste Collection Service Contract (Contract No. 2014.01) with Four Seasons Waste for one year (from 1 July 2019 to 30 June 2020) at the current contract price.**
- 2. Vary the contract to introduce a second user paid hard waste collection service trial, during the extension period from 1 July 2019 to 30 June 2020.**
- 3. Commence a further contract review in February 2019 that considers one final one year contract extension to 30 June 2021 or tendering for a new contract.**

Summary

The initial term of Council's current contract with Four Seasons Waste (FSW) for the hard waste collection service (Contract No. 2014.01) expires on 30 June 2019. There are two one year extension options meaning a maximum term to 30 June 2021.

A review has been undertaken to consider the merits of tendering the service, extending the contract until 30 June 2020 or deferring a decision to extend or tender at a later date. The review considered contractor performance and service costs, the prevailing market conditions in the waste industry and benchmarking with other metropolitan councils. It also considered making available a second hard waste collection on a user pays basis.

Overall FSW's performance is very satisfactory and they are responsive to Council's requests. Their service performance is above standard with an average of 95 per cent of customer enquiries closed within time. Benchmarking concluded that Council receives a value for money service from FSW in comparison with the cost of services received by other metropolitan councils. A 2017 tender by an outer metropolitan council, highlights that Council is unlikely to receive a better price if it chose to tender now.

The option that best suits Council at this time is to extend the contract with FSW for one year from 1 July 2019 to 30 June 2020 at the current contract price. It is also recommended to introduce a second hard waste collection on a user pays basis as a trial during the extension period. Second collections are not an entitlement within the waste service charge but a user paid optional service that residents may choose to take up.

Background

Council's current hard waste collection service contract (the contract) with FSW began on 6 February 2014. The initial term expires on 30 June 2019. There are two one year extension options meaning a maximum term to 30 June 2021. Improvements since the previous contract included electronic waste (e-waste) recycling through the National Television and Computer Recycling Scheme and the use of two collection vehicles to increase recycling of other hard waste.

Discussion

A number of parameters have been considered in a review of this contract. Current contractor performance and service costs are two key factors that are important when deciding whether to extend the contract or retender. Other parameters include benchmarking with other metropolitan councils and the prevailing market conditions and policy implications.

The outcome of the contract review is summarised below:

- overall the contract performance of FSW is very satisfactory, if not exceptional
- FSW is very responsive to Council's requests, particularly when missed collections occur. Council's customer service data shows that FSW's service performance is above standard with an average of 95 per cent of customer enquiries closed within the required time
- FSW sought a contract variation in July 2015 for a marginal increase in contract price due to scavenging of metals and the resulting exposure to occupational health and safety issues by their staff. Based on the assessment including a comparison to other tendered prices and performance of FSW, the variation was considered reasonable and it was approved
- benchmarking with metropolitan councils on key features of their hard waste service contract concludes that Council receives value for money from FSW in comparison with the cost of service received by other metropolitan councils
- a tender price received in 2017 for an outer metropolitan Council, which has approximately two and half times the number of collections than Hobsons Bay, shows that by comparison the rate per hard waste collection that Council is receiving is lower than the best tendered price for that council. Therefore Council is unlikely to receive a better rate if it chooses to tender now
- Council's request for tender in 2013 attracted two other tenderers. A comparison of their original tender price and FSW's current price (including the variation) shows that the current contract rate is less than the two other tenderer's original submission

The contract review analysed three options available to Council. These are tendering the service, extending the contract until 30 June 2020 or deferring a decision to extend or tender to a later date. Under the prevailing conditions the recommended option that best suits Council at this time is to extend the contract with FSW for one year from 1 July 2019 to 30 June 2020 at the current contract price.

In the interests of meeting the expectations of residents for more flexibility in the hard waste service, the possibility of introducing a second hard waste collection paid by the user has been investigated. The second collection is not an entitlement within the waste service charge but a user paid optional service that residents may choose to avail. After considering the merits and demerits of introducing such a service, it is recommended that a second hard

waste collection service be introduced as a trial during the extension period from 1 July 2019 to 30 June 2018.

Strategic Alignment

This report specifically addresses the following priorities of the Hobsons Bay 2030 Community Vision:

Priority 5: Activate sustainable practices

This report specifically addresses the following goals and objectives of the Council Plan 2017-21:

Goal 3: A well designed, maintained and environmentally sustainable place

- 3.4 Maintain a clean city and encourage the community, business and industry to reduce, reuse and recycle

Goal 4: A Council of excellence

- 4.1 Collaborate with all levels of government, service providers, not for profit organisations and the private sector to address the concerns of our community
- 4.2 Be a more efficient and effective organisation by having a strong focus on continuous improvement, innovation, strategic planning and responsible financial management

This report also aligns with Council's Waste and Litter Management Plan (under review) specifically the continuation of the hard waste collection service.

Policy and Previous Council Reports

On 23 October 2013 Council resolved to enter Contract 2014.01 and delegate to the Chief Executive Officer authority to negotiate and approve extensions that are less than 20 per cent variation. A second hard waste collections was considered during the evaluation of the tender for this current hard waste collection contract with FSW, however the Tender Evaluation Panel at the time recommended against this model. Experience from other councils at the time suggested that the second collection is more likely to be taken up by the same households that used the service in the first instance. Even though opportunity exists for all households to access hard waste collection now, availing the service by a minor group was considered inequitable.

As the contract variation with the second hard waste collections is greater than 20 per cent, Council needs to formally consider the contract variation to comply with its Procurement Policy. Council's Tender Board considered this matter on 15 August 2018 and resolved to support the variation to the contract.

This contract extension or variation will not have implications for the content or scope of Council's Waste Service and Charge Policy or Waste Management Financial Reserve (the Reserve) Policy. The total contract value will be higher than Chief Executive Officer's delegation authority of \$500,000 and therefore requires Council approval.

Legal/Statutory Obligations/Risk

Council is contractually obligated to provide three months notice prior to the contract expiring to FSW whether Council intends to extend the contract beyond 30 June 2019 or to retender.

FSW is able to seek a variation to the contract price during a tender but recent discussions suggests it is unlikely. If they did a further evaluation would have to be undertaken and consideration by Council.

Previous legal advice sought by Council for an extension of the garbage, recycling and green waste collection contract with Cleanaway suggested that Council can only extend a contract for the period that an extension is for. The hard waste collection contract extension option is two one year extensions. Therefore, Council can extend for one year and will need to review the contract again before June 2020.

The contract review report contains commercially sensitive information and should be treated as commercial in confidence information.

Financial and Resource Implications

The total cost of hard waste collection service in 2017-18 was \$473,000. The cost is subject to the number of collections each year and increases in the consumer price index (CPI).

There was a 5.5 per cent increase in contract costs annually during the last four years. With this rate of increase, the total cost of hard waste collection for 2018-19, including the expected increase in CPI, would be approximately \$499,000. The contract extension to June 2020 would be approximately \$527,000 in 2019-20.

Council's budget for the hard waste collection service in 2018-19 is \$500,000. Council's budget for 2019-20 would consider the service growth.

If 1,700 households used the second collection this would increase the value of the contract with FSW by \$93,000 which equates to 18 per cent of the annual contract value. A second user paid hard waste collection would be cost-neutral to Council. Council would charge the contract costs plus an administration fee. This would result in an overall expected \$627,000 contract price, subject to take up by residents.

Environmental/Social/Economic Impacts

During tendering Council introduced enhanced requirements for recycling in its current hard waste collection service. Currently FSW use a tray truck for the collection of recyclable items such as electronic waste (e-waste) and mattresses. E-waste is collected and recycled by National Television and Computer Recycling Scheme (the Scheme) approved recyclers. Other items are collected in a compactor but are taken to a materials recovery facility for further separation before landfilling. Approximately 67 per cent of Council's hard waste materials are currently recycled and the service is provided at a very competitive price.

Results from Council's Annual Community Satisfaction Survey 2018 shows that 80 per cent residents are either satisfied or very satisfied with Council's hard waste collection service. Council's customer service data shows that during the last four years, the contractor was able to attend to 95 per cent of customer enquiries within the required time.

Given that Council does not operate a transfer station or a drop off facility, the hard waste collection service is a key service the community relies on for disposal and recycling of household items. The introduction of a user paid second collection service would provide additional options and flexibility to the community if they had exhausted their entitlement that is included in the waste service charge.

Consultation and Communication

A benchmarking survey was undertaken of approximately 30 metropolitan Councils in May 2018. Information from recently advertised hard waste collection tenders was also collected. FSW were also consulted on their interest in an extension.

Officer Declaration of Conflict of Interest

Section 80C of the *Local Government Act* 1989 requires members of Council staff and persons engaged under contract to provide advice to Council, to disclose any direct or indirect interest in a matter to which the advice relates.

Council officers involved in the preparation of this report have no conflict of interest in this matter.

8.4 Infrastructure and City Services

8.4.1 HD Graham Reserve Master Plan Draft Concept

Directorate: Infrastructure and City Services

Councillor Portfolio: Active and Inclusive Communities - Cr Michael Grech and Cr Peter Hemphill

Appendices: 1 HD Graham Reserve Draft Master Plan

Purpose

To update Council on the development and content of the draft HD Graham Reserve Master Plan and seek approval to place the draft concept on public exhibition.

Recommendation

That Council

1. Approve the draft HD Graham Reserve Master Plan for public exhibition.
 2. Receive a further report following the public exhibition period.
-

Summary

This report provides an update on the HD Graham Reserve Draft Master Plan and seeks approval to proceed to public exhibition. The HD Graham Reserve Draft Master Plan including the findings from the analysis of the previous research and preliminary consultation is attached to this report. (Appendix A)

The development of this draft master plan has included:

- a review of background documents, including Council strategies and the Altona Sports Centre Redevelopment designs
- a review of existing site conditions and
- preliminary engagement with key stakeholders.

Background

H.D. Graham Reserve is a 19.1 hectare site in Altona Meadows which acts as the entrance to the Truganina Park, 100 Steps of Federation and Cheetham Wetlands. H D Graham Reserve was the site for the Altona Landfill until February 1998.

The Reserve is bordered by Truganina Park, the former Altona landfill to the south, Queen St to the north, residential properties along the western side of the reserve and Laverton Creek floodway on the east. HD Graham is Crown Land which is zoned - Public Park and Recreation zone and Hobsons Bay Council is the delegated Committee of Management.

The Laverton Creek Shared Trail is located on the eastern side of the reserve which connects to the Coastal Trail and a shared user pathway is located on the western boundary linking access to Altona Meadows. Andrew Park Drive provides access through HD Graham Reserve which leads to Truganina Reserve to the south. Andrew Park Drive, via Queen Street, is the only vehicle entry/exit point to the reserve.

The Reserve is serviced by three asphalt car parks either side of Andrew Park Drive. The Reserve also comprises the Altona Sports Centre, a BMX track, skate park, 2 tennis courts and public toilets. The Altona Sports Centre is one of Hobsons Bay emergency relief centres.

City West Water's Altona Treatment Plant is located opposite H.D. Graham Reserve north of Queen Street. Infrastructure from the treatment plant is located on the western boundary of the reserve for the purposes of providing treated water for reuse at Sanctuary Lakes.

HD Graham is one of the three remaining undeveloped Council owned properties, zoned PPRZ. The others being north of Laverton Creek and AB Shaw Reserve, south of the railway line and Fell Reserve Altona.

Discussion

Through review of the previous research and engagement with stakeholders a number of key themes have been identified throughout the master plan development phase. These have been captured together with the proposed master plan response as follows:

<i>Item/theme</i>	<i>Issues/opportunities identified</i>	<i>Proposed response/s</i>
Pedestrians /cyclist access	Increasing vehicle movements through the site due to recreation facility developments have the potential to reduce pedestrian amenity.	<ul style="list-style-type: none"> • creation of pedestrian priority crossing points in safe and convenient locations and within low-speed shared zones. • formalisation of an accessible shared pathway network throughout the reserve • improved links between Queens Road and the facilities and surrounding destinations including Truganina Park, 100 Steps of Federation, Queen of Peace and the residential zones of Altona Meadows.
Biodiversity	The site includes and adjoins indigenous vegetation and valuable habitat. There is an opportunity for these assets to be highlighted, expanded, and better integrated into the function of the site.	<ul style="list-style-type: none"> • identification of a potential location for a Wetland Education Centre. • creation of vegetated buffers around significant areas to ensure protection and to reduce public risk (eg. limb drop on old trees). • creation of a pathway network and viewing nodes (including interpretive signs), to encourage visitors to engage with the natural features of the site. • creation of an ephemeral wetland providing suitable habitat for the endangered Altona Skipper Butterfly. • identification of areas within the reserve for further indigenous vegetation to encourage and protect native habitat.

Playing fields	The site includes large and underutilised mown grass areas, providing opportunity for community recreation access.	<ul style="list-style-type: none"> • siting of flexible multi-purpose playing fields suitable as an overflow training venue. • amenities pavilion to support the playing fields. • sportsground floodlighting.
Skate and BMX	There is an opportunity to expand and improve the existing skate and BMX facility.	<ul style="list-style-type: none"> • expansion of the existing skate facility. • addressing the surface issues with the existing BMX jumps facility that is currently limiting its use. • improvements to user amenity including additional.
Play space	There is an opportunity to expand the play space facilities to complement the nearby skate and BMX facilities	<ul style="list-style-type: none"> • a new play space is proposed in close proximity to the skate facility expanding the informal recreational options for families. • the location of the play space within the reserve is easily accessible.
Water	Opportunity to achieve environmental sustainability outcomes.	<ul style="list-style-type: none"> • investigation of the use of recycled water from the neighbouring water treatment facility to irrigate the proposed playing fields. • proposals to incorporate swales and raingardens to capture and treat water runoff and irrigation overflow. • space identified for a potential wetland.

Reflecting Council strategies, sustainability initiatives have been considered in the development of the master plan. Key initiatives are highlighted within the Environmental Sustainable Design Initiatives Plan within the master plan report.

A community proposal for the development of a Wetland Education Centre has been considered as a part of the master plan preparation. The preferred location for the Centre as identified by the Hobsons Bay Wetlands Centre group is in the south-eastern corner of the site. The location provides accessible viewing points to Laverton Creek and into the Cheetham Wetlands. Further investigations need to be undertaken to determine the viability of this location within the Reserve and for the establishment of the Centre.

Strategic Alignment

This report specifically addresses the following priorities of the Hobsons Bay 2030 Community Vision:

Goal 3: A well designed, maintained and environmentally sustainable place

- 3.2 Deliver and maintain well-designed, accessible and environmentally sustainable community assets

Policy and Previous Council Reports

Several Council plans and policies have been considered in the development of the draft master plan for H D Graham Reserve including the Sports Facility Needs Analysis, Open Space Strategy and Hobsons Bay 2030.

Legal/Statutory Obligations/Risk

The HD Graham Reserve site formed a part of the Truganina Explosives Reserve between 1901 and 1962. Further investigations would need to be undertaken to confirm the locations and volumes but it is understood contamination on site comprises volatile organic compounds and asbestos. Future works at the site resulting from master plan recommendations will require additional investigations and contaminated soil management plans.

Financial and Resource Implications

The cost estimate for the implementation of the draft master plan is \$6M which includes the design development, sportsground development, sports pavilion, shared pathway network, landscaping, BMX and skate park

upgrades, a new play space, water sensitive urban design initiatives, site remediation and preparation.

The construction of the Wetland Centre and the wetland have not been costed. A feasibility investigation into the Wetland Centre is scheduled for 2019/2020 and costs would be determined as a part of this feasibility. It is anticipated, if both the Wetland Centre and wetland development are deemed feasible a range of external authorities and community groups would partner to achieve these items.

Environmental/Social/Economic Impacts

In November 2007 Council committed to reducing greenhouse gas emissions from its own operations to become carbon neutral by 2020 and assisting the local community to do the same by 2030. Strategies to achieve these goals include reducing energy use through sustainable design for new buildings and infrastructure, integrated water cycle management, water sensitive urban design and sustainable landscapes. Council's commitment to these goals has been considered through the development of the HD Graham Master Plan. Specific environmental sustainability initiatives included in the master plan include the collection, treatment and reuse of stormwater, increased vegetation and areas for habitat protection and ESD principles will be applied through the implementation of the works from the master plan.

Consultation and Communication

Following approval of the draft master plan, a community engagement process will be undertaken including public display of the plans, consultation events and an online survey. Community consultation is proposed to commence in March and a further report will be tabled with Council in June 2019.

Officer Declaration of Conflict of Interest

Section 80C of the *Local Government Act* 1989 requires members of Council staff and persons engaged under contract to provide advice to Council, to disclose any direct or indirect interest in a matter to which the advice relates.

Council officers involved in the preparation of this report have no conflict of interest in this matter.

8.4.2 Contract 2018.86 Construction of Epsom Street Reserve, Laverton

Directorate: Infrastructure and City Services

Councillor Portfolio: Active and Inclusive Communities - Cr Michael Grech and Cr Peter Hemphill

Appendices: Nil

Purpose

To award Contract 2018.86 for the construction of the Epsom Street Reserve, Laverton.

Recommendation

That Council award Contract No. 2018.86 for the construction of the Epsom Street Reserve, Laverton to JMAC Constructions Pty Ltd at a fixed lump sum price of \$1,161,703.55 (incl. GST).

Summary

Council received one submission to a tender which was advertised to construct a new community reserve at Epsom Street, Laverton.

A report was presented to the Hobsons Bay Tender Board on 16 January 2019 recommending to award the tender to JMAC Constructions Pty Ltd for the construction of Epsom Street Reserve, Laverton.

Background

In 2014 Council purchased the former Laverton Primary School site in recognition of the need for additional open space and affordable housing in Laverton.

In 2016 Council commenced preliminary investigations into the Epsom Street site with regard to the development of a community reserve and an affordable housing model for Council's consideration.

Minor upgrade works, including a temporary basketball court and seating, were undertaken in 2016-17, to enable local community access and use of the space. Preliminary site investigations including a feature survey, geotechnical and vegetation assessments were also undertaken.

The construction contract scope of works includes supplying of all labour, supervision, materials and equipment necessary to construct the Epsom Street Reserve, Laverton open space project as per the approved design.

Discussion

A public tender process was conducted opening on 1 December 2018 and closing 21 December 2018. Thirteen (13) companies downloaded the tender documents and one (1) tender submission was received at the close of tender.

The Tender Evaluation Panel reviewed the tender submission based on the defined evaluation criteria. The Panel agreed to interview the one tenderer.

The tender interview was held with JMAC Constructions Pty Ltd on 10 January 2019. At the interview JMAC Constructions Pty Ltd confirmed their availability to start works on site mid-March 2019 with completion to occur end of August 2019.

At the conclusion of the interview the tender panel re-scored the tenderer submission based on the assessable evaluation criteria. The panel recommends awarding the project to JMAC Constructions Pty Ltd based on price, demonstrated experience, capacity and resources to undertake the works and their proposed project methodology.

JMAC Constructions have completed the recent playground upgrade projects at Brooklyn Reserve and GH Ransom Reserve for Council. Both projects were completed on time and on budget to a high standard of quality.

Strategic Alignment

This report specifically addresses the following priorities of the Hobsons Bay 2030 Community Vision:

Goal 1: An Inclusive, Resilient and Healthy Community

- 1.2 Deliver, support and facilitate projects and programs that encourage equity and diversity, so everyone can reach their full potential

Policy and Previous Council Reports

The awarding of contract 2018.86 through a public tender process complies with Council's Procurement Policy and is consistent with the Hobsons Bay Open Space Strategy.

Legal/Statutory Obligations/Risk

The awarding of contract 2018.86 through a public tender process complies with section 186 of the *Local Government Act* 1989, which stipulates that a Council must publically advertise and invite tenders for services over the value of \$150,000 as fixed by an Order in Council.

Financial and Resource Implications

The project is included in the 2018-19 Capital Works Program.

The total project budget over two (2) financial years is \$1,885,000 excluding GST. There is \$1,085,000 (ex GST) in the 2018-19 Capital Works Program, and an allocation \$800,000 (ex GST) in the 2019-20 Draft Capital Works Program to complete construction including a new public toilet facility.

Environmental/Social/Economic Impacts

A site specific investigation report has been undertaken as well as a soil contamination assessment.

Site management requirements have been identified and incorporated into the contractor's obligations under this contract.

Upon the completion of the contract works, the maintenance and establishment of the new reserve will be undertaken by Council's Parks team for the first 12 months.

The construction works will be covered by a 12 months Defects Liability Period within the contract.

Consultation and Communication

The tender was publicly advertised within The Age on 1 December 2018.

The tender evaluation report for contract 2018.86 was presented to Council's Tender Board on 16 January 2019. The Tender Board agreed with the tender evaluation panel's recommendation to award the contract to JMAC Constructions Pty Ltd subject to Council approval.

Officer Declaration of Conflict of Interest

Section 80C of the *Local Government Act* 1989 requires members of Council staff and persons engaged under contract to provide advice to Council, to disclose any direct or indirect interest in a matter to which the advice relates.

Council officers involved in the preparation of this report have no conflict of interest in this matter.

9 Delegates Report

Directorate: Corporate Services

Purpose

To consider reports by Councillors who have been appointed as delegates to Council and community committees.

Recommendation

That Council receive and note the recent Delegates Report.

Delegates Report - Metropolitan Transport Forum Councillor Delegate: Cr Jonathon Marsden

Date of Meeting: 5 December 2018

Councillor Delegate: Cr Jonathon Marsden

Greg Day from Edunity provided a summary of transport themes emerging from the 14 pre-election forums and the transport commitments from the state election campaign. Buses were widely discussed at the earlier pre-election forums but became less prominent as rail-focused commitments were made. The Liberal National Party policy announcement on the last day of campaigning to provide \$70 million for more, better connected, and enhanced bus services across Melbourne was also noted. It was considered that the announcement of the Suburban Rail Loop, which was very well received, was the turning point of the election campaign as far as transport was concerned. The most relevant commitment for Hobsons Bay was the Airport Rail Link.

The Grattan Institute's analysis of transport commitments during the Victorian Election: *Eight charts that explain Victoria's transport election* was also discussed. Transport commitments were especially high consisting of more than A\$160 billion worth of projects in total including A\$95 billion from Labor and \$65 billion from the Coalition. This analysis also highlighted that many projects were only commitments to business cases rather than projects themselves. The major parties continued to commit to projects that have either not been considered or have not been endorsed by Infrastructure Australia and Infrastructure Victoria.

Advocacy

The 'Billions for Bus' advocacy program will recommence in 2019 and will focus on building champions for increasing bus funding. Strategies for advocacy going forward were also discussed with agreement that advocacy will likely have to align with the new Labor Government's current commitments in the short term.

10 Notices of Motion

10.1 Notice of Motion No. 1208 – Condolence - Venerable Bill Beagley

Cr Angela Altair has given notice of the following:

“That Council extend its condolences to the family, friends, parishioners of Holy Trinity Anglican church Williamstown and the wider Anglican Diocese on the recent loss of Venerable Bill Beagley, who was Vicar at Holy Trinity for eight years, and record its appreciation for the significant contribution Rev Beagley made to the spiritual and social wellbeing of the Hobsons Bay community particularly his strong leadership in promoting social and religious harmony through the Hobsons Bay Interfaith Network and MCing the annual interfaith Come Dine with Me Dinner.”

11 Supplementary Public Question Time

Supplementary public question time provides an opportunity for the public to ask questions directly related to items on the agenda that have arisen during the evening's proceedings.

Where it is not possible to provide a response during the meeting, a written response to the question will be provided promptly.

Written public questions received during the Council meeting that are not related to items on the agenda will be taken on notice and responded to in writing by the appropriate Council officer, or referred to the next Ordinary Council meeting for a public response if so requested by the questioner.

12 Urgent and Other Business

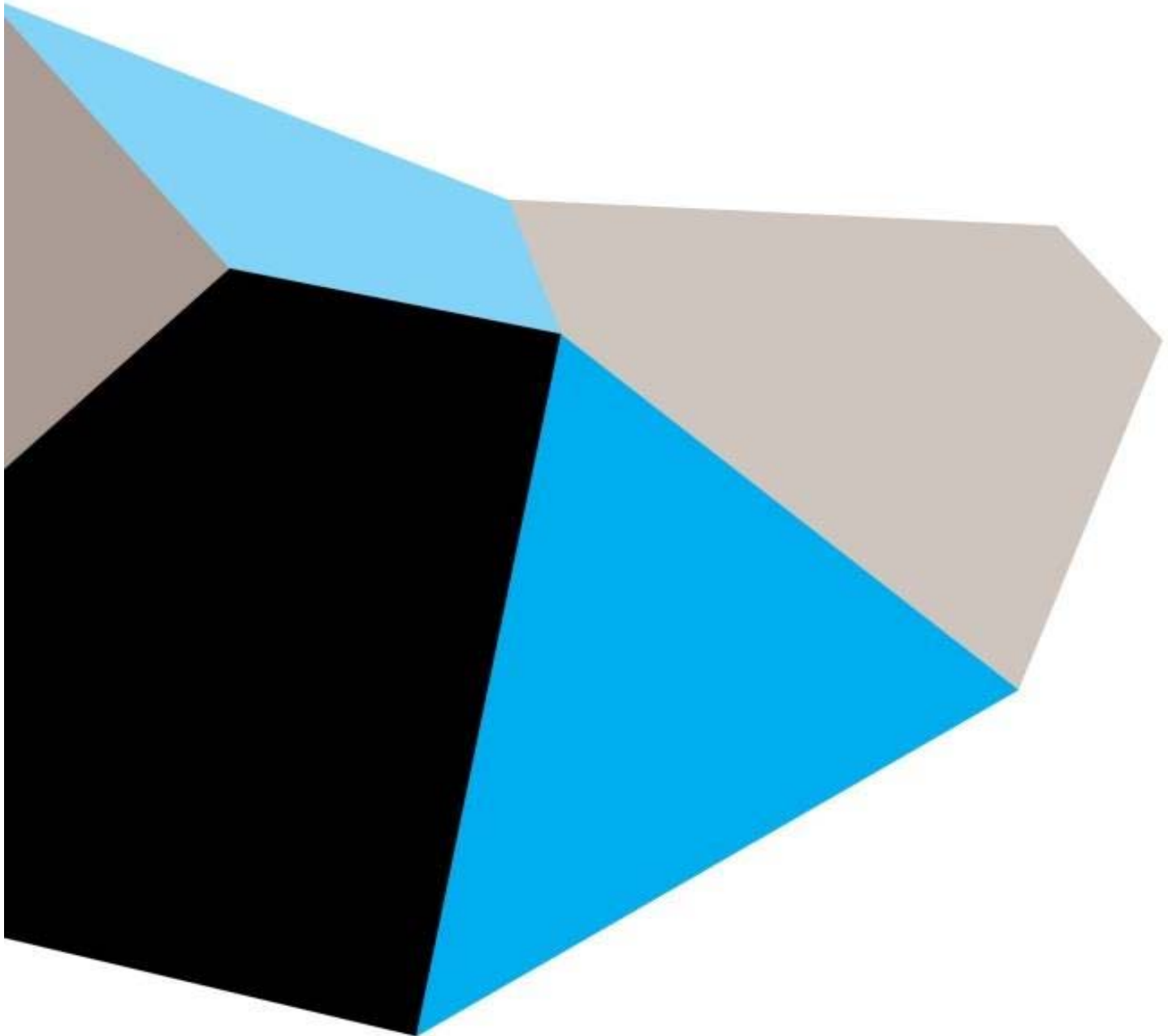
13 In Camera Business

Recommendation

That Council considers the confidential report listed below in a meeting closed to the public in accordance with Section 89(2) of the *Local Government Act* 1989:

13.1 Community Care Tender - In-home Support Services

This report is considered confidential under s89(2)(a), (c) and (d) of the *Local Government Act* 1989 as it relates to personnel matters, industrial matters and contractual matters.



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