



# Ordinary Council Meeting Minutes

Tuesday 9 April 2019

Council Chamber  
Hobsons Bay Civic Centre  
115 Civic Parade, Altona

**HOBSONS  
BAY CITY  
COUNCIL**



## THE COUNCIL'S MISSION

We will listen, engage and work with our community to plan, deliver and advocate for Hobsons Bay to secure a happy, healthy, fair and sustainable future for all.

## 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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**Minutes of the Council Meeting Held on Tuesday 9 April 2019 at 7.00pm in the Council Chamber, Hobsons Bay Civic Centre, 115 Civic Parade, Altona.**

**PRESENT**

**CHAIRPERSON:**

Cr Jonathon Marsden (Mayor)

Strand Ward

**COUNCILLORS:**

Cr Angela Altair

Strand Ward

Cr Peter Hemphill

Strand Ward

Cr Sandra Wilson

Cherry Lake Ward

Cr Colleen Gates

Wetlands Ward

Cr Michael Grech (Deputy Mayor)

Wetlands Ward

**OFFICERS:**

Mr Aaron van Egmond

Chief Executive Officer

Ms Penelope Winslade

Director Sustainable Communities

Mr Sanjay Manivasagasivam

Director Infrastructure and City Services

Mr Andrew McLeod

Director Corporate Services

Ms Diane Eyckens

Manager Governance and Local Laws

Ms Jennifer Legge

Acting Manager Communications and Community Engagement

Ms Martina Simkin

Governance Advisor/Minute Secretary

## 1 Council Welcome

The Chairperson welcomed members of the gallery and acknowledged the people of the Kulin Nation as the traditional owners of this land.

## 2 Apologies

### Motion

Moved Cr Michael Grech, seconded Cr Sandra Wilson:

That Council receive and accept an apology on behalf of Cr Tony Briffa.

Carried

## 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.

**Cr Wilson declared an interest in Item 8.2.1 Proposed Annual Budget which contains a budget allocation to the Hobsons Bay Wetlands Centre. Cr Wilson is a member of the working group.**

## 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 12 March 2019 (copy previously circulated).

### Motion

Moved Cr Colleen Gates, seconded Cr Sandra Wilson:

That the minutes of the Ordinary Council Meeting of the Hobsons Bay City Council held on 12 March 2019 be confirmed.

Carried

## 5 Councillors' Questions

**Cr Peter Hemphill** noted that the three light poles in Paine Reserve, Newport which were to be removed in September 2016 when the Newport Hub was opened, still remain. **Cr Hemphill** enquired as to what Council is doing to get Jemena to remove the poles as previously agreed?

Sanjay Manivasagasivam, Director Infrastructure and City Services, advised that Council is working closely with Jemena regarding removal of the three power poles. Council is currently waiting for a cost estimate for the works and then the removal process can begin.

**Cr Angela Altair** referred to the Reading Tree at the Altona Gate Shopping Centre which provides free books to patrons of the shopping centre. The project is set to close in May, however requests have been received from the community to extend the project. **Cr Altair** asked if officers could look into extending the project.

Penny Winslade, Director Sustainable Communities, took on the question on notice and agreed to follow up the matter.

**Cr Angela Altair** raised concerns by organisers of the Step into Life fitness program regarding issues with the spaces they are allowed to use within the municipality and asked if officers can look into resolving the matter?

Sanjay Manivasagasivam, Director Infrastructure and City Services, advised that he would work with his team to find a solution.

**Cr Wilson** raised concerns regarding the school crossing on Maidstone Street, Altona outside Mount St Joseph's College where a student was recently hit by a car. **Cr Wilson** noted that Council has been advocating with VicRoads regarding the safety of the crossing and asked whether works will be done to make the area safer, and if so when those works will be complete?

Sanjay Manivasagasivam, Director Infrastructure and City Services, advised that Council is aware of the safety issues associated with the crossing and that Council is working with VicRoads to develop a solution. Council will consult with the relevant stakeholders regarding the proposed design and options, and it is expected that the works will be completed in the next few months.

## 6 Public Question Time

Rowena Joske

**Q. Under the Sports Facility Needs Analysis, HBCC plans to secure land within Precinct 15 to develop multiple sports ovals and to consolidate users of three existing soccer fields into this space, from other parts of Hobsons Bay. The endorsed Open Space Strategy says that Altona North is already over dominated by sports ovals and makes it clear that open space in Precinct 15 is provided for a new community and not to meet existing demands. Can it be explained why council is planning to use Precinct 15's open space for the purpose of benefiting sports clubs in other parts of Hobsons Bay, and not to meet the open space needs of the new residents in the Precinct 15 community?**

**A.** The Development Plan for Precinct 15 includes the establishment of both formal sports grounds and facilities as well as public open space for the purposes of informal unstructured recreation. The area and type of space outlined in the Development Plan was determined to support the needs of the residents within Precinct 15.

The Sports Facilities Needs Analysis determined current demands and provision gaps across a range of sports and it also identified that additional spaces will be required to cater for future needs and the projected growth across Hobsons Bay. Community sport and recreation facilities within Hobsons Bay are available to all residents.

Rowena Joske

**Q. The Development Contribution Plan for Precinct 15 allocates \$5.6 million to sporting reserve projects in precinct 15. As documented in the Planning Panel Report, the Victorian Planning Authority, considered that use of the central park dominated by an active sports reserve would not be of benefit to the community. Supported by panel the VPA, considered there was "sufficient flexibility for Council to develop an active recreation facility, or equivalent, of its choosing". That is, this money does not need to be spent on, yet another, sports oval and sports pavilion in this area. What process is Council following to consider and consult on what active recreation facilities, or equivalent, will be the best use of the open space in this new Altona North community?**

**A.** Following the endorsement in late 2018 of the both the Sports Facilities Needs Analysis and the Hobsons Bay Open Space Strategy, Council is working through the implementation plans. Specific to the future planning and design development of Precinct 15 and consistent with Council's typical project development processes, community engagement and consultation will be undertaken.

Due to the status of land ownership, Precinct 15 will be developed over a number of years and subsequently further assessments would be undertaken to ensure the planning is pertinent to the needs of the community.

Rowena Joske

**Q. Council has recognised the need and desire for community gardens and facilities in Hobsons Bay. Most recently this is noted in the Open Space, draft Climate Change Adaptation and draft Waste and Litter strategies. Precinct 15 residents will not have much space for private gardens and trees. Will community gardens and garden pavilions be considered as an active recreation facility or equivalent use for the Development Contributions Plan's \$5.4 million sporting reserve allocation?**

- A. Through the planning phase of these facility developments, community engagement will be undertaken. This provides the community with the opportunity to express their thoughts and aspirations.

**Patrick Lenagh**

- Q. I am not happy that there are plans to name the Newport Athletics Track after Peter Norman. What did he ever do to help athletics in Williamstown or Hobsons Bay? He only lived in the area for a short time. Who came up with this idea? Why is the recognition of Peter Norman being forced onto a group he never represented?**

- A. A request to rename the Newport Athletics Track after Mr Peter Norman was received by Council. Council was obliged to consider the request. Mr Norman worked for a time in Williamstown and was a resident of the municipality. The proposal to rename the Newport Athletics Track after Mr Norman was designed to recognise his contribution to human rights in sport and honour the price he paid following his stand at the Mexico Olympics in 1968.

Council decided to put the proposal out for public consultation. A number of submissions have been received. The submissions will be considered at the next Council meeting.

**Helen Lenagh**

- Q. Why is not public knowledge who (people or group) have proposed to call the Newport Athletics Track after Peter Norman?**

**This proposal is very insulting to the people who worked for many years to get this community asset.**

**Why are these people being ignored? These are the real forgotten people in this exercise.**

- A. The proposal to name the Newport Athletics Track was referred to Council by the office of the former Member of Parliament, the Hon Wade Noonan following submissions to his office.

Council is mindful of the many people in the municipality who contribute to the community.

Council have publically consulted as widely as possible on the proposal to obtain submissions from members of the public. All the submissions received will be considered by Council at the next Council meeting

**Trish Dykes**

- Q. I have been researching Peter Norman's involvement in athletics and his involvement in the human rights movement. My research reveals that Peter ran for the East Melbourne Harriers club and the only involvement in the human rights movement seems to be the acceptance of his Olympic silver medal wearing an OPHR badge to support his fellow athletes. I have not found any evidence he was involved in any real on-going human rights work or had any involvement in Williamstown athletics. Has the Council done any research that supports this application? If so, can you please direct me to the sources that**



**support any significant contribution to our community so I can understand this move to rename the Newport Athletic Track to the Peter Norman Athletic Track?**

- A. The decision to consider the renaming of the Newport Athletics track was based on a request from The Hon Wade Noonan MP. Council staff reviewed the information provided and verified the information from publically available sources. Council considered that the submissions had sufficient merit to warrant the proposal being put out to public consultation. Submissions have been received and will be considered by Council at its next Council meeting.

**Trish Dykes**

- Q. My research has shown that Peter Norman never had anything to do with establishing the Newport Park Athletics Track and was not involved in athletics in Williamstown. He competed for East Melbourne Harriers. If the proposal is because he was a Williamstown resident for some of his adult life, and the Council is keen to acknowledge this, why not register his house as significant and have a suitable plaque placed on the property OR place a plaque at the Williamstown Town Hall or Library so that all members of the community can relate to the fact that Peter Norman was a Williamstown resident? Wouldn't this be more relevant? Has this been given any consideration?**

- A. Council received a request which it is obliged to consider. The request specifically requested that the Newport Athletics Track name be changed. The request was not in terms of naming other localities. Council has received submissions in respect to the proposed name change and will consider the proposal and the submissions received at its next Council meeting.

**Trish Dykes**

- Q. I have sent a letter to the CEO of the Council regarding the re naming of the Newport Athletic Track to the Peter Norman Athletic Track. When can I expect a response to my letter?**

- A. A letter was received on 8 March 2019. The letter was addressed to the CEO and treated as a submission. It will be considered by Council at the next Council meeting along with all the submissions received.

**Granton McKay**

- Q. What consideration was given to the proposed naming of the Newport Athletics Track? I have not seen who was considered or why other than a knee jerk reaction to a couple of press articles.**

**There are several local people who toiled long and hard for athletics in the local area and they should be recognised.**

**Graeme Morrish was largely responsible for obtaining the top class facility at Newport and it should be named after him.**

**Peter Norman had almost Zero Involvement with athletics in the Williamstown area.**

- A. Council received a request which it is obliged to consider that specifically the Newport Athletics Track name be changed. The request was made by the former Member of Parliament, Mr Wade Noonan's office. Council considered that the proposal had sufficient merit to consult with the community about the proposal. Council has received

a large number of submissions both for and against the proposal and will consider the submissions at its next Council meeting.

## **7 Petitions/Joint Letters**

### **7.1 Petition - Request to Return East Hansen Street to Newport**

**Directorate:** Corporate Services

**Councillor Portfolio:** Not applicable

**Appendices:** 1 Supporting Information - Return Hansen Street East to Newport

#### **Purpose**

To receive a petition, containing 64 signatories, requesting that Newport's western boundary be brought back to the middle of Hansen Street.

#### **Motion**

**Moved Cr Angela Altair, seconded Cr Sandra Wilson:**

**That Council:**

- 1. Receive and note the petition requesting that Newport's western boundary be brought back to the middle of Hansen Street.**
- 2. Receive a further report on this matter at a future Council Meeting.**

**Carried**

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#### **Summary**

The petition was received on 29 March 2019, and reads as follows:

"This petition requests that Newport's western boundary be brought back to the middle of Hansen Street, bringing it into line with its historical location; Australian Bureau of Statistics Boundaries (multiple); Hobsons Bay's garbage collection boundaries; Hobsons Bay New Residential Zones and Character Precincts and local residents' wishes.

We, the undersigned, are concerned citizens who urge our leaders to act now to return East Hansen Street to Newport."

## 8 Business

### 8.1 Office of the Chief Executive

#### 8.1.1 Chief Executive Officer - Report on Operations

**Directorate:** Office of the Chief Executive

**Councillor Portfolio:** Not applicable

**Appendices:**

- 1 Chief Executive Officer - Report on Operations - March 2019
- 2 Assembly of Councillors (AOC) - Ordinary Council Meeting 12 March 2019
- 3 AOC - Williamstown Newport Angling Club Jetty Refurbishment Proposal - 12 March 2019
- 4 AOC - Environmental Sustainability Portfolio Advisory Committee - 14 March 2019
- 5 AOC - Smart Cities Portfolio Advisory Committee - 14 March 2019
- 6 AOC - Councillor Briefing Session (CBS) 19 March 2019
- 7 AOC - CBS 2 April 2019

#### Purpose

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

#### Motion

**Moved Cr Angela Altair, seconded Cr Michael Grech:**

**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 12, 14 and 19 March 2019 and 2 April 2019.**

**Carried**

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#### Summary

The attached CEO's Report on Operations provides Councillors and community a regular update from the CEO 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.

## 8.2 Corporate Services

### 8.2.1 Proposed Annual Budget 2019-20

<b>Directorate:</b>	Corporate Services
<b>Councillor Portfolio:</b>	Not applicable
<b>Appendices:</b>	1 Proposed Annual Budget 2 Proposed Fees & Charges 3 Detailed Capital Works

### Purpose

To present to Council the Proposed Annual Budget for the 2019-20 financial year in accordance with section 127 of the *Local Government Act 1989* (the Act).

### Motion

Moved Cr Colleen Gates, seconded Cr Peter Hemphill:

That Council:

1. Prepare and place on public exhibition the Proposed Annual Budget 2019-20 provided in the appendix and in accordance with the *Local Government Act 1989*.
2. Authorise the Chief Executive Officer to:
  - a) Give public notice of the preparation of the Budget in accordance with the *Local Government Act 1989*.
  - b) Make available for public inspection the information required by Regulations 9 and 10 of the *Local Government (Planning and Reporting) Regulations 2014*.
3. Consider and hear any comments received in accordance with section 223 of the *Local Government Act 1989* at the Ordinary Meeting of Council to be held on 11 June 2019.

Carried

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### Summary

The Proposed Annual Budget 2019-20 is appended to this report, including proposed fees and charges and a detailed list of capital works.

The budget is premised on an operational surplus of \$26.773 million. Operating surpluses are required to ensure that Council remains financially viable to fund current and future commitments, including the Capital Works Program. After funding capital works and other non-operational items or non-cash items, a balanced financial (rate determination) result has been calculated.

Council proposes to increase its general rates by 2.47 per cent, in accordance with the State Government rate cap legislation and Council's commitment to reduce its rate increase by 0.03 per cent to compensate for the previous year's immaterial non-compliance (an average of 75 cents per property). Waste service charges, which are exempt from the rate cap, have been increased by an average of 2.56 per cent and are based on the cost to provide the service.

This year's rates will be based on new 2019 valuations, meaning rate increases will vary across the differential rating categories and individual properties. Residential property valuations have decreased slightly, whilst there has generally been a slight increase to the non-residential sector.

There is a common misconception that as properties are revalued, Council receives a 'windfall gain' of additional revenue. This is not the case, as the revaluation process results in a redistribution of the rate burden across all properties in the municipality. Total income from rates (excluding waste service charges) is determined by the rate cap. In simple terms, as property values increase, the rate in the dollar is reduced.

Whilst the 2019-20 operational surplus is a strong result, it should be noted that surpluses are expected to decline in the next few years of the Long Term Financial Plan (LTFP).

There is also a shortfall in the amount of funding available for the ten year Capital Works Program, when compared to the limitations of the LTFP. Whilst Council is working to reduce this funding gap, there has been a need to adjust the capital program in-line with the current financial limitations. There is therefore a significant number of projects that remain unfunded at this point in time.

When compared to previous financial plans, current and projected income has been dramatically reduced as a result of rate capping. Additionally, there is limited movement predicted in relation to income funding streams such as contributions, operating grants, user charges and fees.

Council has a strong history of being financially sustainable and managing service delivery within its means. As revenue constraints outside of Council's control are applied and as the level of organisational maturity increases in the area of asset management, a higher degree of work is required on service planning. This work should ensure that Council remains in a reasonable financial position throughout the duration of its LTFP and delivers the most relevant mix of services to support the Hobsons Bay community.

## **Background**

The annual budget process commenced in September 2018 when Council undertook its 2019-20 pre-budget consultation providing an opportunity for community members to submit their ideas. The proposed budget brings together all of the elements that have influenced its development including:

- community consultation process
- strategic priorities
- Capital Works Program
- Borrowing strategy
- Rating strategy and rate modelling
- operational budget

- Fees and charges

## Discussion

In preparing this coming years budget, effort has been taken to maintain service levels as much as possible. Council's operational position reflects delivery of a significant number of services and has been constructed to ensure continuity of services, noting that some adjustments have been made to internal resourcing to meet needs and ensure the organisation can continue to respond to expectations.

During budget preparations significant operational savings were identified in order to fund a small number of new and appropriate initiatives. Importantly, an overall positive increase to the operating position was the focus and has been achieved through this rigorous process, which will result in better service outcomes to the community. Initiatives have been reflected in the budget document.

The proposed budget 2019-20 is the highest spend that Council has ever committed to capital works projects. The total Capital Works program will be \$56.15 million. Highlights include:

- roads – (\$4.205 million) – including the road rehabilitation program (\$2.7 million) and the road resurfacing program (\$1.25 million)
- footpaths and cycle ways (\$3.185 million) – including the shared trails upgrade program (\$1.5 million) and footpath renewal program (\$500,000)
- open space (\$16.165 million) – including parks, open space and streetscapes (\$13.67 million), recreational, leisure and community facilities (\$1.975 million) and off street car parks (\$320,000)
- buildings (\$27.17 million) – including sporting and recreational facilities (\$18.725 million), civic and community facilities (\$5.95 million), family friendly sporting facility upgrades (\$1.24 million), building renewal program (\$535,000), greenhouse strategy (\$470,000) and the public toilet program (\$250,000)
- plant and equipment (\$2.98 million) – including scheduled replacement of Council's vehicle and plant fleets (\$1.05 million), information technology (\$960,000) and library resources (\$900,000)

## 8.2.2 Annual Review of the Council Plan 2017-21 and Hobsons Bay 2030 Community Vision

**Directorate:** Corporate Services

**Councillor Portfolio:** Not applicable

**Appendices:** Nil

### Purpose

To inform Council on the annual review of the Council Plan 2017-21 and Hobsons Bay 2030 (Council's integrated Municipal Public Health and Wellbeing Plan).

### Motion

**Moved Cr Sandra Wilson, seconded Cr Angela Altair:**

**That Council note that no changes are required to the Council Plan 2017-21 and the Hobsons Bay 2030 Community Vision.**

**Carried**

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### Summary

The *Local Government Act 1989* and the *Public Health and Wellbeing Act 2008* require Council to undertake annual reviews of each of its Council Plan and Municipal Health and Wellbeing Plan respectively.

The Hobsons Bay 2030 Community Vision together with the Council Plan 2017-21 meet Council's legislative requirement for an integrated Municipal Public Health and Wellbeing Plan and subsequently, Council is required to undertake an annual review of Hobsons Bay 2030.

Council's annual service planning process, Annual Community Survey and targeted community consultation regarding projects, policies and strategies throughout the year indicate that no changes are required to the Council Plan 2017-21 or the Hobsons Bay 2030 Community Vision.

### Background

In July 2015 Council undertook a mid-term review of the Community Health and Wellbeing Plan 2013-17 (Council's previous Municipal Public Health and Wellbeing Plan). Feedback indicated that the plan required no changes; however suggested that the next health plan have a longer term focus with stronger implementation links through the four year Council Plan.

This feedback informed the development of the community vision, Hobsons Bay 2030 which, together with the Council Plan 2017-21 were developed through in-depth consultation with community, staff and stakeholders, in order to understand their needs and develop future directions for Council and the municipality.



## Discussion

The Council Plan 2017-21 is guided by the vision and priorities of the HB2030. The Council Plan includes the organisation's mission and values along with the four year goals, strategic objectives and strategic indicators for Council.

In addition to specific community consultation around projects, policies and strategies throughout the year, each year Council undertakes an Annual Community Survey. This survey interviews a statistically representative sample of residents to seek feedback on how important Council's services and facilities are to them, their level of satisfaction with these services and facilities, and any key issues facing the municipality. Results from this survey assist Council to monitor and prioritise service and infrastructure improvements as well as identify any issues that need addressing, including areas for advocacy.

As HB2030 is implemented via the Council Plan, the annual service planning process fulfils our legislative requirement to review the Council Plan and Hobsons Bay 2030 each year. Further, feedback from the community through the Annual Community Survey supports that no changes are considered necessary to the goals, objectives or indicators, as these continue to reflect the long term priorities of the community and Council (articulated in HB2030) as well as current legislation and government priorities.

### 8.2.3 Proposed Borrowing Strategy

<b>Directorate:</b>	Corporate Services
<b>Councillor Portfolio:</b>	Not applicable
<b>Appendices:</b>	1 Proposed Borrowing Strategy

#### Purpose

To present to Council the Proposed Borrowing Strategy for the 2019-20 financial year.

#### Motion

**Moved Cr Peter Hemphill, seconded Cr Colleen Gates:**

**That Council:**

- 1. Note the Proposed Borrowing Strategy 2019-20 provided in the appendix and place it on public exhibition for a period of four weeks.**
- 2. Consider a further report following the public exhibition period.**

**Carried**

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#### Summary

The attached Proposed Borrowing Strategy 2019-20 recognises that loans can be a responsible option in addressing infrastructure backlogs, delivering improved assets and services to the community and maintaining equity between those generations of ratepayers who will actually benefit from the capital investment.

In the long term, borrowing does not increase the amount of money available to spend. It allows a higher level of expenditure in a given year, however as borrowings must be repaid with interest, a reduction in expenditure is required in future years.

Council is in a reasonable financial position and is financially sustainable in the short term with reasonably low levels of debt. The Borrowing Strategy:

- recognises that existing borrowings of \$14.2 million are maintained, with no further borrowings factored into this strategy at this point
- will consider further borrowings after prioritising its 10 year Capital Works Program and in the context of conducting service reviews and considering the other options contained within this strategy

#### Background

Hobsons Bay borrowing strategies previously focused on debt reduction up until 2014-15. Rates, grants, cash and investment reserves were used to fund capital works programs. Internal and external funding, rather than borrowings were identified as important sources to fund capital works.

In 2014-15 Council decided borrowing, specifically to fund additional capital works renewal expenditure. By borrowing to fund additional renewal, ratepayers benefit from the expenditure both now and into the future, in line with the intergenerational equity principle. Low interest rates have been and are still available due to the economic climate and the Municipal Association of Victoria (MAV) Local Government Funding Vehicle (LGFV).

As the external environment continues to change, alternative revenue sources constrict and infrastructure pressures build, Council's level of borrowing has capacity to increase to support immediate needs that can then be paid for over an extended period. Any future borrowings will be considered on a case by case basis.

## **Discussion**

This Proposed Borrowing Strategy 2019-20 has been premised on:

- existing loan borrowings of \$9.2 million that are part of a LGFV seven year interest only bond that is due to be repaid in 2021-22
- existing loan borrowings of \$5 million that are part of a LGFV ten year interest only bond that is due to be repaid in 2025-26
- no further borrowings are proposed at this time

## 8.2.4 Proposed Rating Strategy

<b>Directorate:</b>	Corporate Services
<b>Councillor Portfolio:</b>	Not applicable
<b>Appendices:</b>	1 Proposed Rating Strategy

**Cr Michael Grech left the Council Chamber at 7:51 pm, and was absent for the vote on item 8.2.4.**

### Purpose

To present to Council the Proposed Rating Strategy for the 2019-20 financial year.

### Motion

**Moved Cr Sandra Wilson, seconded Cr Angela Altair:**

**That Council:**

- 1. Note the Proposed Rating Strategy 2019-20 provided in the appendix and place it on public exhibition for a period of four weeks.**
- 2. Consider a further report following the public exhibition period.**

**Carried**

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### Summary

The Proposed Rating Strategy is attached. The strategy provides an overview and introduction to the rating framework. It explains what rates are, the revaluation process, the objectives of differential rating and outlines appropriate rating under the Ministerial guidelines.

Rates in 2019-20 will be based on new 1 January 2019 valuations and the strategy provides information on the expected changes to average capital improved values (CIV). It highlights that as a general rule residential properties valuations have decreased slightly, whilst there has generally been a slight increase to the non-residential sector. Rate increases will vary considerably across the differential rating categories and individual properties in a revaluation year. Despite this, the variations are not as dramatic as the previous year.

This is the first year that property revaluations have been required to be undertaken annually in accordance with State Government legislation. Revaluations previously occurred every two years. It is also the first year that the process has been managed centrally by the Valuer-General Victoria.

The Fair Go Rates System provides for an inflation based rate cap, which is monitored by the Essential Services Commission (ESC). In 2018-19, the ESC determined that Hobsons Bay were immaterially non-compliant with the cap (an average of 75 cents per property). Council

resolved to make a commitment to reduce its rate increase in 2019-20 by 0.03 per cent below the rate cap to refund ratepayers for the immaterial non-compliance in 2018-19.

The government recently announced a rate cap of 2.5 per cent for the 2019-20 year. This rating strategy is based on a general rate increase of 2.47 per cent, which is consistent with the rate cap and Council's commitment to reduce its rate increase by 0.03 per cent to compensate for the previous year's immaterial non-compliance.

The 2019 revaluation has returned varying changes to valuations across all rating categories. As a direct result, very few land owners will experience rate increases of 2.47 per cent.

Rate notices will also include the fire services property levy that Council collects on behalf of the State Government. This levy is not regarded as Council income and is not included within the figures outlined in the strategy. Additionally, the levy is not subject to the rate cap.

There is a common misconception that as properties are revalued, Council receives a 'windfall gain' of additional revenue. This is not the case, as the revaluation process results in a redistribution of the rate burden across all properties in the municipality. Total income from rates (excluding waste service charges) is determined by the rate cap. In simple terms, as property values increase, the rate in the dollar is reduced.

Council's rating structure is outlined in the strategy, which explains in detail how Council proposes to raise its rates in 2019-20. The strategy outlines that, in accordance with the rate cap, and to offset Council's immaterial non-compliance in 2018-19, a 2.47 per cent average rate increase will be applied in 2019-20.

There has been an average increase of 2.56 per cent for amounts to be levied for waste service charges. These service charges are not subject to the rate cap, but the increases are required as they are based on the cost to provide the service.

The effect on rate increases as a result of the revaluation, both in dollar and percentage terms, for each of the rating categories is explained in the strategy. Further detail is also provided on the expected changes in residential rates, both in dollar and percentage terms, for each of the suburbs within the municipality.

The strategy, including the rate modelling within, is based on the 2019 valuations, which have generally been finalised. In considering the rating strategy and modelling, it should be noted that valuations are subject to changes that could impact on the valuations and rates.

## **Background**

The State Government implemented an inflation based rate cap, the Fair Go Rates System, which has been overseen by the Essential Services Commission (ESC) since the 2016-17 financial year.

The Government recently announced an inflation based rates cap of 2.5 per cent in 2019-20, slightly more than the 2.25 per cent cap used in the 2018-19 year. In 2018-19, it was determined that Hobsons Bay were immaterially non-compliant with the cap (an average of 75 cents per property). Council resolved to make a commitment to reduce its rate increase in 2019-20 by 0.03 per cent below the rate cap to refund ratepayers for the immaterial non-compliance in 2018-19. This rating strategy is therefore based on a rate increase of 2.47 per cent.

Although considered as rates, Council's waste service charges are exempt from the rates cap.

## Discussion

Rates will be based on new valuations as at 1 January 2019. As such, rate changes will vary considerably across the differential rating categories and individual properties.

The valuations and rates included in the Proposed Strategy are based on valuation figures provided on 1 March 2019. Whilst re-valuation process is very close to completion, in considering the rating strategy, it should be noted that some minor adjustments could be made and supplementary valuations (and objections) are also subject to change and could have an impact on the capital improved values and rates.

The strategy highlights that residential property valuations on average have decreased, whilst the non-residential sector (apart from petro-chemical properties) have experienced on average, slight property value growth. The overall average valuation decrease is 2.03 per cent, but this varies for each rating category as follows:

- residential 2.93 per cent decrease
- residential vacant land 2.71 per cent increase
- commercial 2.98 per cent increase
- industrial 4.84 per cent increase
- petro-chemical 0.30 per cent decrease
- cultural and recreational 5.90 per cent increase

The effect of the revaluations is that the rates burden would shift to the non-residential sector, which is the opposite of the previous year. Council has decreased the commercial rate differential from 2.50 to 2.40 with the aim to remove some of the rates burden on the commercial rating category and provide businesses some expenditure relief. Conversely, the vacant residential land differential has been increased from 1.50 to 1.60 to provide an incentive for owners of vacant residential land to develop their land. All other differentials have remained the same.

The average general rate increase is 2.47 per cent, consistent with Council's commitment to reduce its rate increase by 0.03 per cent below the 2.5 per cent rate cap. The average rate and service charge increase is 2.48 per cent (0.01 per cent higher) when waste service charges are taken into account. The average rate increases vary for each rating category as follows:

- residential 0.70 per cent
- residential vacant land 13.47 per cent
- commercial 2.32 per cent
- industrial 8.47 per cent
- petro-chemical 3.18 per cent
- cultural and recreational 8.89 per cent

## 8.3 Sustainable Communities

### 8.3.1 2020 Community Grants Program Approval

**Directorate:** Sustainable Communities

**Councillor Portfolio:** Social Wellbeing and Community Services - Cr Tony Briffa and Cr Colleen Gates

**Appendices:**

- 1 2020 Community Grants Guidelines
- 2 Community Grants Councillor Review Panel Terms of Reference

**Cr Michael Grech returned to the Council Chamber at 8:02 pm, and was present for the vote on item 8.3.1.**

### Purpose

To seek endorsement of the 2020 Community Grants Program (CGP) guidelines, budget and timelines and approval to initiate commencement of the program.

### Motion

**Moved Cr Peter Hemphill, seconded Cr Sandra Wilson:**

**That Council:**

- 1. Adopt the 2020 Community Grants Guidelines.**
- 2. Adopt the updated Community Grants Councillor Review Panel Terms of Reference.**
- 3. Confirm the allocation of \$298,000 to be disbursed through the Community grants program, subject to the adoption of the 2019-20 budget.**
- 4. Invite applications to the Community Grants Program from 3 June to 31 July 2019.**
- 5. Reserve \$98,000 of the allocated sum during the 2019-20 year for a Quick Response Grants Round.**

**Carried**

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### Summary

Hobsons Bay City Council provides financial assistance through its annual Community Grants program to local community organisations and groups for activities and projects that meet a community need and address Council priorities. An amount of approximately \$298,000 is allocated in the draft 2019-20 Council budget to resource the CGP including \$20,000 from Toyota Australia. The decision to allocate funds will be made in November for distribution in early December 2019 for projects to commence in January 2020.

An amount of \$98,000 is reserved for the 2019 Quick Response Grants round in February 2020, to address requests that arise from groups outside of the CGP round.

## **Background**

Council's CGP is an annual program that provides financial assistance to local community organisations and groups for activities and projects that respond to an identified need in the community and promote health and wellbeing. In 2019 Council endorsed 98 projects as part of the main round to a variety of groups across a broad selection of activities.

Council offered a quick response round to support emerging projects which did not fit within the annual CGP timelines. Thirty five projects were funded in 2018.

## **Discussion**

### **Grants categories**

The 2020 CGP will continue to support local groups/organisations to undertake projects and activities in the four existing categories. These are: Small Expenses Grant (\$500), Toyota Equipment and/or Resources Grant (up to \$1,000), Vibrant Community Project Grant (up to \$5,000), and Invested Together Grant (up to \$10,000 over 2 years).

### **Community Grants Guidelines**

The 2020 Community Grants Guidelines have been reviewed and updated to reflect a more user friendly format.

### **Community Grants Councillor Review Panel Terms of Reference**

The Community Grants Councillor Review Panel provides feedback and comments on the CGP and formalises recommendations to be presented to Council for approval, following the officer assessment process.

The Community Grants Councillor Review Panel Terms of Reference has been updated to reflect Councillors appointment to the panel within the Delegates and Proxies Appointments to Council and Community Committees appointment process. A copy of the updated Terms of Reference is included with this report.

### **Community Grants Program**

The CGP priorities are linked to the priorities of the Hobsons Bay 2030 Community Vision.

Local community organisations and groups are able to apply for one grant in each category where eligible, however, groups can only be funded for one of either the Vibrant Community Project or Invested Together Grant categories.

As per the Councillor Review Panel Terms of Reference, Council nominates three Councillors to participate in a final assessment meeting to provide feedback and comments on recommendations for presentation to the full Council. The Councillor nominated delegates for the 2020 Community Grants Panel are Cr Briffa, Cr Grech and Cr Hemphill. The Toyota Equipment and/or Resources Grants will be assessed by Toyota staff.

Applications for the 2020 CGP will open on 3 June 2019 and close on 31 July 2019. Applications must be submitted using the SmartyGrants online application process. At least two facilitated community information and grant writing workshops will be offered to community groups and organisations. The Community Grants Officer also discusses project applications with groups and organisations over the phone and via face to face meetings.



Library locations offer direct access to computers for those organisations requiring assistance with the online application.

Reports will be prepared for the Councillor panel during August and September, with a final report and recommendations to be provided at the Ordinary Council Meeting on 12 November 2020.

**Quick Response Grant**

Council will operate a 2020 Quick Response Grants program to support unexpected and emerging projects which do not fit with the annual grants timelines. A sum of \$98,000 will be reserved for applications, with the grant round opening in February through to April 2020. Assessment of the applications will continue to be undertaken in keeping with the grant guidelines and approved by the Director Sustainable Communities and reported back to Council.

### 8.3.2 Hobsons Bay Affordable Housing Trust - seeking Trustee

**Directorate:** Strategic Development

**Councillor Portfolio:** Not applicable

**Appendices:**

- 1 Hobsons Bay Affordable Housing Trust Deed
- 2 Hobsons Bay Affordable Housing Trust Funding and Services Agreement
- 3 Hobsons Bay Affordable Housing Trust overview

#### Purpose

To seek Council's endorsement to undertake the proposed tender process to seek a Trustee of the Hobsons Bay Affordable Housing Trust.

#### Motion

**Moved Cr Colleen Gates, seconded Cr Angela Altair:**

**That Council:**

- 1. Endorse the proposed tender process to seek a Trustee of the Hobsons Bay Affordable Housing Trust.**
- 2. Receive a further report to consider the appointment of a Trustee post the tender process.**

**Carried**

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#### Summary

Council's Affordable Housing Policy Statement 2016 stated that Council would establish an Affordable Housing Trust (the Trust) to provide a flexible implementation tool for the development of affordable housing. The Trust would provide a method to collect, hold and manage assets from Council, developers and philanthropic ventures in the form of dwellings, land, or cash.

Council has been successful in negotiating with developers to contribute to the affordable housing supply. Without a Trust this could result in affordable housing not being vested in the Trust (and therefore, reducing affordable housing available in Hobsons Bay in perpetuity), or not being able to be delivered due to difficulty in securing a housing association and or supporting flexibility in contributions e.g. cash and land rather than built stock.

A draft Trust Deed, Funding and Services Agreement and an overview to support development of Trust Business Plan have been prepared. In addition an independent risk assessment of the risk to Council has been undertaken. The next steps are for Council to undertake a public tender to appoint a Trustee and then seek Ministerial approval to establish the Trust. As the establishment of an Affordable Housing Trust is a new process for Council, endorsement to progress with the tender process is sought.

## Background

Council has a history of involvement in affordable housing dating back to 2002 with the development of an Affordable Housing Policy and Strategy. In 2008 a background paper revisited the city's affordable housing issues and outlined a range of measures to help address them. In 2011 Council adopted the Improved Housing Choices for Residents on Low Income Households Policy Statement, and more recently this was further updated in 2016 with the adoption of the Affordable Housing Policy Statement (Policy Statement).

During the development of the 2016 Policy Statement it became clear that without government intervention and the participation of key stakeholders, the shortage of affordable housing for low income households will continue to grow.

Council has attempted to include affordable housing in larger residential developments and has had mixed results. Some developers have successfully challenged this at the Victorian Civil and Administrative Tribunal (VCAT), partly due to a lack of an appropriate mechanism to hold and manage contributions for land, cash or dwellings. The Trust provides certainty to developers when negotiating the inclusion of affordable housing as it provides a clear process for implementation. Even instances where the developer has been supportive, Council has had to seek expert advice to assist with the complex negotiations. Within Precinct 15 (Altona North Strategic Redevelopment Site) Council has successfully negotiated a mandatory inclusion of five per cent affordable housing at a 25 per cent discount off market rate. This means if the market value of the dwelling is \$750,000 then the developer must provide the dwelling to the Affordable Housing Trust or a Housing Association at the sale price of \$562,500, or provide a cash donation to the Affordable Housing Trust or a Housing Association of \$187,500.

As a result of a review of Council's progress, the Policy Statement required Council to take a more proactive role through the establishment of a Trust.

Guiding Action 3: Establishment of a Housing Trust. Council will establish the Hobsons Bay Housing Trust as a flexible and funded implementation tool for the development of affordable housing. A Trust provides a method to collect, hold and manage assets such as land, money and buildings to be used to increase the supply of affordable housing in Hobsons Bay.

The State Government has demonstrated support for councils to enter negotiations with developers to create affordable housing. The *Planning and Environment Act 1989* was updated on 1 June 2018 to include an objective to facilitate the provision of affordable housing in Victoria with the support of section 173 Agreements and to include a definition of affordable housing:

*Affordable Housing is housing, including social housing that is appropriate for the housing needs of very low, low and moderate-income households.*

From the outset it is important to note that if a Trust is not established this could result in the affordable housing negotiated to date, such as Precinct 15, not being vested in Hobsons Bay in perpetuity or not being able to be delivered. Without a Trust, the value of land, cash or dwellings are not mandated to be retained in Hobsons Bay in perpetuity.

## Discussion

The key mechanisms of the Trust are:

### What is a Trust?

A housing trust is a legal relationship under which one party (the Trustee) holds property for the benefit of another party (the Beneficiary) or for a charitable purpose (which is the case for

the Affordable Housing Trust). A trust is created by a Settlor, who transfers property to the Trustee. An agreement (the Trust Deed) contains the creation of the Trust by the Settlor, the terms of the transfer of property/assets and how the property/assets are to be managed and specific duties of the Trustee.

In relation to the Hobsons Bay Affordable Housing Policy Statement 2016 the housing trust is a Trust established for the charitable purpose of providing housing to low income community members that have a connection with Hobsons Bay. In this case the Settlor is Hobsons Bay City Council and the proposed Trustee is a suitable body corporate such as an existing Victorian Registered Housing Association (RHA). When the trust is established it must be operated in perpetuity and exclusively for public charitable purposes, which is the provision of affordable housing in Hobsons Bay for eligible residents.

#### Council oversight and control

The Trust will provide Council with an appropriate, sustainable method to manage assets such as land, cash and dwellings.

*The Trust Deed:* The Deed contains the creation of the Trust by the Settlor (Council), the terms of the transfer of property and how the property is to be managed and specific duties of the Trustee. Council has the right to be consulted and the power to prevent any changes to the purposes of the Trust. Council will have the power to appoint and remove the Trustee. The extent of this power is set out in the Trust Deed.

*Governance Structure:* The Trustee will be a Registered Housing Association. Housing Associations are legislated under the *Housing Act 1983* and have strict reporting requirements. The Trustee manages and governs the Trust as per the Trust Deed and the Service Agreement. Council does not have involvement in how the Trust operates. Council is at arm's length from the Trust to minimise project and financial risk to Council. This structure ensures the Trustee can operate independently and meet both their legislative requirements and Council objectives. The structure also minimises financial risk to Council by reducing exposure to claims against the Trust or debt held by the Trust. The Trustee provides Council with an annual report, including a financial audit, and their business plan as per the requirements within the Funding and Service Agreement.

*Winding up of the Trust:* If the objectives of the Trust are not met and unable to be resolved Council may dissolve the Trust with assets moving to a similar Trust or Organisation.

#### What is the role of the Trustee?

In relation to the Hobsons Bay Affordable Housing Trust, the Trustee will hold the property for the charitable purpose of providing housing to very low, low and moderate income community members that have a connection with Hobsons Bay. The Trustee would be a Victorian Registered Housing Association. There are ten Registered Housing Associations operating within Victoria.

The Trustee of a charity has a duty to promote the interests of the charity. The Trustee must carry out the terms of the Trust Deed and the general law for the benefit of the community.

The Trustee must not delegate its powers except as permitted by the Trust Deed. It is proposed that the Trustee will have the power to both delegate the exercise of its powers and to engage and receive advice from appropriately qualified experts. However, this will not relieve the Trustee from its obligation to exercise its discretion, make informed decisions and to supervise any delegates.

Public tender process

The public tender process to nominate a Trustee will be in line with Council's guidelines. The request for tender will outline mandatory criteria including the requirement for applicants to be a Registered Housing Association operating within Victoria. The assessable evaluation criteria for applicants will be based on a range of elements including:

- financial capacity
- skills and resources
- knowledge and experience working in Hobsons Bay
- socially inclusive of all communities
- efficient service delivery

The tender process will be open for six weeks after this time the tender evaluation team will assess the applicants and nominate a Trustee to be approved by Council based on the assessable evaluation criteria.

Next Steps

The next steps to establish the Trust are:

- public tender process to nominate Trustee
- seek endorsement by Council to appoint preferred Trustee
- seek Ministerial approval of Trust
- execution of the Trust Deed

## **8.4 Infrastructure and City Services**

### **8.4.1 West Gate Tunnel Update Report**

**Directorate:** Infrastructure and City Services

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

**Appendices:** Nil

#### **Purpose**

To provide Council with a current status report on the West Gate Tunnel Project and Council's current advocacy activities on the West Gate Tunnel Project.

#### **Motion**

**Moved Cr Peter Hemphill, seconded Cr Angela Altair:**

**That Council notes the current status of the West Gate Tunnel Project.**

**Carried**

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#### **Summary**

The purpose of this report is to provide Council with an update on the current status of the Project across a range of aspects in accordance with the governance and decision making framework including property impacts and transactions. The status of Council's committed advocacy activities that specifically relate to the Project, the Sports and Open Space Enhancement Package and the Hobsons Bay Transport Study are also included within this report.

Final design work is being completed and construction works are well advanced on the West Gate Tunnel Project (the Project). The CPB Contractors and John Holland Joint Venture (JV) and West Gate Tunnel Authority (WGTA) continue to seek Council input to specific project design, community outcomes and approval to access Council land and infrastructure.

#### **Background**

Council has received a number of reports on the development and planning process associated with the Project and as it progresses through the construction phase regular status reports continue to be provided to Council. This report provides an update on current Project activities, items submitted by the WGTA/JV for Council approval, Council advocacy activities, governance arrangements including communications and engagement and capital works to be undertaken by Council as a result of the Project.

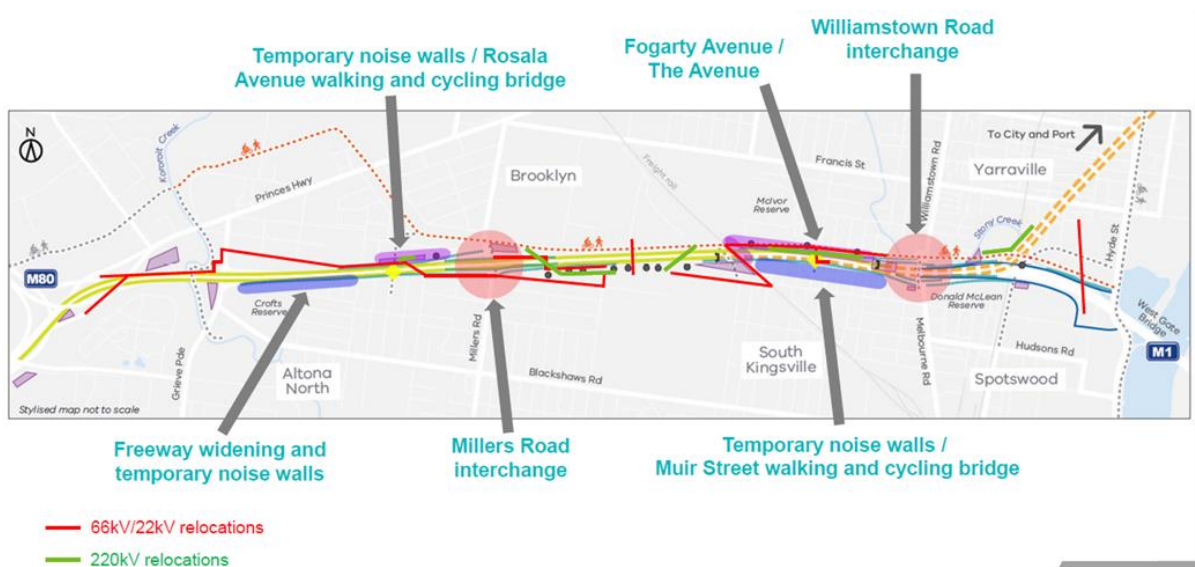
#### **Discussion**

The following outlines current Project related activities.

### **Construction Activity**

Current construction activity being undertaken by the JV in the western section is focused in the areas highlighted on Figure 1 and as outlined below:

- Works to widen the West Gate Freeway (WGF) between Chambers Road and Grieve Parade and new noise walls
- 66KV powerline relocations along southern edge of freeway – now working in Paringa Road
- Closure of the pedestrian overpass at Muir Street, South Kingsville in early April during the day to relocate 220KV high voltage power lines on to newly installed monopoles
- Clearing of vegetation and ground preparation for 66KV power line relocation works north of the freeway for the Kororoit Creek bridge widening works
- Construction of retaining walls, bridge structural works including excavations and piling at various locations
- Piling and retaining wall construction on Millers Road underneath the freeway
- Buchanan Road and nearby Reserve, Brooklyn - replacing a 220kV tower with a monopole
- West Gate Freeway (outbound) between Williamstown Road and The Avenue - installation of noise walls
- Williamstown Road bridge structure widening and traffic lane switches, adjusting the alignment of the freeway to allow preparation for the inbound tunnel entry
- Assembly of the Tunnel Boring Machines (TBMs) for commencement in June.



**Figure 1**

Further details are available at: <http://westgatetunnelproject.vic.gov.au/constructionupdates/>

### **Construction Traffic Impacts**

Some night time and freeway ramp closures have been programmed for May and June with detailed Traffic Management and Communications Plans to be implemented in the lead up to the closures. Figure 2 below highlights the current and upcoming traffic impacts and work locations. For the latest updates and detour route information refer to:

[www.westgatetunnelproject.vic.gov.au/travel disruptions](http://www.westgatetunnelproject.vic.gov.au/travel disruptions)

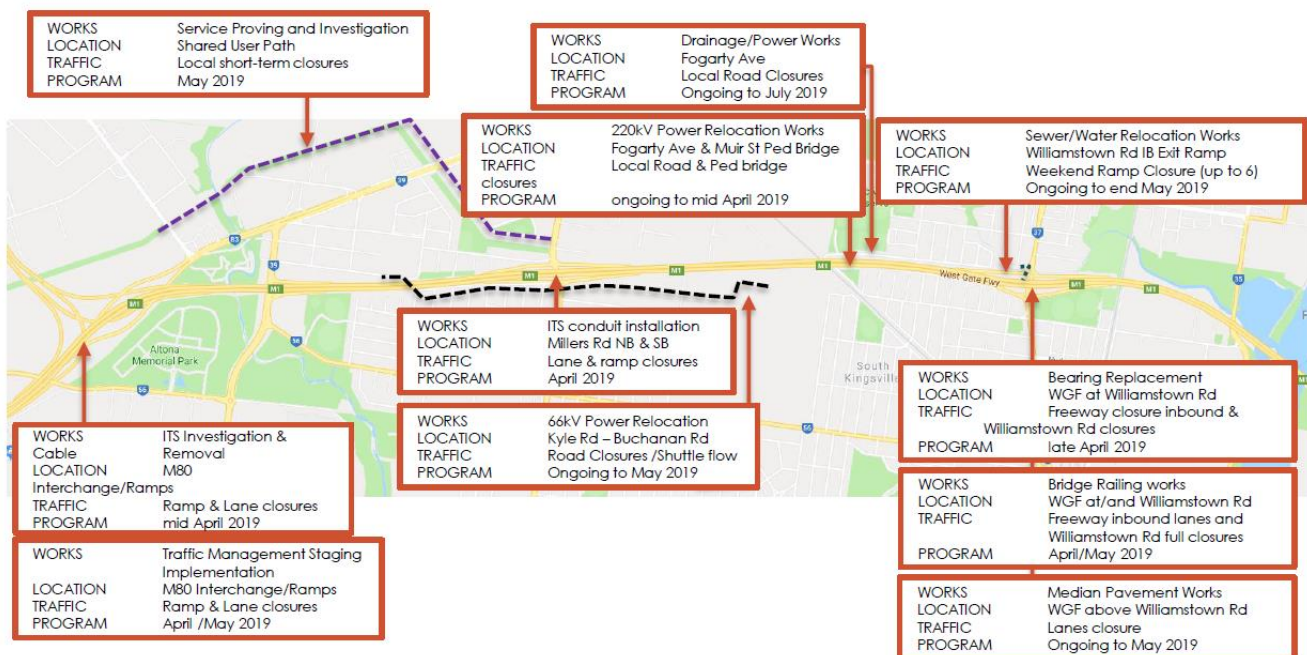


Figure 2

### Land Acquisition

WGTA is acquiring small sections of Council land along the project corridor to facilitate the freeway widening:

- Adjacent to Hope Street, Spotswood (for 220KV power line easement) – valuation review completed
- Primula Avenue, Brooklyn - small area of road reserve (40 sqm) to be discontinued for noise wall establishment
- Part of Lynch Road Reserve - for power poles and service requirements
- WLJ Crofts Reserve, Altona North (minimal area on the north boundary for the purposes of noise wall establishment) – valuation review completed and WGTA has agreed to Council's full claim as compensation (inclusive of valuation and legal fees to date) for the property divested from the Council by way of Order published in the Government Gazette on 20 March 2018.
- Other small parcels currently being assessed and valued for compensation.

### Council Advocacy

Throughout the design and now construction stages, officers have where possible negotiated outcomes and improvements consistent with the adopted Council position to optimise beneficial community outcomes. An example is the JV now agreeing, subject to the WGTA approval, to construct the 220m section of the Kororoit Creek Trail (between the recently completed Stage 2 section constructed by Council and the start of the Stage 1 Project section at Grieve Parade).



A Memorandum of Understanding has been established between Council and the Western Distributor Authority to reflect the organisational roles and responsibilities and to support the ongoing resources from the State Government to support Officers in project delivery for the term of the Project.

Discussions are continuing with the JV on the design for the Hall Street, Spotswood new shared use path (SUP) between Hudson Road and connecting to the Hyde Street Reserve north of WGF. The Project design for the SUP along the west side of Hall Street beside the rail line will result in the loss of approximately 50 informal angle parking spaces located in the rail reserve. These spaces also extend into the oil pipeline clearance zone and it is not possible to formally construct this parking in its current form.

Council has requested that the Project design be modified to provide parallel parking in this section of Hall Street as well as in the section north of Simcock Avenue to offset the proposed parking loss.

### **Sports and Open Space Enhancement Package**

This Package was endorsed at the 13 February 2018 Ordinary Council Meeting and is supported by the state government through a \$5M contribution and \$2.86M Council contribution. The status of the Enhancement Package is as follows:

<b>Item</b>	<b>Status</b>
Duane Reserve, Brooklyn - improvements and lighting upgrade	Submissions recently received through the community consultation process are currently being reviewed and collated. Concept plans are expected to be available in May.
Brooklyn Reserve improvements	
Rowan Avenue Reserve, Brooklyn improvements	Target completion date of works December 2019.  Council has requested through the WGTP a meeting between Melbourne Water, VicRoads, WGTP and Council to discuss Federation Trail and associated proposed works in close proximity to Duane Reserve and the Cypress Ave community connections.
WLJ Crofts Reserve, Altona North Master Plan and Works	Architect, Clarke Hopkins Clarke has prepared a concept Improvement Plan for both Crofts and Donald McLean Reserves together with concept pavilion designs following consultation with tenant clubs. Community consultation including drop-in sessions are proposed to occur in May.  Target completion date of works December 2020.
Donald McLean Reserve, Spotswood Master Plan Review and Works	Refer above.  Target completion date of works June 2020.

The Plans will include all infrastructure elements within these Reserves and provide detailed designs for the respective pavilions. The WGTA are engaged in this planning process to ensure impacts as a result of the West Gate Tunnel Project are factored into the designs and consideration given to construction timelines. For example the JV are responsible to relocate the practice cricket nets at the Donald McLean Reserve and will also be installing high protective nets on the golf course and at the Donald McLean Reserve sports grounds. These elements will be incorporated in the Improvement Plans.

### **Hobsons Bay Transport Planning Study**

Council has commenced, with Transport for Victoria (TfV) the development of an Integrated Transport Plan for Hobsons Bay to be funded by state government. A technical scope for the development of this Plan, a Communications and Engagement Plan and the governance details have now been finalised by the Project Steering Committee. The project consultant procurement process is well advanced and an appointment made in April.

The plan will be informed by all the available data and modelling as well as by the local community feedback. It will take into account the expected continued growth in the areas population coupled with known impacts and benefits of the major infrastructure projects either under construction or planned to start soon. All modes of transport will be included specifically road, rail, bus, transport, bicycle and pedestrian and will bring together existing studies, the Council's adopted Integrated Transport Study, Local Area Traffic Management Plans, growth data and various transport modelling, to better understand the current and future state of the transport network in Hobsons Bay.

The Study, to be completed by early-mid 2020, will consist of three key deliverables:

1. An evidence based transport study to be used as a working document
2. An implementation plan with mutually agreed interventions to be identified by the study, and projects to proceed for endorsement by government
3. An advocacy document for HBCC which will include items that may not align with current state government policy.

Further details on the successful consultant team, timing, governance, consultation and engagement and program for the Study will be provided in the next WGTP update report.

### **Transport Corridor Study (Williamstown Road and Millers Road)**

The Transport Corridor Study is led by VicRoads to identify and address key transport issues and impacts in the Williamstown Road and Millers Road corridors resulting from the West Gate Tunnel project, particularly the proposed increase in truck traffic.

A Working Group has been established and has met four times. Membership includes Hobsons Bay City Council, Maribyrnong City Council, Don't Destroy Millers Road, Brooklyn Residents Action Group, Friends of Lower Kororoit Creek, Maribyrnong Truck Action Group, Save Williamstown, Williamstown Crossing Group, Victorian Transport Association, Bicycle Network Victoria and Hobsons Bay Bicycle Users Group.

The last meeting was held on 27 March 2019 with a discussion on the 16 shortlisted options from the 58 identified actions by the Group. Council's advocacy on the issues impacting Brooklyn, including support for the Grieve Parade north extension (Brooklyn Evolution Strategy) was included. The criteria used by VicRoads for selection of the shortlisted options is that options would need to be fully delivered prior to the opening of the WGTP in 2022 (including business case development, budget process, consultation, design and development). This restricts the number of possible mitigation solutions and was considered

unreasonable by many members looking for longer term solutions to the corridor issues identified. Council officers are working with VicRoads and the Department of Transport on the development of options. Details on the public consultation of the selected options is not yet available and further information will be provided in the next update report.

Further information on the Study can be found at:

<https://www.vicroads.vic.gov.au/newsmedia/2018/changing-traffic-movement-through-melbournes-growing-innerwest>

Email: [mnw.communications@roads.vic.gov.au](mailto:mnw.communications@roads.vic.gov.au)

### **Community Liaison Group**

The last CLG meeting was held on 21 February 2019 with the agenda including an update on construction activities and the landscape, open space and urban design aspects of the total project.

Patsy Toop, Chair of the Inner West Air Quality Community Reference Group provided an overview of the Group and the expected outcomes, including consideration of the project tunnel emissions and other air quality impacts from the WGTP in its recommendation report to government.

Thomas Alemis, Senior Traffic and Planning Engineer, VicRoads presented on behalf of the Millers Road and Williamstown Road Corridor Traffic Study group advising that the group brings together representatives from communities to work together to consider access, safety and amenity.

Peter Sammut, CEO WGTP advised that on 20 February 2019 the government introduced the West Gate Tunnel Bill and the CityLink concession deed amendments into parliament and debate has commenced.

Further information on the CLG can be found at:

<http://westgatetunnelproject.vic.gov.au/clg/>

### **Traffic Management Liaison Group (TMLG)**

The TMLG last met on 6 March 2019 and continues to convene monthly to discuss various traffic management aspects of the project including:

- Communications / Complaints
- Network Disruptions
- Signal Impacts
- Detour impacts
- Coordination with other planned works
- Events
- Any other relevant information

Temporary road linemarking visibility has been an ongoing issue on the Project. Rectification using water blasting of old linemarking from the road pavement appears to have reduced the problem. Traffic monitoring across the network continues and no major issues were identified. Upcoming traffic impacts are included in Figure 2 and link provided above.

## Community Involvement and Participation Plan

A Community Involvement and Participation Plan (CIPP) is being developed by WGTA which includes a state funded grants and partnership program to fund community led social legacy outcomes and initiatives, e.g. capital projects, community programs and events. The governance structure, available funding and proposed implementation plan is being finalised. The CIPP, expected to be announced in coming weeks, is proposed to operate over the life of the Project.

WGTA has pledged funding to support the Council resource requirements to administer the CIPP. A funding agreement will be established to define these arrangements.

## Inner West Air Quality Community Reference Group

This Group provides community members the opportunity to provide community insight and input to future improvements for air quality in the inner west. The Group has an initial term of 12 months (to the end of 2019), with a mid-term review to determine its future.

The last meeting, held on Monday March 18 focused on diesel emissions. Presentations were made by Clare Walter from the Lung Health Research Centre, on the health impacts of diesel particulates, followed by Greg Cain from the Victorian Transport Association and Malcolm Brown from Volvo, providing technical information on truck engine standards from pre-1996 to Euro 5 and Euro 6 engines.

It was suggested that there is a disconnection between current standards and latest research on health impacts, particularly from near road emissions. The suggested mitigation measures will be further tested by the Group, including land use controls on sensitive uses on busy traffic routes and also creating more green vegetation barriers along roads.

Further information on the Group can be found at:

<https://www.environment.vic.gov.au/sustainability/inner-west-air-quality-reference-group>

Air quality monitoring for the project has been established at six locations to develop a baseline of data from current local conditions. This baseline will be used to measure any changes once the project tunnel opens in 2022. Monitoring will continue for up to 5 years following opening. Refer to the following link:

[http://westgatetunnelproject.vic.gov.au/\\_data/assets/pdf\\_file/0007/349423/West-Gate-Tunnel-Project-Ambient-Air-Quality-Monitoring-Report-November-2018.pdf](http://westgatetunnelproject.vic.gov.au/_data/assets/pdf_file/0007/349423/West-Gate-Tunnel-Project-Ambient-Air-Quality-Monitoring-Report-November-2018.pdf)

## **9 Delegates Report**

**Directorate:** Corporate Services

### **Purpose**

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

### **Motion**

**Moved Cr Peter Hemphill, seconded Cr Angela Altair:**

**That Council receive and note the recent Delegates Report.**

**Carried**

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### **Delegates Report - Metropolitan Local Government Waste Forum Councillor Delegate: Cr Colleen Gates**

### **Report**

#### **Date of Meeting: Thursday 21 February 2019**

The meeting involved the election of the Chair and Deputy Chair of the Metropolitan Local Government Waste Forum (the Forum). Representatives of the Strategies and Policy Advocacy Group (SPAG) were also elected. The Chief Executive Officer of the Metropolitan Waste and Resource Recovery Group (MWRRG) provided an update on key activities of the group. The MWRRG Board Chair provided a briefing on the roles and responsibilities of the Board and the role of the Forum. The Acting Chair of SPAG and Chair of the Technical Advisory Group (TARG) also provided updates.

Representatives from the Environment Protection Authority of Victoria (EPA), the MWRRG, Department of Environment, Land, Water and Planning and the Victorian Waste Management Association were part of a panel discussion. The topic was the challenges surrounding the EPA's notice to SKM Recycling to stop accepting recyclable materials at its Laverton North and Coolaroo recycling processing facilities. The EPA advised since the introduction of new guidelines on the management and storage of combustible recyclable and waste materials, EPA has completed 469 inspections at 169 sites across the state. They have also received \$9million from the Victorian Government to tackle illegal dumping.

**Delegates Report - Planning Portfolio Advisory Committee**  
**Councillor Delegate: Cr Tony Briffa and Cr Michael Grech**

**Report**

**Date of Meeting: 27 February 2019**

Two key items were presented and discussed including the Hobsons Bay Coastal Management Plan and the Municipal Strategic Statement (MSS).

The Committee were provided with an overview of the Coastal Management Plan, its purpose, scope, timeframes and expected community engagement phases. Committee members participated in an activity to identify issues and opportunities, and contribute their knowledge of the municipality's coastal areas. They also provided feedback in relation to community consultation and engagement activities within the community.

The Hobsons Bay MSS was discussed, including its purpose, reasons for its revision, its place and function within the Hobsons Bay Planning Scheme and its relationship to the Council Plan and Hobsons Bay 2030 Community Vision. Members participated in discussions focused on the themes of Housing and Economic Development, providing input on key aspects of these themes that they felt should be addressed through the MSS.

Information was also provided about the Hobsons Bay Climate Change Adaptation Plan Refresh.

**Delegates Report – Mobil Altona Refinery Community Liaison Committee**  
**Councillor Delegate: Cr Peter Hemphill****Report****Date of Meeting: Wednesday 6 March 2019**

Operation report results are in line with Mobil's Environmental Protection Authority (EPA) license agreement for emission, that is sulphur dioxide, noise and particles limit from the stacking monitor.

Community enquiries to the Mobil hotline reported nine unverified odour complaints from January through to early March. An annual independent odour audit was completed, measurements were obtained from the perimeter of the refinery, as well as surrounding residential areas. The results of the audit stated that "it did not detect significant odours external to the refinery boundaries in areas of potential community sensitivity".

Guest presenter James Choi from the EPA advised that the EPA are continuously monitoring air and odour quality in the area. Difficulties in identifying the different sources of pollutants, the monitoring stations will assist to track trends and types of particulates in the air.

Guest presenter Geoff Michelmores and Len Towerzey from the Friends of Lower Kororoit Creek provided an update on the group's activities. Geoff started the group 18 years ago by planting trees in the area. Over the years they have noted an increase in the diversity of wildlife, particularly birds into this area and an improvement in the biodiversity.

**Delegates Report - Leadwest**  
**Councillor Delegate: Cr Angela Altair****Report****Date of Meeting: 13 February 2019**

The February meeting of the LeadWest Board was hosted by Moonee Valley City Council. The following business was progressed:

**Strategic Workshop Report**

The Board noted the summary report from the strategic workshop on 12 December, and referred to reports elsewhere on this agenda relating to the structural review process, and federal election advocacy activities.

**LeadWest Constitution**

The board noted the amended Constitution as prepared by Mills Oakley Lawyers, which corrects an incorrect legislative reference, and enables the potential transfer of assets if a transition to a successor entity proceeds.

It also noted the requirement to call a meeting of LeadWest members to approve the amended Constitution, and meeting notice for Thursday 7 March at 3.00pm.

**Structural Review Process – Progress Report**

The board noted the progress report and attached legal advice and timeline with regard to the proposed transition of LeadWest from a company structure to a section 86 Special Committee model.

**Federal Advocacy Update**

The board reviewed the proposed draft list of federal advocacy priorities, and identified any items that should not be included.

**Proposal – WOMEDA collaboration**

The board noted the proposal from WOMEDA's Executive Officer, Mr Wade Noonan, and agreed in-principle to a financial contribution of \$50,000 towards WOMEDA's 2019 work plan, which aligns with the LeadWest strategic priority of jobs creation and skills development in Melbourne's west. Delegated authority to the Chair and Interim CEO to finalise a memorandum of understanding (MoU) articulating the terms and conditions, and mutual benefits of a collaboration with WOMEDA



**Delegates Report - Environmental Sustainability Portfolio Advisory Committee  
Councillor Delegate: Cr Jonathon Marsden and Cr Sandra Wilson**

**Report**

**Date of Meeting: 14 March 2019**

This meeting was the first one of the committee since their introductory meeting in November 2018.

An overview of the recycling challenges in February/March 2019, the Draft Waste and Litter Management Strategy 2025 and the future development of a single use plastics policy was provided.

The committee also participated in a workshop and provided feedback on Council's Climate Change Adaption Plan Refresh 2030.

**Delegates Report - Smart Cities Portfolio Advisory Committee**  
**Councillor Delegate: Cr Angel Altair and Cr Peter Hemphill**

**Report**

**Date of Meeting: 14 March 2019**

The Smart Cities Portfolio Advisory Committee were provided with an overview of LoRaWAN, an Internet of Things (IoT) network commonly used to support smart city initiatives, together with a number of case studies demonstrating how this innovative technology has been used across Australia to support smart cities projects within the local government setting.

Committee members participated in a brainstorming activity to identify opportunities for the use of this open source IoT technology that could help address challenges and opportunities relevant to Hobsons Bay, such as flooding, air quality, parking, and economic development. Finally, a round table discussion was conducted to seek feedback and input from the committee members, leveraging their specialist knowledge and unique points of view, on how best the Council may begin the journey toward a smarter, more sustainable, and liveable city.

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**Delegates Report - Arts, Culture and Tourism Portfolio Advisory Committee**  
**Councillor Delegate: Cr Angela Altair and Cr Colleen Gates****Report****Date of Meeting: Thursday 28 March 2019**

The Arts, Culture and Tourism Portfolio Advisory Committee was held at the Chamber at the Williamstown Town Hall.

Presentations were on the following topics:

- Heritage Hobsons Bay program as part of the National Trust Australian Heritage Festival (18 April – 10 May 2019)
- an overview of Council's heritage work in the public realm
- Arts at Your Doorstep performing arts program in Council operated cultural venues
- Marketing overview

A digital content plan was discussed to better capture story telling as part of marketing increase audience development. Expertise in the group on marketing, social media, data, is a resource and a workshop to brainstorm would be ideal to program this.

Members of the Committee provided feedback to the Draft Experience Hobsons Bay Tourism Strategy 2019-24 during its consultation phase. It was recommended a project along with the Smart Cities Portfolio Advisory Committee be undertaken on data capture and the use of technology to measure and evaluate.

The Committee was invited to review submissions for Council's street Art Program, following the Expression of Interest process. A round table discussion was led, noting the diversity of the portfolio and that it is important to offer all levels of creative practice to the community. Overall the members in attendance agreed on a short list of recommendations, and suggested where they would imagine each artists work. Some submissions were also made to be added to a database for consideration as the street art program is rolled out in 2019 and 2020.

## **10 Notices of Motion**

### **10.1 Notice of Motion No. 1209 – Condolence to the Mayor of Christchurch, New Zealand**

Cr Angela Altair had given notice of the following:

#### **Motion**

**Moved Cr Angela Altair, seconded Cr Peter Hemphill:**

**That Council extends its condolences to the people affected by the recent tragedy in Christchurch through:**

- 1. A condolence book to be presented from the Mayor and Councillors, on behalf of the people of Hobsons Bay, to the Mayor, Councillors and people of Christchurch. The local community has been invited to express their messages of support by signing the book at the Hobsons Bay Civic Centre or submitting messages via Hobsons Bay Libraries, email or social media platforms.**
- 2. Letters of support be written from the Hobsons Bay Mayor and Councillors to the Islamic faith leaders and community of Hobsons Bay, respectfully through the three local mosques.**

**Carried**

## **11 Supplementary Public Question Time**

Nil.

## **12 Urgent and Other Business**

### **Motion**

Moved Cr Peter Hemphill, seconded Cr Sandra Wilson:

That Council consider an item of other business in relation to a condolence motion.

Carried

### **12.1 Condolence Motion – Mr Barry Heath**

#### **Motion**

Moved Cr Angela Altair, seconded Cr Peter Hemphill:

That Council send a letter of condolence to the family of the late Mr Barry Heath, former Superintendent of the Williamstown City Council Parks and Gardens, and extend Council's sympathy to his family and commend his contribution to the City for over 30 years.

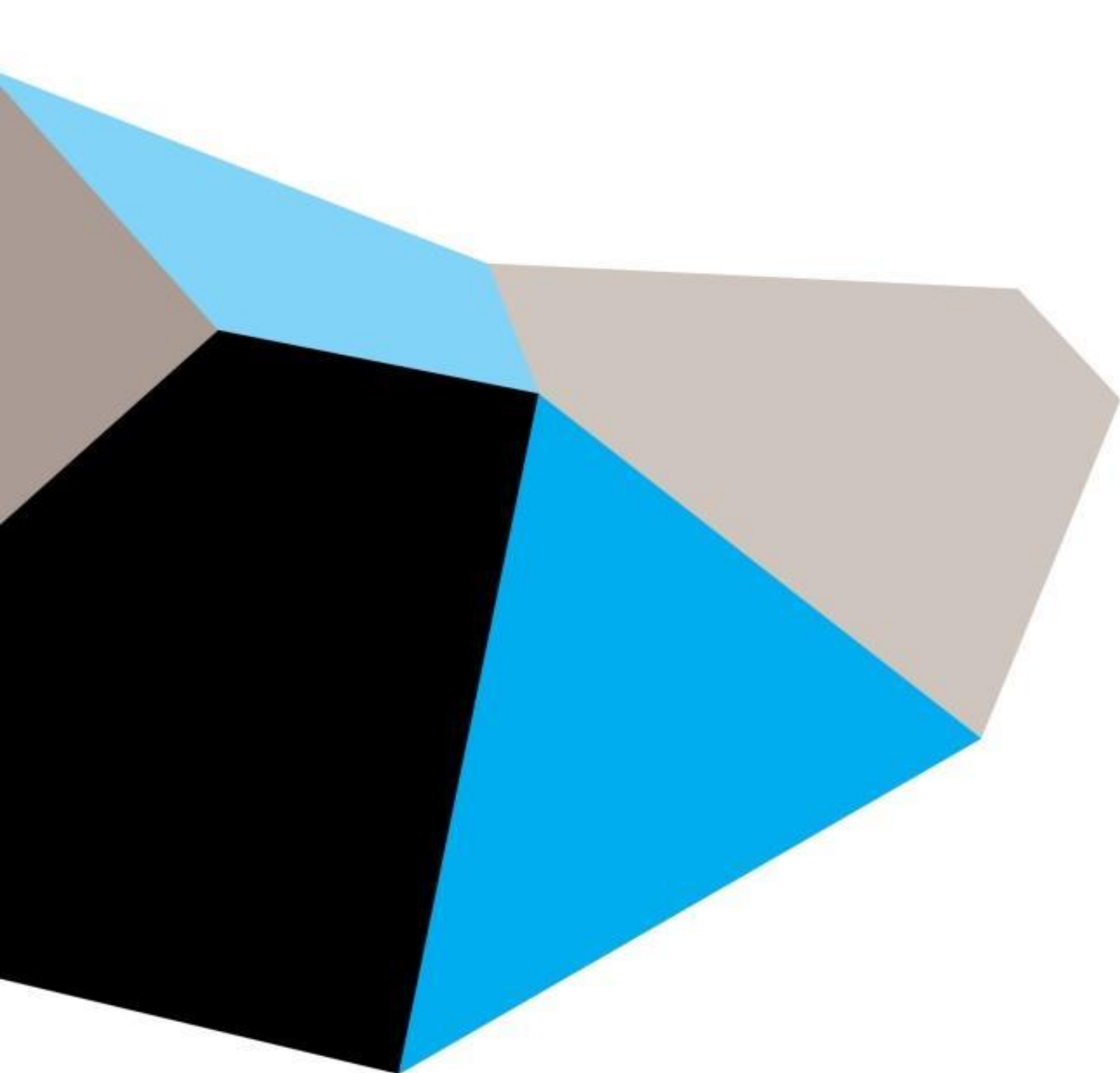
Carried

There being no further business, the Chairperson declared the meeting closed at 8.33pm.



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Chairperson – Cr Jonathon Marsden  
Signed and certified as having been confirmed.  
14 May 2019



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**HOBSONS BAY CITY COUNCIL**

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