



Ordinary Council Meeting Agenda

Tuesday 8 October 2019
Commencing at 7:00pm

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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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 10 September 2019 (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 12pm 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: Office of the Chief Executive

Councillor Portfolio: Not applicable

Appendices:

- 1 Chief Executive Officer - Report on Operations - September 2019 
- 2 AOC - Social Wellbeing and Community Services PAC - 4 September 2019 
- 3 AOC - Agenda Briefing Pre-Ordinary Council Meeting - 10 September 2019 
- 4 AOC - Councillor Briefing Session - 17 September 2019 
- 5 AOC - Councillors' Waste Briefing - 24 September 2019 

Purpose

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

Recommendation

That Council:

1. **Receives and notes 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*, incorporates into the minutes of this meeting the written Record of Assembly of Councillors held on 4 September 2019, 10 September 2019, 17 September and 24 September 2019.**

Summary

The attached CEO's Report on Operations provides Councillors and community with a regular update from the CEO on key initiatives, projects and performance.

Discussion

The purpose and discussion of this report is to inform Council and the community of recent issues, initiatives and projects undertaken across Council and the municipality. This 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 highlights these activities, initiatives and projects and provides 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 Annual Report 2018-19

Directorate: Corporate Services

Councillor Portfolio: Not applicable

Appendices:

- 1 Annual Report 2018-19 
- 2 Annual Financial Report 2018-19 

Purpose

To consider the Hobsons Bay City Council Annual Report 2018-19 (the Annual Report).

Recommendation

That Council considers the Hobsons Bay City Council Annual Report 2018-19 in accordance with the legislative requirements of the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

Summary

The Annual Report is a legislative requirement, providing details of Council's operational and financial performance for the 2018-19 financial year. Sixty per cent of all initiatives identified in the 2018-19 budget were completed, an overall community satisfaction result of 65 out of 100 was achieved and Local Government Performance Reporting Framework (LGPRF) indicator results were mostly consistent with those from 2017-18.

Background

The Annual Report details the activities, achievements, challenges and financial performance of Council during 2018-19 against both the commitments of the Council Plan 2017-21 and the 2018-19 budget. This includes outcomes achieved in relation to initiatives and major initiatives identified in the Annual Budget 2018-19.

Also included are Council's results for the prescribed LGPRF indicators, including community satisfaction with the services, facilities and infrastructure provided by Council. In addition, the Annual Report provides information about the elected Council, the organisation and other statutory information including Council's adherence to the requirements of the local government *Governance and Management Checklist*. Council's overall financial position is reported in the Audited Financial Statements section of the report.

The Annual Report was submitted to the Minister for Local Government by 30 September 2019 in accordance with section 133 of the *Local Government Act 1989* (the Act).

Discussion

Sixty per cent of all initiatives identified in the 2018-19 budget were completed, comprised of 58 per cent of initiatives (15 in total) and 64 per cent of major initiatives (seven in total). This is a slight improvement on 2017-18 results of 60 per cent of initiatives and 59 per cent of major initiatives completed respectively.

An overall community satisfaction result of 65 out of 100 was achieved in 2018-19. Although this is three points lower than in 2017-18, the Hobsons Bay community remains largely satisfied with the various services, facilities and infrastructure provided and maintained by Council. The highest community satisfaction scores were achieved in immunisations (89), maternal and child health (87), weekly garbage and green waste collection (86), libraries (86) and recycling and hard waste collection (81).

LGPRF indicator results were mostly consistent with those from 2017-18. Exceptions were the cost of Council's kerbside recyclable bin collection service (107 per cent increase compared to 2017-18) and the cost of sealed local roads (82 per cent increase compared to 2017-18).

All LGPRF indicator results, including how Hobsons Bay City Council compares with other like councils, will be made publicly available through the Know Your Council website in November 2019.

Further details on both performance and financial results can be found in the appendix to this report.

Strategic Alignment

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

The *Local Government Act 1989* (the Act) and the *Local Government (Planning and Reporting) Regulations 2014* prescribe the content and process for the preparation and consideration of the Annual Report.

Legal/Statutory Obligations/Risk

The Annual Report addresses the requirements of the Act and the *Local Government (Planning and Reporting) Regulations 2014*.

As per section 22(1) of the *Local Government (Planning and Reporting) Regulations 2014*, Council must hold a meeting to consider the Annual Report within one month of submitting the Annual Report to the Minister for Local Government.

Section 134(2)(c) of the Act requires the Council meeting at which the Annual Report is considered to remain open to the public while the Annual Report is considered.

Financial and Resource Implications

Production of the Annual Report is funded from Council's operating budget. A limited number of printed copies of the Annual Report are produced to reduce the impact on resources and the environment.

Environmental/Social/Economic Impacts

The Annual Report provides information on Council's performance in relation to the goal areas of the Council Plan. The Council Plan is developed every four years and is based on a planning framework that aligns the Hobsons Bay 2030 Community Vision to the planning, development, resource allocation and service provision that Council undertakes for the Hobsons Bay community.

Consultation and Communication

Pursuant to section 134(2)(b) of the Act, public notice was provided to inform the community that the Annual Report would be considered, and where copies of the could be obtained before the meeting, including at Hobsons Bay Civic Centre and Hobsons Bay Libraries. The Annual Report is also available on Council's website. Printed copies are made available on request.

Officer Declaration of Conflict of Interest

Section 80C of the Act 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 Instrument of Delegation to Chief Executive Officer - Update

Directorate: Corporate Services

Councillor Portfolio: Not applicable

Appendices: 1 Instrument of Delegation to Chief Executive Officer - 8 October 2019 

Purpose

To update the Instrument of Delegation to the Chief Executive Officer in accordance with section 98 of the *Local Government Act 1989* (the Act).

Recommendation

1. That Council, pursuant to section 98(1) of the *Local Government Act 1989*:
 - (a) Delegates to the Chief Executive Officer (CEO), or the person acting in or performing the duties of the CEO the powers, duties and functions set out in the attached Instrument of Delegation to the Chief Executive Officer, subject to the conditions and limitations specified in that Instrument.
2. The instrument comes into force immediately that the common seal of Council is affixed to the instrument.
3. On the coming into force of the instrument, all previous related delegations to the CEO are revoked.
4. The duties and functions set out in the instrument must be performed and the powers set out in the instrument must be executed in accordance with any guidelines or policies of Council, which it may from time to time adopt.
5. It is noted that the Instrument of Delegation to the Chief Executive Officer includes a power of delegation to members of Council staff, in accordance with section 98(3) of the Act.

Summary

Section 98 of the Act provides Council with the power to review its officer delegations from time to time.

This report reviews and updates the Instrument of Delegation to the Chief Executive Officer as per the attached Instrument.

The process of delegation facilitates timely decision making and together with regular review is considered to be good governance practice.

Background

The delegation to the CEO was last reviewed and updated by Council on 10 October 2017.

The Instrument of Delegation reflects a model by which Council makes a comprehensive delegation to the CEO, who then sub-delegates to relevant staff. The CEO will execute delegations to other officers as required, to ensure good decision making practices and the effective facilitation of Council business.

As some legislation does not expressly provide for sub-delegation, it is necessary for Council, by resolution, to delegate directly to officers. The officer delegations are currently being reviewed and will be subject to a further Council report in due course.

Discussion

The attached Instrument of Delegation has been prepared in accordance with the update service and advice provided by Maddocks Lawyers.

At its meeting held on 10 September 2019, Council adopted the revised Procurement Policy which included this increase to the CEO's financial delegation from \$500,000 to \$1,000,000. Accordingly, the attached Instrument of Delegation formalises the increase to the CEO's financial delegation.

The Instrument of Delegation to the CEO includes some limitations to the CEO's powers, which include:

- awarding contracts exceeding the value of \$1,000,000
- making local laws
- approving the Council Plan
- adopting the budget
- appointing delegates to external organisations
- not taking any action which is required by law to be done by Council resolution

Strategic Alignment

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

The delegation to the CEO was last reviewed and updated by Council on 10 October 2017.

Legal/Statutory Obligations/Risk

Section 98(1) of the Act allows Council, by instrument of delegation, to delegate to a member of its staff certain powers, duties or functions under the *Local Government Act* 1989 or any other Act.

Under section 98(3) of the Act the CEO is empowered to delegate a power, duty or function of the Council other than the power of delegation to a member of Council staff.

Consultation and Communication

The Instrument of Delegation to the Chief Executive Officer has been prepared to reflect the advice in the Delegations Service provided by Maddocks Lawyers. At its meeting on 10 September 2019, Council adopted the amended Procurement Policy which includes an increase to the CEO's financial delegation from \$500,000 to \$1,000,000. Any contracts

awarded under delegation will continue to be reported within the CEO's monthly Operations Report to ensure transparency to Council and 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.

8.2.3 Road Safety Act 1986 Provisions for Parking Penalties

Directorate: Corporate Services

Councillor Portfolio: Not applicable

Appendices: Nil

Purpose

To seek Council's approval to increase parking fines with a prescribed penalty of 0.2 of a penalty unit to 0.5 of a penalty unit (\$83) when the new *Road Safety (General) Regulations* 2019 come into effect on 27 September 2019.

Recommendation

That Council resolves to maintain the prescribed penalty applicable to parking offences at 0.5 of a penalty unit effective from 27 September 2019.

Summary

The Road Safety Act 1986 (the Act) allows a municipal council to increase the penalty for parking offences. The current *Road Safety (General) Regulations* 2009 prescribe the penalty as 0.2 of a penalty unit up to 0.5 of a penalty unit.

Background

Council is currently applying the maximum penalty amount (0.5 of a penalty unit) to the relevant parking offences.

As the *Road Safety (General) Regulations* 2009 will be revoked on 27 September 2019, Council is required to resolve the prescribed penalty amount that will be applicable to certain parking offences effective 27 September 2019.

Discussion

It is recommended that Council maintain the current penalty amount for the parking offences which is 0.5 of a penalty unit.

Some examples of the parking offences affected are:

- parked for period longer than indicated
- parked fail to pay fee and obey instructions on sign/meter/ticket machine
- parked contrary to requirement of parking area
- parked not completely within a parking bay
- stopped in a "No Parking" area

Council has the following options:

1. By Council resolution continue to have the relevant parking penalties at 0.5 of a penalty unit in accordance with section 87(4) of the Act.
2. By Council resolution adopt the prescribed penalty amount at 0.2 of a penalty unit.
3. By Council resolution set the penalty at any amount between 0.2 and 0.5 of a penalty unit.

Strategic Alignment

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

This matter was previously considered at the Ordinary Council Meeting on 12 December 2006, at which time Council resolved to amend the prescribed penalty applicable to parking offences to 0.5 of a penalty unit.

Legal/Statutory Obligations/Risk

Section 87(3) of the Act allows Council to increase the penalty. The *Road Safety (General) Regulations 2019* prescribe the penalty amounts.

Financial and Resource Implications

Council is applying the maximum penalty which is in line with other metropolitan councils.

Environmental/Social/Economic Impacts

Applying the maximum penalty acts as a deterrent to parking offences and may encourage less car usage which has environmental benefits.

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 Infrastructure and City Services

8.3.1 Roads and Bridges Asset Management Plans 2019

Directorate: Infrastructure and City Services

Councillor Portfolio: Not applicable

Appendices:

- 1 Roads Asset Management Plan 2019 
- 2 Bridges Asset Management Plan 2019 

Purpose

To present the Roads Asset Management Plan 2019 (RAMP) and Bridges Asset Management Plan 2019 (BAMP).

Recommendation

That Council:

1. **Endorses the Roads Asset Management Plan 2019 and Bridges Asset Management Plan 2019 for public exhibition for a period of four weeks.**
 2. **Receives a further report to adopt the Roads Asset Management Plan 2019 and Bridges Asset Management Plan 2019 following the public exhibition period.**
-

Summary

The RAMP and BAMP are the first inaugural Asset Management Plans for Council. Both plans have been developed to manage the Hobsons Bay municipal road network and bridge portfolio. They combine management, financial, engineering and technical practices to ensure the required level of service is provided at the most economical cost to the community and environment.

Road network

Council is responsible for the management of 433km of roads (pavements, kerb and channel only) having a replacement value (excluding land) of approximately \$394 million. It has been estimated that an additional 23km of roads will be constructed to service new developments including an additional 46km of kerb and channel. It is projected that the replacement value of the road network will increase to \$415 million in 2037.

Overall the road network is in good condition, with a small percentage in poor condition. Approximately a quarter of the network is in average condition and will need attention over the next five to 10 years. (Refer to the discussion section for a breakdown of the current condition of the network.)

The required renewal expenditure to treat the roads at the right time is an average of \$11 million per annum over the next 10 years. Under the current funding level of \$6.5 million per annum the overall condition of the road network will deteriorate requiring a significant investment to renew the roads in the future.

To manage the renewal gap and condition of the road network an affordable level of funding is recommended under the RAMP. A budget of \$7 million is required in 2020-21 with an

annual compounding increase of 3.8 per cent. This level of funding will improve the overall condition of the network and will reduce the number of roads in poor condition over the next 20 years.

Bridges portfolio

Council is responsible for the management of 51 bridges with an estimated replacement value of \$25 million. The bridges portfolio consists of 14 road bridges and 37 foot bridges.

The majority of bridges are in a reasonable structural condition. The priority renewal works will address risk and safety issues such as replacement of missing or damaged hand rails, guards and timber decking. These works will be carried out over the next two years. The required expenditure to address all the current backlog of renewal works over the next 10 years is an average of \$350,000 per annum.

Background

The RAMP and BAMP have been developed to manage the Hobsons Bay municipal road system, taking into consideration the important links provided by the state road network.

In 2017 Council adopted the Asset Management Policy, Improvement Strategy and Action Plan. The Asset Management Policy provided the framework for sound asset investment decision making. The Improvement Strategy and Action Plan presented a list of improvement actions to be implemented to improve Council's asset management performance and maturity.

In implementing the action plan, asset management plans have been developed to:

- demonstrate responsible management of the asset base including systems and processes
- present the financial strategy to manage the renewal gap and deliver a defined level of service
- manage asset risk through long term planning.

Discussion

Road network

Council is responsible for the management of road and traffic assets having a replacement value (excluding land) of approximately \$458 million. The road network covers approximately 433km. The asset types that make up this asset class include the following:

- Road pavements: includes the road base and surface for sealed roads and the base for unsealed roads. These pavements are located on the road reserve.
- Carparks: includes the road pavements on the road reserve classified as on street carparks (indented parking bays) and pavements classified as off street carparks located in open spaces, sports pavilions, community halls, libraries etc.
- Kerb and channel: includes the road drainage including barrier, blue stone with channel, edge strip, mountable, semi mountable, and spoon drains.
- Streetscapes and Traffic Management Devices: includes furniture and signage found on the road reserve alongside the road such as bus shelters, bins, seats, bollards, public lighting, traffic signs, miscellaneous signs, parking signs and street name signs. Traffic Management Devices including road humps, roundabouts, slow points, splitter islands, school crossings, pedestrian operated signals and crossings and traffic signals.

Overall road network condition

Table 1 represents the current overall condition of the road network as the average condition of all the individual components that make up each road, i.e. road base, road surface and kerb and channel.

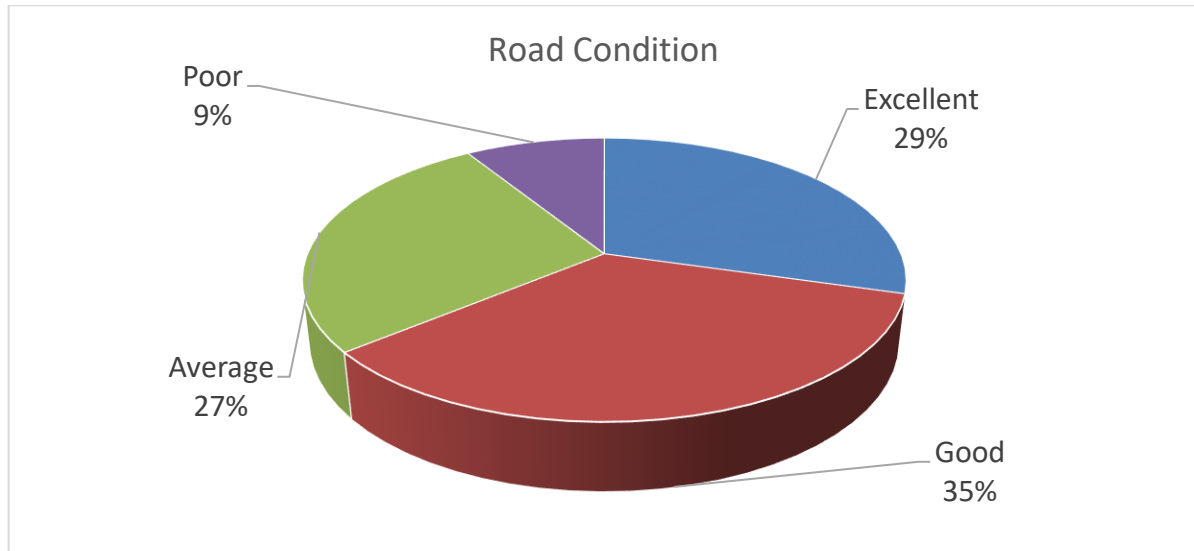


Table 1: Overall road network condition

The majority (64 per cent) of the road network is in the range of excellent to good condition with 9 per cent in poor condition. Twenty-seven per cent of the road network is in average condition and will require attention over the next five to 10 years along with the roads that are currently in poor condition.

Demand impact on assets

Demand will be placed on existing road infrastructure to cope with the increasing traffic generated from all land developments and population growth throughout the municipality. This impact will arise from both traffic volumes and increased frequency of freight traffic accessing both industrial and other precincts within the general road network.

New road infrastructure

Based on the development applications identified in 2017, new road infrastructure such as pavement, surfaces and kerb and channel were estimated from 2017 to 2037. It has been estimated that an additional 23km of roads will be constructed to service new developments including an additional 46km of kerb and channel. It is projected that the replacement value of the road network (pavements and kerb and channel only) will increase from \$394 million to \$415 million in 2037.

Required renewal expenditure

Table 2 represents the predicted future asset condition (red line expressed as the predicted per cent of the asset base above or beyond the selected intervention level) based on the continuation of the current level of renewal expenditure (blue bars). The grey bars represent the required expenditure profile to treat all assets that reach the defined condition intervention level. The blue bars represent the current and proposed expenditure profile.

The required renewal expenditure is an average of \$11 million per annum over the next 10 years and \$8 million per annum for the following 10 years. Under the current funding level of \$6.5 million per annum the overall condition of the road network will deteriorate requiring a significant investment to renew and replace roads in the future.

The percentage backlog of roads above and beyond the intervention level will increase from 5.8 per cent to over 10 per cent in 20 years (noting the condition will deteriorate and become worse) if the current funding level of \$6.5 million per annum remains the same.

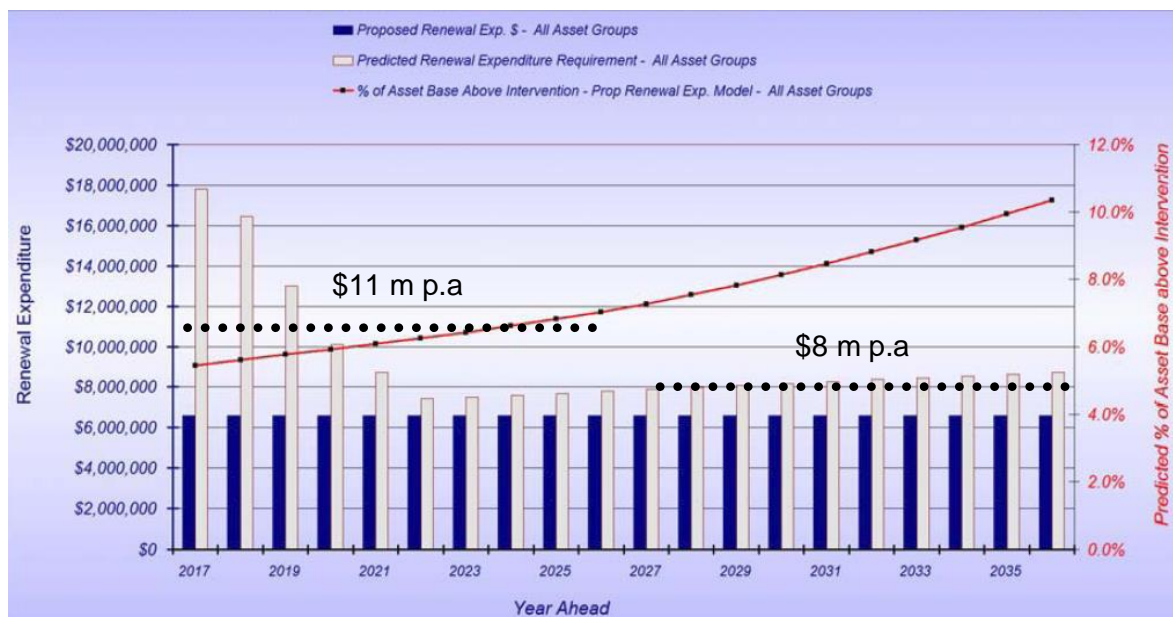


Table 2: Required renewal expenditure

Recommended renewal expenditure

Table 3 represents the recommended budget or renewal expenditure to improve the overall condition of the network and achieve a desired condition outcome within a designated period of time.

To manage the renewal funding gap and condition of the road network it is recommended that \$7 million with an annual compounding increase of 3.8 per cent is required commencing from 2020-21. This level of funding will improve the overall condition of the network and deliver a reduction of 25 per cent in the extent of above intervention assets after 20 years (from 5.8 per cent to 3.9 per cent above intervention – a reduced backlog or quantity of poor condition assets).

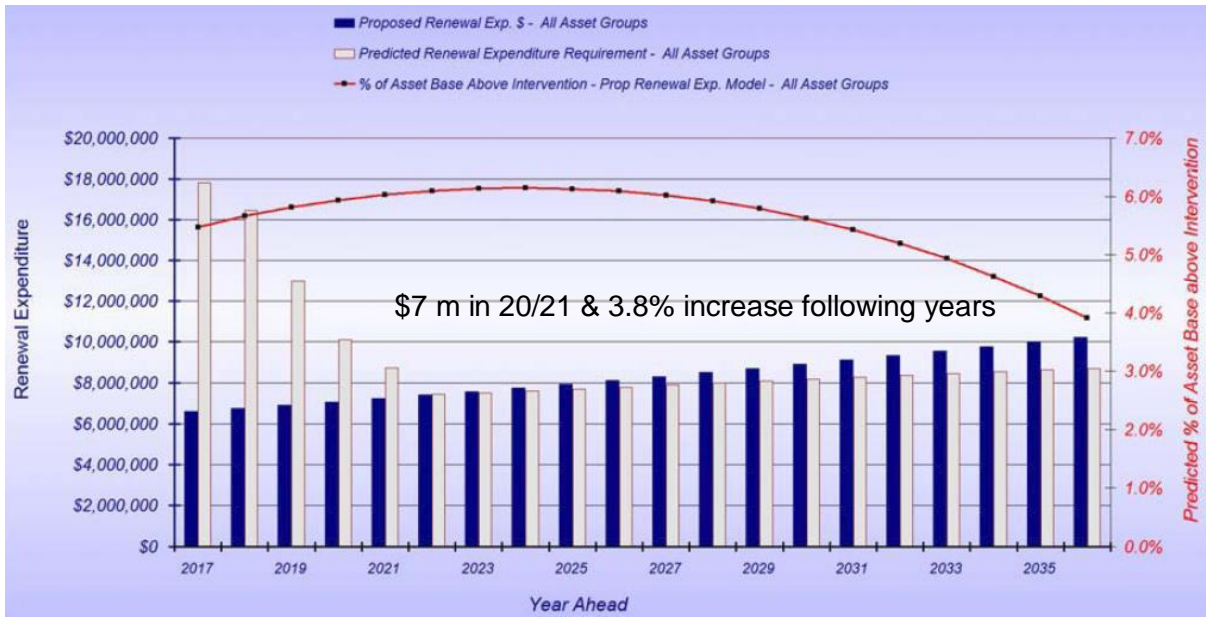


Table 3: Recommended renewal expenditure

Ten year financial forecasts

Table 4 summarises the 10 year financial forecasts for Council's roads. This level of funding will improve the overall condition of the road network by increased renewal investment annually and maintain the road network, including the new roads to be constructed through developer activities. The forecasts are presented in the following works categories:

- operations
- maintenance (programmed and reactive)
- renewals (rehabilitation and replacement works)
- upgrade / expansion works
- new works by developers

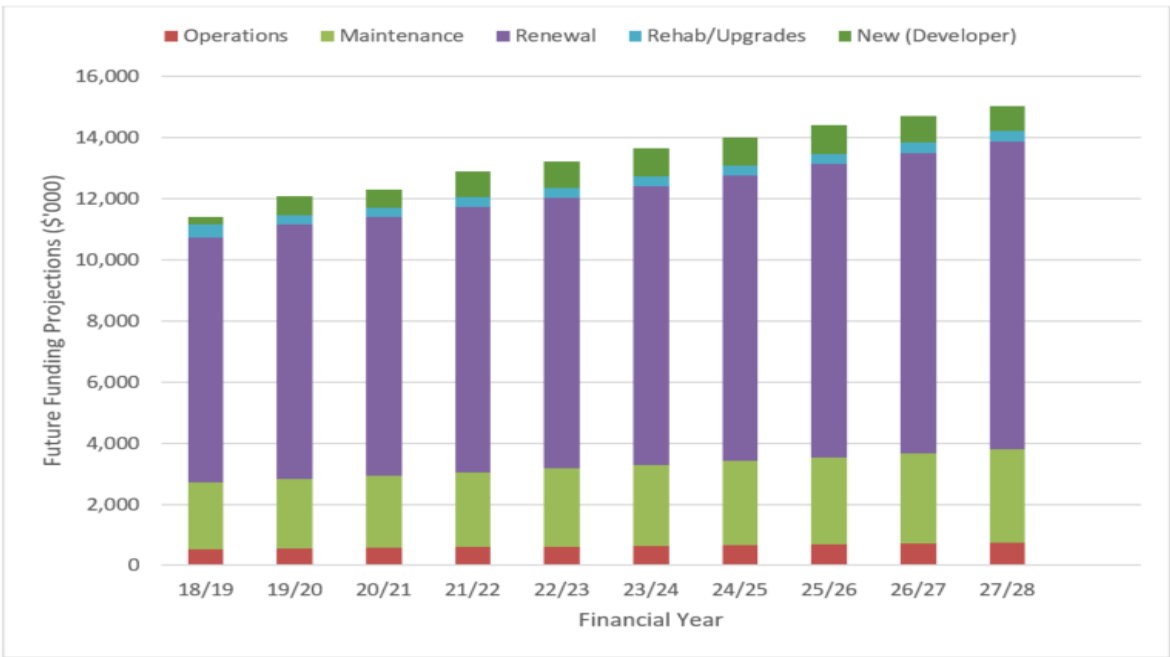


Table 4: 10 year financial forecasts

Bridges portfolio

The BAMP has been developed to manage the Council owned municipal bridges portfolio. Council is responsible for the management of 51 bridges with an estimated replacement value of \$25 million (as of June 2018).

Table 5 describes the portfolio of bridges by type. The portfolio consists of 14 road bridges and 37 foot bridges with a total length of 1.4km.

ASSET GROUP	ASSET TYPE	UNITS	QUANTITY OF BRIDGE ASSETS	LENGTH OF BRIDGE (M)	REPLACEMENT VALUE (\$)
Bridges	Road Bridges	No.	14	403	\$ 20,974,836
	Foot Bridges	No.	37	932	\$ 4,339.182
			Total	1,335	\$25,314,018

Table 5: Portfolio of bridges

Bridges portfolio condition

In 2016 a bridge asset register was developed with a subsequent visual condition audit undertaken by Council officers to identify and address high priority risk issues.

Table 6 represents the overall condition of Council bridges, showing the average condition of individual components that make up each bridge i.e. foundations, deck, beams, railings, etc.

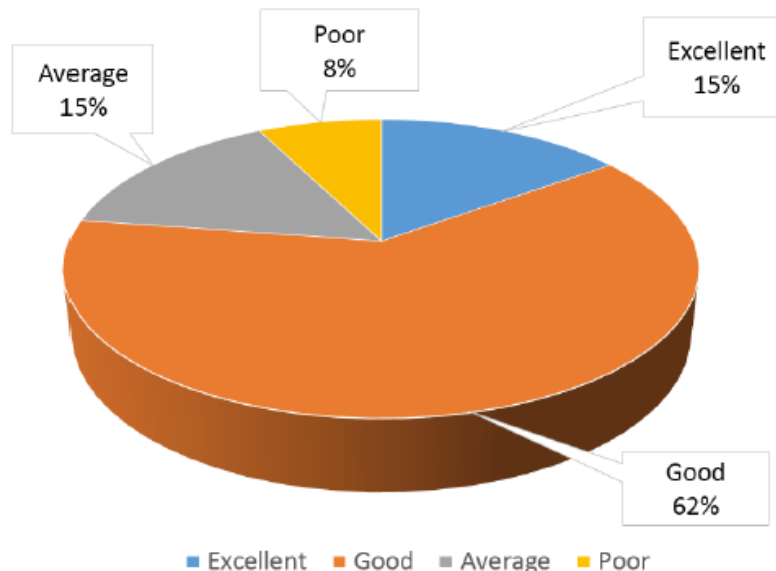


Table 6: Overall condition of Council bridges

The majority (77 per cent) of bridges are in excellent or good condition with 8 per cent in poor condition. Fifteen per cent of the bridges are in average condition and will require attention over the next few years along with those bridges currently in poor condition.

It is best practice to undertake bridge audits every five years. The funding proposal as outlined in this report will address the current known renewal and maintenance issues. It

should be noted that a full structural audit and load limit testing of all bridges will be undertaken in 2019-20. It is anticipated that an increased level of investment will be required to renew and upgrade some of the bridges. These audits will inform the future budget requirements for 2020-25.

Demand impact on assets

Despite the current drivers for development and improvements to the western corridor there is no need for additional bridges within the municipality. Existing bridges may be upgraded in the future as the demand is developed and better understood.

Renewal plan

The renewal plan was developed using the visual condition assessment data collected. The bridges were ranked by condition and renewal works further prioritised using a risk based approach. Higher priority was given to bridges in poor condition with high utilisation, and for those that provide access to other facilities, reserves, parks, playgrounds and other assets.

Required renewal expenditure

The required expenditure to address the renewal works over the next 10 years is an average of \$350,000 per annum.

Ten year financial expenditure

Table 10 summarises the 10 year financial forecasts for Council's bridges. This level of funding will maintain the overall current condition of the bridge network and eliminate the current backlog of renewal and maintenance works. The total expenditure is an average of \$410,000 per annum.

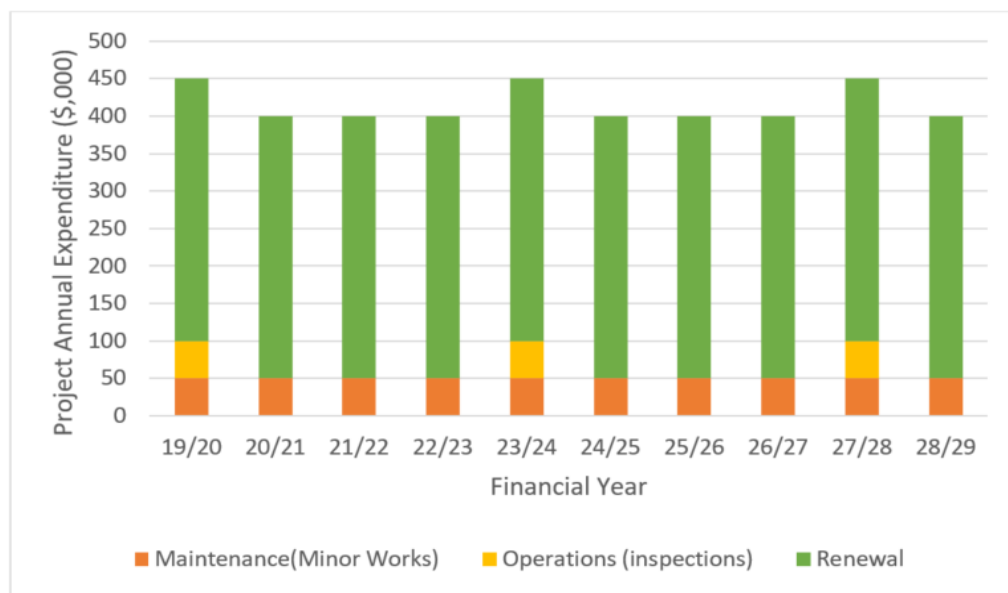


Table 7: Ten year financial expenditure

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 3: A well designed, maintained and environmentally sustainable place

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

This report aligns with Council's Asset Management Policy and Action Plan 2017.

Policy and Previous Council Reports

This report and recommendation is consistent with Council's Asset Management Policy and Action Plan 2017.

Legal/Statutory Obligations/Risk

Section 206 of the *Local Government Act* 1989 deals with the powers of Council in relation to roads in its municipal district (including footpaths). The powers relevantly include the power set out in clause 1 of schedule 10, namely, the power to *make and fix and alter the level of roads*.

Under the new local government reforms, once adopted, councils will be required to develop and implement asset management plans demonstrating responsible asset stewardship.

Financial and Resource Implications

The required renewal expenditure to address the roads at the time they need treatment is an average of \$11 million per annum over the next 10 years. Under the current funding level of \$6.5 million per annum the overall condition of the road network will become worse requiring a significant investment to renew and replace roads in the future.

To manage the renewal gap and condition of the road network a budget of \$7 million is required in 2020-21 with an annual compounding increase of 3.8 per cent is required. This level of funding will improve the overall condition of the network and aims at reducing the number in poor condition over the next 20 years.

The required expenditure to address the current backlog of bridge renewal works over the next 10 years is an average of \$350,000 per annum. A full structural audit and load limit testing of all bridges will be undertaken in 2019-20. Following this the expenditure requirements will be revised. It is anticipated that an increased level of investment will be required to renew and upgrade some of the bridges.

Environmental/Social/Economic Impacts

Council's strategic asset management approach has positive environmental, social and economic impacts. Long term asset planning and timely renewal of road and bridge infrastructure assets will (i) extend the life of the asset base and provide safe, accessible, fit for purpose assets and networks for present and future communities, (ii) avoid increased replacement costs in the future due to the deferral of works and (iii) contribute to the health and wellbeing of the community.

Consultation and Communication

Internal consultation and engagement has been undertaken with service managers and key officers responsible for the implementation of the plans and ongoing management of the roads and bridges.

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 West Gate Tunnel Strategic Update Report

Directorate: Infrastructure and City Services

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

Appendices: Nil

Purpose

For Council to receive and note the current status report on the West Gate Tunnel Project (the Project) and associated initiatives, projects and advocacy activities.

Recommendation

That Council receives and notes the current status report on the West Gate Tunnel Project.

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 specifically relating to the Project, the Open Space Enhancement Package (OSEP) and the Hobsons Bay Transport Planning Study (HBTPS) are included within this report.

Construction works are well advanced on the Project. The CPB Contractors, John Holland Joint Venture (JV) and West Gate Tunnel Authority (WGTA) continue to seek Council's input into specific project design and construction activity, 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. As it progresses through the construction phase regular status reports will continue to be provided. This report provides an update on current Project activities, items submitted by WGTA and the 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. Updates on the Community Liaison Group (CLG), Traffic Management Liaison Group and Inner West Air Quality Community Reference Group (the Inner West AQCRG) are also provided.

Discussion

Construction activity

Figure 1 below outlines the current Project related activities along the West Gate Freeway section:



Figure 1: Current Project construction activity

Key construction activity being undertaken by the JV in the western section includes:

1. Works to widen the West Gate Freeway between Chambers Road and Grieve Parade and new noise walls.
2. Construction of retaining walls, bridge structural works including excavations and piling at various locations.
3. 220KV and 66KV powerline relocations along the edge of freeway.
4. Construction of two pedestrian overpasses at Rosala Avenue and Muir Street.
5. Kororoit Creek Road and Newport-Sunshine rail bridge widening works.
6. Millers Road and Williamstown Road bridge structure widening and traffic lane switches, adjusting the alignment of the freeway to allow preparation for the inbound tunnel entry.
7. The outbound (southern) tunnel portal site.
8. Preparation for establishment of a construction compound at the northern end of Hall Street, Spotswood.

In preparation for construction works in the vicinity of the Hyde Street ramps and compound establishment at the northern end of Hall Street, Spotswood a temporary noise wall will be erected in Hope Street along the western edge of the rail reservation to mitigate noise impacts on the Emma McLean Kindergarten.

The final parts of the first Tunnel Boring Machine (TBM), named Bella, have been lifted into place to commence digging the West Gate Tunnel. The four-storey-high 450-tonne cutterhead has been lowered 27 metres into the ground in Footscray using a 500-tonne gantry crane. The cutterhead will rotate up to almost two times per minute during normal tunnelling operation and up to 3.5 times per minute when cutting through dense rock sections. Bella will take 18 months to dig the longer outbound tunnel connecting the city to the West Gate Freeway, travelling at around 10 metres per day. The assembly of the second TBM (Vida) will soon commence for the inbound tunnelling to start later this year.



Figure 2: TBM Bella

Construction traffic impacts

In order to undertake the power relocation works including the removal of 66kv conductors and relocation of 220kv conductors onto new monopoles, along the West Gate Freeway inbound between Lynch Road and Millers Road, the Rosala Avenue pedestrian overpass was temporarily closed in August and September. Pedestrian access detours were established via adjacent local roads and Millers Road. A taxi was provided initially by the JV during the closure to provide alternative transport to local users of the overpass.

Some night time and freeway ramp closures have been programmed, with detailed traffic management and communications plans to be implemented in the lead up to closures, e.g. for the Muir Street pedestrian bridge removal and replacement, refer to Figure 3 below.

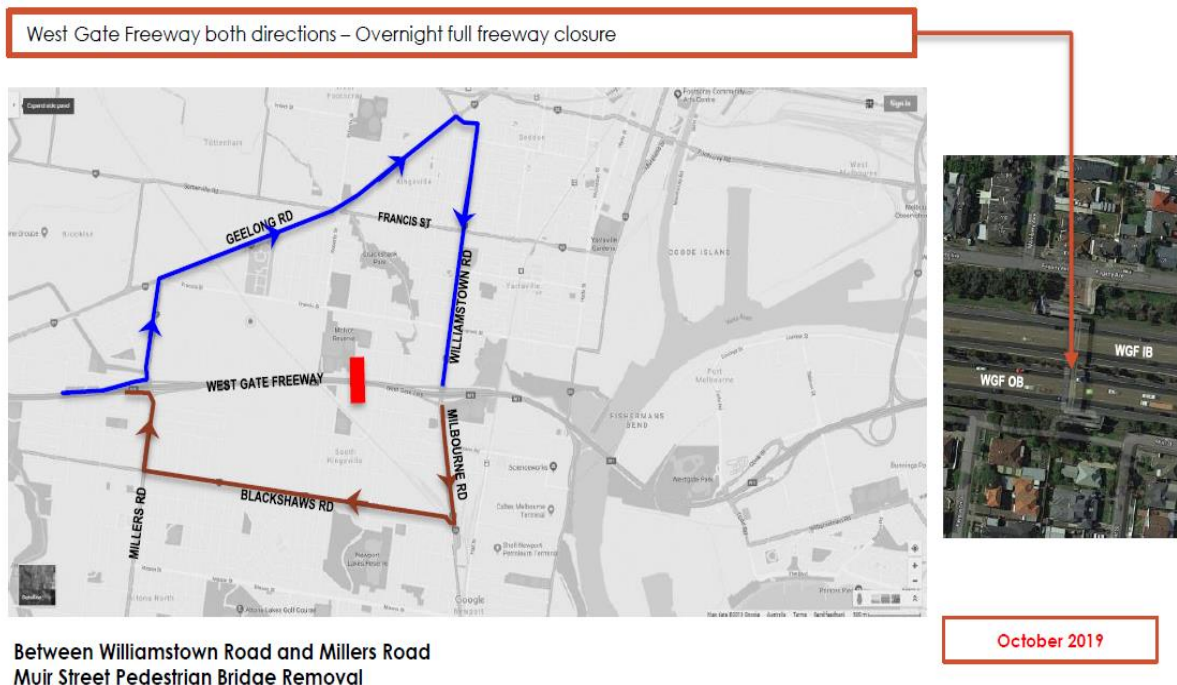


Figure 3: Muir Street pedestrian bridge removal traffic management

Further details on traffic disruptions due to works for the Project are available at:
<http://westgatetunnelproject.vic.gov.au/constructionupdates>.

Council advocacy

Throughout the design and now construction stages, Council officers have, where possible, negotiated outcomes and improvements consistent with Council's adopted position to optimise beneficial community outcomes. A Memorandum of Understanding (MOU) has been established between Council and the WGTA to reflect the organisational roles and responsibilities and to resource Council officers in project delivery for the term of the Project.

Open Space Enhancement Package

The OSEP was endorsed at the Ordinary Council Meeting on 13 February 2018 and is supported by the Victorian Government through a \$5 million contribution and \$2.86M Council contribution. The current status of the OSEP is described below.

Item	Status
Duane Reserve, Brooklyn improvements	Detailed design and documentation commenced prior to further consideration by Council.
Brooklyn Reserve improvements	Construction is planned to commence at the end of 2019 with completion expected in early-mid 2020.
Rowan Avenue Reserve, Brooklyn improvements	Due to support for the creation of more multipurpose spaces in the Brooklyn Community Hall, a separate review of the hall and immediate surrounds will be undertaken.
WLJ Crofts Reserve, Altona North Master Plan, Pavilion and improvement works	Tenders being sought for the design and construction of the new pavilion. Other elements of the Improvement Plan will now proceed to detailed design and costing prior to implementation. Expected completion of works early 2021.
Donald McLean Reserve, Spotswood Master Plan Review and Works	As for WLJ Crofts Reserve above. Expected completion of works late 2021.

Detailed design will now be undertaken by consultant architects prior to further discussions with clubs on optional elements (subject to separate funding sources) and consideration by Council.

Hobsons Bay Transport Planning Study

The Department of Transport (DOT) is leading the HBTPS in partnership with Council. A transport issues report for the study area has been completed by project consultant WSP. This will be used to guide community engagement with the project, defining issues and opportunities previously identified by the community and respective agencies.

The HBTPS, 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 to a business plan for endorsement by government.
3. An advocacy document for Council which will include items that may not align with current Victorian Government policy.

Draft reports for the first areas of investigation, which include Grieve Parade, Hyde Street ramps and the additional north-south link, have been prepared and are currently under review by the Project Working Group. A data gap assessment is also being prepared along with communication material for the upcoming public announcement of the HBTPS.

Transport Corridor Study (Williamstown Road and Millers Road)

The Transport Corridor Study (TCS) is led by the DOT (Major Roads) to identify and address key transport issues and impacts resulting from the Project in the Williamstown Road and Millers Road corridors, particularly the proposed increase in truck traffic. Specifically, the purpose contained in the Terms of Reference is *to identify community concerns and help develop initiatives that would support local amenity and traffic movement*.

The TCS Working Group has identified and assessed 52 initiatives for investigation. Ten Phase One initiatives that can deliver benefits and be built by 2022 (prior to the opening of the West Gate Tunnel) are proposed to be made available to the community for consultation.

Further information on the TCS can be found at:

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

Community Liaison Group

The last combined North and West CLG meeting was held on 24 July 2019 and included an update on construction activities, planned works, reports from community members, the Schools Engagement Program - West Gate Kids, the Landscape Plan and a WGTA update.

Following an expression of interest and interview process for additional CLG members, new members are proposed to be appointed for the North and West CLG meetings in September.

Further information on the CLG including copies of meeting notes can be found at:

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

Traffic Management Liaison Group

The last meeting of the Traffic Management Liaison Group, held on 4 September 2019, provided an update on various traffic management aspects of the Project. Traffic monitoring across the network continues and no major issues have been identified with the recent major freeway lane and ramp temporary closures. Council officers continue to raise community concerns regarding project trucks operating in residential streets, particularly in Spotswood and South Kingsville.

Upcoming traffic impacts are included in Figure 4 and 5 above and the following link:

www.westgatetunnelproject.vic.gov.au/travel disruptions.

Business Involvement Plan Progress

The Project has social and economic requirements and targets to support local businesses and provide local employment opportunities. An Industry Capability Network has been established with Hobson Bay businesses invited to participate. An online trader directory has been in place since last year, and the JV Business Engagement team have been working closely with Council's Economic Development team to connect local businesses to the JV and workers.

Community Involvement and Participation Plan

On Tuesday 10 September, the Member for Williamstown, Melissa Horne, announced the launch of the West Gate Neighbourhood Fund. Two funding streams will be available:

Partnership and Neighbourhood Grants. Further information can be sourced via the following links:

- <http://westgatetunnelproject.vic.gov.au/community/grants>
- <http://westgatetunnelproject.vic.gov.au/about/latest-updates/supporting-the-west-with-funding-for-community-led-ideas>

Inner West Air Quality Community Reference Group

The Inner West AQCRG provides community members with the opportunity to provide community insight and input to future improvements for air quality in the inner west. The Inner West AQCRG has an initial term of 12 months (to the end of 2019).

The last meeting of the Inner West AQCRG was held on Monday 26 August 2019 and included a panel discussion on industry emissions.

Further information 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 Ambient Air Quality Monitoring Stations to develop a baseline of data from current local conditions (see below). 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. The air quality report for May 2019 has been published on the Project website:

1. Webpage link: <http://westgatetunnelproject.vic.gov.au/about/keytopics/tunnel-ventilation-and-air-quality>
2. Direct link: http://westgatetunnelproject.vic.gov.au/_data/assets/pdf_file/0008/380366/West-Gate-Tunnel-Project-Ambient-Air-Quality-Monitoring-Report-May-2019.pdf

Strategic Alignment

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

Priority 6: An accessible and connected community

Priority 2: Community wellbeing and inter-connection

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

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

Goal 2: A great place

- 2.5 Work with all levels of government and other stakeholders to improve our transport network and to address gaps and capacity in public transport, our roads, foot paths and cycle routes

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

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

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

Policy and Previous Council Reports

On 26 August 2016 Council adopted the updated Hobsons Bay City Council's Adopted Position and Recommendations for the then Western Distributor Project. The adopted position included Hobsons Bay Project Requirements, Principles, Objectives and Performance Measures for the Project.

The Principles are:

1. An efficient, integrated and sustainable transport network outcome.
2. Positive liveability, amenity and community wellbeing outcomes.
3. An environmentally responsible project.
4. A genuine commitment to consult with the community.
5. A value for money outcome.
6. Planning for future growth.

Several Council policies and strategies were considered in the establishment of the adopted position on the Project and have been considered to inform the design and Environment Effects Statement (EES). Council has received numerous reports regarding officer assessments of the Project design development, community engagement and advocacy activities undertaken in response to the Project.

Legal/Statutory Obligations/Risk

Legal and statutory obligations and risks have been identified throughout Council's review and input to the Project. These obligations and opportunities will continue to be monitored and assessed.

A report and formal submission on the preferred design and EES was adopted by Council at the Ordinary Council Meeting on 27 June 2017. This report considered legal, risk and statutory obligations for the Project. A statutory process for the acquisition of Council land has commenced.

The latest available Independent Reviewer and Environmental Auditor's report on the Project can be viewed at:

http://westgatetunnelproject.vic.gov.au/_data/assets/pdf_file/0006/376431/WGTP-IREA-audit-report-September-2018-February-2019.pdf.

Financial and Resource Implications

Council officers continue to review design packages and respond to stakeholder requests particularly now that construction is underway.

An MOU has been established between Council and the WGTA to reflect the organisational roles and responsibilities and to support the ongoing resources in project delivery for the term of the Project.

Environmental/Social/Economic Impacts

The environmental, social and economic impacts of the Project to the Hobsons Bay community have been described in detail through the EES and will be monitored and mitigated through the implementation of the Environmental Performance Requirements (EPRs) for the Project. Local procurement, jobs and business development are project objectives as described in the Business Involvement Plan section above.

Consultation and Communication

The Project includes a detailed consultation and communication process. The Project EPR requires the development of a Communications and Community Engagement Plan which links closely with the proposed EPRs, requiring a Traffic Monitoring and Management Plan, Business Involvement Plan and Community Involvement and Participation Plan.

Notifications to directly impacted areas prior to works commencing have been ongoing. Council has assisted in sharing information on planned traffic disruptions through its website and social media.

The JV has informed residents of Beevers Street that until the end of the year, additional light vehicles (not trucks) will be using a gate at the end of Beevers Street to access the compound at the Italian Social Club during the day. Information has also been distributed to residents surrounding the new walking and cycling overpass connecting Rosala Avenue and Richards Court advising that construction of the new overpass (6.1 metres high, 60 metres long and three metres wide) will continue until November 2019.

Residents have been informed of changes to local road site access on the southern side of the West Gate Freeway with access from gates on Irwin Avenue, Rosala Avenue and Freemans Road/Misten Avenue (see figure 6 below). Traffic Management Plans have been approved subject to strict conditions and operational requirements to minimise impacts on residents.

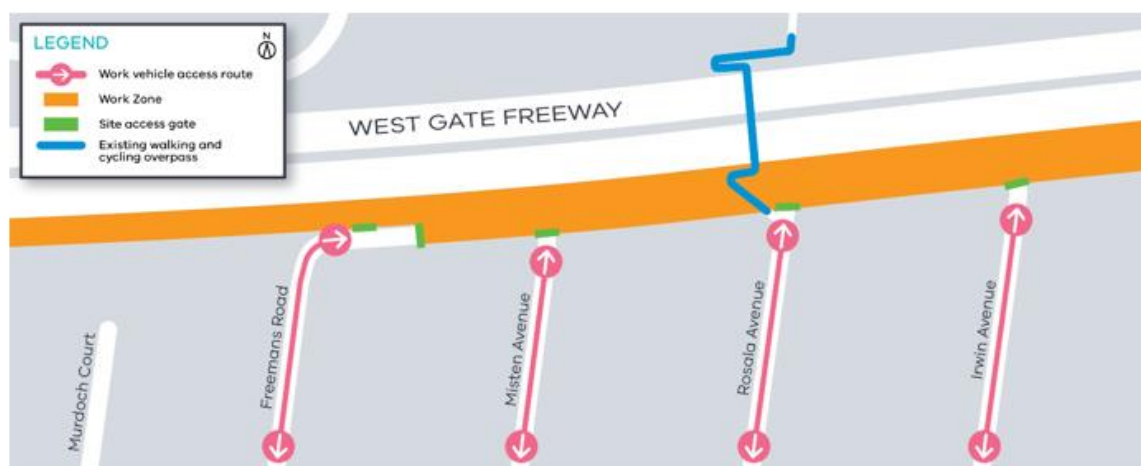


Figure 6: Site access south of West Gate Freeway, Altona North

Fact sheets have been prepared by WGTA for specific areas to be landscaped by the Project and are now available online in the Project website's Document Library. It is noted that the proposed play space to be provided by the Project is shown on the New Street area fact sheet north of Watson Street and immediately west of the Newport – Sunshine rail line. Council has requested that this play space be relocated to a more appropriate location at

Donald McLean Reserve. Landscape fact sheets can be found at the following link:
<http://westgatetunnelproject.vic.gov.au/about/keytopics/open-space>.

The WGTA is proposing to install interpretative signage in local parks and other strategic locations to assist the community to be aware of and visualise project features and benefits, including environmental and amenity outcomes such as new shared user paths. WGTA are working with Council officers in developing appropriate locations, design and content.

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 Contract 2019.71 Sports Hard Court Project - Bayside College, Williamstown and Dennis Reserve

Directorate: Infrastructure and City Services

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

Appendices: Nil

Purpose

To seek Council endorsement for the awarding of Contract 2019.71 for the Sports Hard Courts Project at Bayside College and Dennis Reserve, Williamstown.

Recommendation

That Council awards Contract 2019.71 for the Sports Hard Courts Project at Bayside College and Dennis Reserve, Williamstown to A.S. Lodge (VIC) Pty Ltd at a fixed lump sum prices of \$1,634,974.00 (incl. GST).

Summary

The construction of multiple tennis and netball courts for Bayside College Williamstown Campus and Dennis Reserve, Williamstown are proposed to be undertaken utilising funds in Council's 2019-20 capital works budget.

A public tender was undertaken to appoint a single or separate contractors for these works with two submissions received during the process. Following the evaluation of these tenders, a report was presented to the Tender Board on 17 September 2019, recommending to award the contract to a single contractor, A.S. Lodge (VIC) Pty Ltd.

Background

The construction of tennis courts were initiated from the Tennis Facilities Needs Analysis (TFNA), which identifies future demand for tennis across the municipality and reviews the current network of tennis venues and their current condition. The TFNA also investigated potential constraints and opportunities on tennis participation and the growth of similar hard court games like netball and box lacrosse across the municipality.

To address these needs, the following works were proposed to be undertaken in this project:

- construction of three new tennis courts at Bayside College Williamstown Campus, north of the existing courts, including lighting, fencing and an acrylic finish
- refurbishment of the existing netball courts at Bayside College Williamstown Campus, including resurfacing and lighting
- demolition of the existing tennis courts, tennis club pavilion, decommissioned Williamstown Ladies Bowling Club pavilion and greens and construction of four new tennis courts including lighting, fencing and turf finish at Dennis Reserve

Discussion

A tender for the sports hard courts was formally advertised in *The Age* on 17 August 2019 and closed on 30 August 2019.

Two tender submissions were received and the Tender Evaluation Panel met on 3 September 2019 to evaluate the tender submissions. Tender interviews were conducted on 5 September 2019 for both tenderers.

Revised proposals were received and once the Tender Evaluation Panel was satisfied with all clarifications and responses, the evaluation matrix was populated by each panel member with their scores.

Based on the evaluation process and reference checks, the Tender Evaluation Panel recommended A.S. Lodge (VIC) Pty Ltd as the preferred tenderer. A.S. Lodge (VIC) Pty Ltd provides the best value for money within their submission, has extensive experience in similar projects and has demonstrated an ability to meet the timelines and quality outcomes specified within the contract.

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 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; and
- 1.3 Ensure all community members will have access to quality community, sport and recreation facilities, cultural experiences and open spaces that encourage a healthy and active lifestyle

Policy and Previous Council Reports

The awarding of Contract 2019.71 through a public tender process complies with Council's Procurement Policy and is consistent with the Hobsons Bay Tennis Needs Analysis and the Hardcourts condition audit report.

Legal/Statutory Obligations/Risk

The awarding of Contract 2019.71 through a public tender process complies with section 186 of the *Local Government Act* 1989, which stipulates that a Council must publicly 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 2019-20 Capital Works Program with a total budget of \$1,450,000.00 excluding GST. The recommended tenderer's submission of \$1,486,340.00 excluding GST exceeds the current budget allocation. The remaining budget to cover the costs associated for this project will come from savings within the Capital Works Program.

Environmental/Social/Economic Impacts

The proposed scope of works and tender evaluation process have taken into consideration the following environmental, social and economic impacts:

- provision of environmentally sustainable design (ESD) inclusions
- consideration of existing environmental conditions
- provision of all abilities access to the building and surrounds

Consultation and Communication

The tender was publicly advertised in *The Age* on 17 August 2019. The Tender Evaluation Report for Contract 2019.71 was presented to Council's Tender Board on 17 September 2019. The Tender Board endorsed the Tender Evaluation Panel's recommendation to award the contract to A.S. Lodge (VIC) 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.

8.3.4 Contract 2019.44 Consultancy Services Panel

Directorate: Infrastructure and City Services

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

Appendices: Nil

Purpose

To seek Council endorsement for the awarding of Contract 2019.44 for the Consultancy Services Panel.

Recommendation

That Council awards Contract 2019.44 Consultancy Services Panel to multiple consultants at an estimated total up to \$4.8 million for the initial period of two years with an option to extend by one year at Council's discretion.

Summary

Council regularly engages consultants to deliver a range of technical services in the development and delivery of its annual Capital Works Program. Council's capital works budget over the next two years is \$120 million. A Consultancy Services Panel has been developed to deliver time and cost efficiencies when utilising services and provide increased value in the implementation of the annual Capital Works Program.

Background

Council regularly engages specialised technical consultants to deliver a range of services in the development and delivery of its annual Capital Works Program. This includes:

- architectural (building) design services
- civil engineering and design services
- environmental management services
- environmental sustainable design services
- geotechnical investigation services
- landscape and urban design architectural services
- cadastral and feature surveying services
- mechanical engineering and design services
- electrical engineering and design services
- strategic planning
- plumbing and fire design services
- structural engineering services

The current process for engaging consultants incurs increased costs and time for the delivery of projects within the annual Capital Works Program. Project managers are often required to spend substantial time in procurement which slows down project delivery. This can include searching for suppliers, time spent reviewing tender submissions, evaluating tenderers and writing tender reports.

Establishing a formal contract for the key consultancy services Council provides will help reduce the impact of many of these project management challenges without impacting on the key procurement goals of probity, good governance and compliance.

Discussion

A tender for the development of a Consultancy Services Panel was formally advertised in *The Age* on 1 June 2019, closing on 4 July 2019. Two hundred and twenty-five tender submissions were received by the tender deadline.

While submissions were invited for foreshore design services, only three tenders were received, and these were not considered best value for money. On this basis a panel for the delivery foreshore design services was not recommended for award.

The Tender Evaluation Panel met during July 2019 to evaluate tenders against the selection criteria. Based on the evaluation process, a report was presented to the Tender Board on 19 August 2019 recommended multiple consultants for the delivery of specialised technical consulting services as the preferred tenderer. These tenderers provide the best value for money within their submissions, have extensive experience in similar projects and have demonstrated an ability to meet the timelines and quality outcomes specified within the contract.

After an extensive evaluation process it is recommended that the Contract 2019.44 Consultancy Services Panel be awarded to a panel of consultants for the below categories at an estimated schedule of rates up to \$4.8 million for the initial period of two years, with one by one option to extend.

Panel Title	Recommended Panel Members
Panel 1. Architectural (Building)	Group GSA; Co-Op Studio; MGS Architects; Hede Architects; Nettleton Tribe; Croxon Ramsay; Baenziger Coles; JMA Architects, Katz Architecture, Haskell Architects, Cohen Leigh Architects, Lovell-Chen, Architecture Matters, Peter Wright & Associates; DS Architects; Guymer Bailey Architects; Perkins Architects; Canvas Projects; Robinson Architecture
Panel 2. Civil Engineering & Design	Cre Consulting; Amey Consulting, Cardno; Pitt & Sherry; Fisher & Fisher; Reeds; HDS Australia; AME Consulting; JDS
Panel 3. Environmental Services	GHD; RP Minidis Roberts; Edge Group; Kleinfelder Australia; Practical Ecology; Ecology Australia; Arbor Survey Pty Ltd; CR Ryder Consulting; Indigenous Design Environmental Management; Morphum Environmental; Landserv
Panel 4. Environmentally Sustainable Design	ACOR Kersulting; Alluvium; Cundall; Irwin Consulting; Umow Lai
Panel 5. Foreshore Services	Not awarded – refer to discussion
Panel 6. Geotechnical	ESP Enviro; FMG; GHD; Golder; Landserv; SMEC; Tonkin Taylor
Panel 7. Landscape & Urban Design Architects	2MH; ACLA; GHD; Hansen; Jeavons; Landprojects; McGregor Coxall; Mesh Livable Urban Communities; Outerspace Landscape Architects; Thompson Berrill Landscape Design; Tract Consultants; Urban Initiatives; Webb Australia Group
Panel 8. Mechanical, Electrical, Plumbing & Fire	Cundall; BCA; Webb; AG Coombs; BRT
Panel 9. Quantity Surveying	MBMpl; Miglic Macleod; Muller; Ralph Beattie Bosworth
Panel 10. Strategic Planning	David Lock; Echelon Planning; Ethos Urban; GHD; Hansen Partnership; Lovell Chen; Mesh Livable Urban Communities; RBA; Tract

Panel 11. Structural Engineering	Cardno; GHD Consultants; Miglic McLeod; Woolacotts Consulting; Quatrefoil Consulting
Panel 12. Cadastral & Feature Surveying	All General Surveying; Cardno; JDS; Land Surveys; PM Kennedy Land Surveyor; Reeds Consulting; Taylors Development Strategists
Panel 13. Traffic Engineering	Cardno; GHD; HDS; O'Brien; One Mile Grid; Salt3; SMEC; Traffix Group; Traffic Works

Process for procurement of works under the Consultancy Services Panel

This information outlines how the Consultancy Services Panel will function to ensure probity and compliance with the Procurement Policy.

Once accepted to be a member of the prequalified panel, consultants may from time to time be invited by Council-appointed project managers to competitively quote against other members of the panel for the work. Council will provide a brief that will include the following:

- the panel under which services are to be provided
- a description of the tasks and the outcomes to be achieved
- the setting of any milestones and timeframes to complete the work
- other information as appropriate

Panel members invited to respond to such briefs must in their tender response confirm the following as a minimum:

- their lump sum price inclusive of any external required charges to complete the work. The prices provided shall be based upon the hourly rates schedule submitted by the tenderer
- their ability and capacity to complete the work
- personnel who will be assigned to the work and indicative hours of each being assigned
- the timeframe to complete the work

Council will assess the quotes received for cost, quality, relative experience, ability to meet project timeframes, and meeting the Best Value Principles outlined in the *Local Government Act 1989*. Council may choose not to award to the lowest cost tenderer or any tenderer. At least three Panel members will be invited to quote for work offered through the Consultancy Services Panel.

Council reserves the right to undertake public tender process for any consultancy services.

There is no guarantee of a minimum amount or any amount of work being awarded through the panel.

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 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

The awarding of Contract 2019.44 through a public tender process complies with Council's Procurement Policy.

Legal/Statutory Obligations/Risk

The awarding of Contract 2019.44 through a public tender process complies with section 186 of the *Local Government Act* 1989, which stipulates that a Council must publicly advertise and invite tenders for services over the value of \$150,000 as fixed by an Order in Council.

Financial and Resource Implications

The estimated spend under this contract is expected to be up to \$2.4 million per cent and 11 per cent on consultants. Budget is provided in the 2019-20 capital works budget and the utilisation of the Consultancy Services Panel will provide increased value in the implementation of the annual Capital Works Program.

Environmental/Social/Economic Impacts

The proposed scope of works and tender evaluation process have taken into consideration the following environmental, social and economic impacts:

- provision of environmentally sustainable design (ESD) inclusions
- utilisation of local businesses where appropriate
- provision of best practice design principles for improved health and wellbeing outcomes

Consultation and Communication

The tender was publicly advertised in *The Age* on 1 June 2019. The Tender Evaluation Report for Contract 2019.44 was presented to Council's Tender Board on 19 August 2019. The Tender Board endorsed the Tender Evaluation Panel's recommendation to award the contract to multiple consultants for the delivery of specialised technical consulting services, 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.

8.3.5 Response to Petition - Saltwater Studios Pty Ltd Wellness Studios Concept for Dennis Reserve

Directorate: Infrastructure and City Services

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

Appendices: Nil 

Purpose

To respond to the petition from Saltwater Studios Pty Ltd requesting the development of a community hub and wellness centre at Dennis Reserve, Williamstown.

Recommendation

That Council:

- 1. Engages with Saltwater Studios Pty Ltd to investigate further options to develop a community hub and wellness centre.**
 - 2. Writes to the lead petitioner advising of the outcome.**
-

Summary

At the Ordinary Council Meeting on 13 August 2019, a petition was received with 474 signatures requesting Council support the construction of a community hub and wellness centre (the facility) at Dennis Reserve, Williamstown. Subsequently, the lead petitioner, Saltwater Studios Pty Ltd, has provided an updated proposal.

Saltwater Studios Pty Ltd proposes to provide \$1.5 million to fund the construction of the facility. This cost is based on a high level concept and is very conservative. Further work would be required to better understand all stakeholder requirements and the true cost of the facility. In addition, Saltwater Studios is seeking the longest lease possible for a room within the facility site to operate the business.

The Dennis Reserve Master Plan (DRMP), developed following a detailed community consultation process over a number years and was endorsed at Ordinary Council Meeting on 12 March 2019. Throughout the development of the DRMP other requests by commercial and private parties were received which were not supported. At no time was a commercial entity included as part of the DRMP. As the proposed facility does not align with the DRMP, this petition is not supported.

Council's Economic Development team can assist Saltwater Studios in exploring other commercial opportunities in Hobsons Bay.

Background

At the Ordinary Council Meeting on 13 August 2019, a hard copy petition with 91 signatures, along with an electronic document containing 383 signatures was tabled for the construction of a community hub and wellness centre at Dennis Reserve in Williamstown.

The petition states:

'Saltwater is proposing to build a state of the art, eco designed wellness centre in Williamstown. It would support our project if we can demonstrate the community would like this as much as we would like to deliver it to you! Please sign and show your support.'

Council officers have met with the lead petitioner from Saltwater Studios to clarify the concept plan proposal, lease expectations and potential uses of the proposed facility. The lead petitioner has provided an updated proposal requesting the development of a community hub and wellness centre at Dennis Reserve.

Council has been in discussions with the community on the future of Dennis Reserve following the closure of the Williamstown Ladies Bowling Club site in 2012. At the Ordinary Council Meeting on 10 July 2018, Council resolved to prepare a draft DRMP with the inclusion of four tennis courts. The report acknowledged community requests for additional open space along with the need for a joint use facility incorporating spaces for current and future community user groups. At the Ordinary Council Meeting on 9 October 2019, Council resolved to place the draft DRMP on public exhibition. Community feedback was obtained via two community drop in sessions and online via Participate Hobsons Bay.

Following the public exhibition period, the DRMP was endorsed by Council at the 12 March 2019 Ordinary Council Meeting. The DRMP includes the provision of four tennis courts, open space upgrades and a new multi-purpose community facility. As a result of stakeholder and community consultation conducted during development and background review, five guiding principles were identified to drive the DRMP.

- a place to escape and enjoy the outdoors
- a community asset
- a place for everyone
- green and leafy
- a heritage landscape

Council has commenced implementation of the DRMP with the design of four new tennis courts and the procurement of a contractor to install the tennis courts as part of Council's 2019-20 Capital Works Program. Community engagement will occur in late 2019 to help inform the design for open space upgrades to the reserve planned in 2020-21 and the proposed multi-purpose facility which is planned for construction in 2021-22.

Discussion

Saltwater Studios has developed a footprint concept with an elevation for a two storey facility at the northern end of Dennis Reserve. The ground floor includes facilities to service the Williamstown Central Tennis Club, public toilets and café with indoor seating and an external coffee window facing Ferguson Street. A 33 metre ground level lap pool was also included in the original proposal, but has since been removed by the lead petitioner. The forecourt grass area between the proposed facility and Ferguson Street would act as a meeting and gathering space for the local community.

The first level of the proposed facility would be a glass room of approximately 200sqm amid the ground level's green roof. Bi-fold doors partition the space to create two 100sqm rooms. The first level will be accessed by stairs facing Ferguson Street and via a lift. Saltwater Studios propose to fund the construction of the facility at an estimated cost of \$1.5 million.

The lead petitioner has advised they have an associate who would construct the facility. However, they are aware that Council has their own procurement processes to adhere to and that further discussions regarding the delivery and project management will need to occur. Following construction, the facility would be owned and maintained by Council.

Saltwater Studios is requesting to lease one of the 100sqm glass rooms on the first level. They are requesting the longest possible tenure available and that any rental fee be waived until their initial capital contribution towards the project is recovered. The second 100sqm room on the first level will be jointly used by community groups currently occupying the Williamstown Senior Citizens Centre. This room could also be hired out to community groups with the option of opening the bi fold doors to cater for larger events.

The petition was received following the endorsement of the DRMP, which involved an extensive community consultation process. Furthermore, Council received commercial and private development proposals for the reserve throughout the development of the DRMP, none of which were supported. The proposal outlined in this petition is not consistent with the DRMP and its guiding principles, and therefore is not supported.

A list of alternative sites known by Council are provided below as opportunities for Saltwater Studios to explore:

- Seaworks (Loft Space), 82 Nelson Place, Williamstown
- Seaworks (Warehouse) 82 Nelson Place, Williamstown
- Williamstown Cricket Ground, 71 Morris Street, Williamstown

In addition, there are other commercial vacancies available in the Douglas Parade and Ferguson Street precinct. Should Saltwater Studios be interested in exploring these opportunities further, Council's Economic Development team is able to assist.

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 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

The DRMP aligns with recommendations from the following Council endorsed documents:

- Tennis Needs Assessment
- Sports Facility Needs Analysis
- Hobsons Bay Open Space Strategy

Policy and Previous Council Reports

The development of the DRMP has been the subject of numerous Council reports over recent years as shown below:

- 12 November 2013 Ordinary Council Meeting: submissions and a petition were acknowledged, and a public consultation process was endorsed
- 12 May 2015 Ordinary Council Meeting: a long term plan for Dennis Reserve was presented to Council. Council deferred the motion for further consideration and decided to convene a meeting with all interested parties and Councillors prior to further consideration

- 9 June 2015 Ordinary Council Meeting: following the earlier public meeting on 1 June 2015 Council resolved to develop a master plan for Dennis Reserve and to establish a stakeholder reference group to assist Council in the master plan process
- 12 June 2018 Ordinary Council Meeting: Council adopted the Hobsons Bay Open Space Strategy, Sports Needs Analysis Final Report and Tennis Needs Assessment Final Report
- 10 July 2018 Ordinary Council Meeting: Council noted the recommendations made by the Dennis Reserve Master Planning group and resolved to prepared a Draft DRMP based on the inclusion of four tennis courts
- 9 October 2018 Ordinary Council Meeting: Council resolved to place the draft DRMP on public exhibition for four weeks between 15 October 2018 and 15 November 2018
- 12 March 2019 Ordinary Council Meeting, Council resolved to adopt the final DRMP.

Legal/Statutory Obligations/Risk

Dennis Reserve is Crown Land (Crown Allotment 1A, Section 11A, Township of Williamstown, Parish of Cut-paw-paw) for which Council is appointed Committee of Management. The land is permanently reserved for Public Gardens and Public Recreation under the *Crown Land Reserves Act 1978* (the Act). The reservation for public recreation would not restrict Dennis Reserve from being used for commercial purposes.

Council can only enter into agreement up to 21 years as per the conditions set out within the Act. There are provisions within the Act to have a 65 year occupancy agreement, however, proposed works would need to be substantial in nature and of a value to justify a longer term lease. The level of investment proposed with this development would not warrant the extended tenure option.

Saltwater Studios is proposing that the facility would be a Council asset for Council to maintain and renew. The construction estimate of \$1.5 million is considered low given the size and scale of the development. Potentially Saltwater Studios may need to source additional funding.

Dennis Reserve is categorised as a Public Park and Recreation Zone (PPRZ) under Council's planning scheme and has its own Heritage Overlay (HO168). A planning permit is required under the PPRZ for the use and development of the land for the proposed wellness centre, given it is being proposed by a private entity rather than Council. Any such application for a permit under the PPRZ must include the following regarding public land manager consent:

An application for a permit by a person other than the relevant public land manager must be accompanied by the written consent of the public land manager, indicating that the public land manager consents generally or conditionally either:

- *to the application for permit being made*
- *to the application for permit being made and to the proposed use or development*

A planning permit is also required under the Heritage Overlay for the construction of the building and the removal or lopping of any trees, as there are trees of heritage significance on the reserve.

Financial and Resource Implications

Saltwater Studios has estimated a construction cost of \$1.5 million which is considered low and very conservative. Further work is required to better understand the requirements of all stakeholders and the true cost of the facility. The direct ongoing maintenance cost to Council

for the proposed facility would be approximately \$30,000 per annum. Other utility costs would be incurred by the users of the facility.

Council has allocated \$3.5 million in its draft 2021-22 Capital Works Program for the construction of the new multi-purpose facility identified in the DRMP. This multi-purpose facility will be consistent with the principles identified within the DRMP. The facility will be jointly used by existing tenants of the Williamstown Senior Citizens Centre, the Williamstown Central Tennis Club and will be available for other community groups to access.

Council is preparing an application to be submitted for the Tennis Australia's National Court Rebate Scheme. The application is made initially to Tennis Victoria as part of a screening process and funding amounts are discretionary depending on the number of applications received.

Environmental/Social/Economic Impacts

Council has obligations under the *Health and Wellbeing Act* 2008 to seek, protect, improve and promote public health and wellbeing. The provision of facilities that encourage the community to participate in sporting, recreational and community activities is a fundamental role of Council.

Recreation and leisure facilities make a significant contribution to the health and wellbeing of the community. Participation in physical activity is associated with better physical health and improved social, emotional and psychological wellbeing.

Consultation and Communication

Officers have met with the lead petitioner from Saltwater Studios to clarify the concept plan proposal, lease expectations and potential uses of the proposed facility.

The development of the DRMP involved considerable consultation with the local community. Feedback on the draft DRMP was sought over a four week public exhibition period between 15 October 2018 and 15 November 2018. A total of 52 submissions were received during this period.

Feedback was captured via Council's online feedback portal 'Participate' Hobsons Bay. Details of the public exhibition period were communicated via:

- Facebook posts (two separate posts with a reach of 1185 and 1562 people)
- community news article
- media release
- onsite signage
- signage at the Williamstown library
- Participate Hobsons Bay (to its 1300-plus registered users)

In addition, two drop in sessions were held during the public exhibition period at the Williamstown Senior Citizens Centre. Approximately 60 people attended the sessions to clarify aspects of the draft DRMP.

In total, 452 people visited the draft DRMP page on Participate Hobsons Bay with 52 people providing formal feedback. All feedback received was considered and the master plan was updated for its final endorsement.

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 Sustainable Communities

8.4.1 Response to Petition - Declare a Climate Emergency

Directorate: Sustainable Communities

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

Appendices: Nil

Purpose

To respond to the petition, containing 681 signatures (293 from Hobsons Bay residents), requesting that Council declare a climate emergency.

Recommendation

That Council:

- 1. Notes that Council recognises the climate emergency and is accelerating a range of actions in response.**
 - 2. Continues to actively implement climate change actions in adaptation and mitigation through the Climate Change Policy and fast tracking emissions reduction programs.**
 - 3. Continues to advocate to all levels of government to urgently introduce effective policy, legislation, funding and action to address climate change.**
 - 4. Writes to the lead petitioner advising of the outcome.**
-

Summary

Council has a strong commitment to addressing climate change supported by a suite of climate change policies. These have a strong bias to action, including fast tracking direct action to reduce corporate emissions. Council works actively with the community to build resilience and strengthen the ability of our natural and built environment to respond to the impacts of climate change.

At the Ordinary Council Meeting on 9 July 2019, Council received a petition requesting Council declare a climate emergency. Council recognises that we are in a state of emergency and is already taking a wide range of actions to respond to climate change. Current policies include the Climate Change Policy 2013; actions within the Climate Change Adaptation Plan (Council has reviewed the existing plan, consulted with community on broad actions, and will be finalising the new draft Plan shortly); the Corporate Greenhouse Strategy 2013-20; and the Community Greenhouse Strategy 2013-30.

Background

Council received a petition on 9 July 2019 consisting of 681 signatures, 293 of which are residents of Hobsons Bay. The petition reads as follows:

'We ask the Mayor and Councillors of Hobsons Bay City Council to declare a climate emergency with the following actions:

1. *Declare that we are in a state of CLIMATE EMERGENCY that requires urgent action by all levels of government, including local councils.*
2. *Immediately review the Hobsons Bay City Council Plan, and Greenhouse and Adaptation strategies and plans to take URGENT ACTION to reduce greenhouse gas emissions, contribute a fair share to the drawing down of the excess carbon in the atmosphere and respond STRONGLY to the impacts of climate change.*
3. *Encourage other governments to declare a CLIMATE EMERGENCY.'*

The climate emergency declaration and associated petition, led by Darebin City Council, was launched in May 2016. Over 30 jurisdictions across Australia have declared a climate emergency, including the Australian Capital Territory Government. The climate emergency declaration seeks to restore a naturally safe climate through a rapid transition to Zero Net Emissions across all sectors. It aims to achieve this via support for scientific evidence and a specific approach to mobilise and take action.

Transition Hobsons Bay is a local community group that initiated the petition. Transition Hobsons Bay aims to inspire and promote local responses to climate change whilst supporting neighbourhoods to build resilience in the face of climate change.

Discussion

Council recognises the climate emergency we are facing and has a strong commitment to addressing climate change. Council has been actively working to address climate change over a number of years. Council's climate change planning is framed by an overarching Climate Change Policy, and supported by a number of more detailed plans (Figure 1).

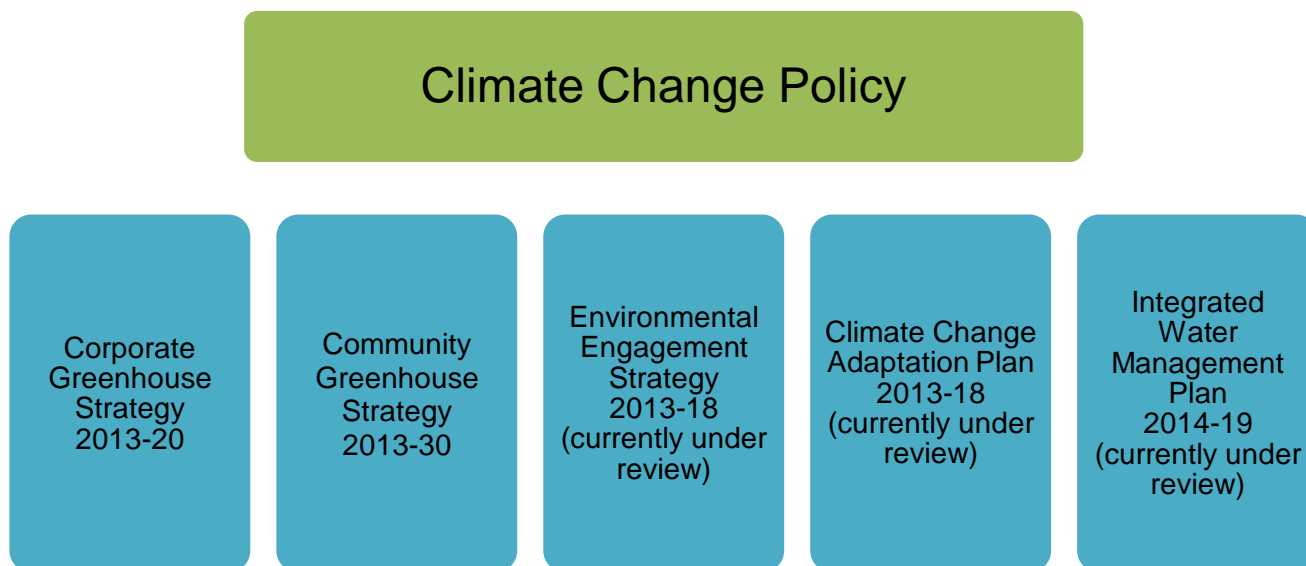


Figure 1: Council's climate change planning framework to respond to climate change

Through the above mentioned planning framework Council has undertaken a series of actions providing both mitigation and adaptation outcomes, as well as fast tracking emissions reduction projects. This includes:

- reducing Council's corporate greenhouse gas emissions by 16.5 per cent since 2013 and commitment to Zero Net Emissions by 2020, including fast tracking infrastructure to reduce Council's total energy consumption by 70 per cent over the next ten years

- joining the Local Government Power Purchasing Agreement tender process to decarbonise the remaining 30 per cent of Council's electricity through the purchase of renewable energy
- trialling hydrogen vehicles and updating the Council fleet to electric vehicles
- installing and trialling electric vehicle charging stations for community
- implementing a significant coastal Capital Works Program to reduce vulnerability to sea level rise, storm surge inundation and erosion, and advocating to the Victorian Government to play a more active role in coastal management in light of climate change
- developing a Coastal Management Plan
- supporting the development of stormwater harvesting projects
- implementing community programs such as growing food at home, My Smart Garden, and retrofitting homes to respond to extreme temperatures
- delivering the Future Leaders Program in collaboration with CSIRO and students from years 9 and 10
- developing a Sustainability Leadership Program to enable the development of emerging leaders
- becoming a signatory to the Global Covenant of Mayors
- implementing the Cool Streets project which substantially increases tree planting in residential streets, with extensive tree planting (approximately 36,579 tree seedlings and tube stock planted in 2018-19)
- drafting an Urban Forest Strategy to further accelerate the establishment of tree canopy across the municipality
- adopting the Waste and Litter Management Strategy 2025 to achieve a circular economy for the municipality's waste and litter
- advocating to the Victorian and Australian Government for legislative and policy change

The Council Plan is prepared on a four year cycle, informed by a range of community consultation and supporting documents. One of these is the Climate Change Adaptation Plan, which is currently being reviewed and revised, to update our adaptation strategies. The community will have an opportunity to review this draft Plan and provide feedback within the next few months. Hobsons Bay 2030 Community Vision, the leading organisational Plan, also has a strong focus on sustainability and informs current and future Council Plans.

Some of the most important levers to address climate change and the climate emergency are held by other tiers of government. National and state emissions targets, setting a price (or tax) on carbon, and investment in infrastructure that can withstand the effects of climate change, must be priorities for federal and state governments. Council will continue to advocate to all levels of government to urgently seek action on policy, legislation and funding changes to address climate change.

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

- 3.5 Work with the community, businesses and all levels of government to actively and innovatively address climate change and promote sustainable living

Council's Climate Change Policy 2013, Climate Change Adaptation Plan 2013-13, Corporate Greenhouse Strategy 2013-20, and Community Greenhouse Strategy 2013-30 indicate the actions that Council is undertaking to address climate change.

Policy and Previous Council Reports

At the Councillor Briefing Session on 20 November 2018 Council considered the Climate Change Adaptation Plan 2030 Refresh Background Report and recommended that community consultation be undertaken during February and March 2019. Council adopted the Environmentally Sustainable Development (ESD) Policy Statement on 13 November 2018, which supported the inclusion of ESD in the Hobsons Bay Planning Scheme in December 2018.

Council has also adopted a range of other sustainability policies including: Climate Change Policy 2013, Climate Change Adaptation Plan 2013-18, Community Greenhouse Strategy 2013-2030, Corporate Greenhouse Strategy 2013-20, Environmental Engagement Strategy 2013-18, the Integrated Water Management Plan 2014-19, and the Biodiversity Strategy 2017-22.

Legal/Statutory Obligations/Risk

Council is bound by the *Local Government Act* 1989, including mitigation and planning for climate change risks. The *Climate Change Act* 2017 requires decision makers to regard climate change, particularly the potential impacts relevant to the decision or action, long and short term economic, environmental, health and social impacts, both direct and indirect as well as cumulative impacts.

Financial and Resource Implications

The plans and actions mentioned in this report have been budgeted for within existing operational budgets.

Environmental/Social/Economic Impacts

Climate change will have an increasingly significant social, economic and environmental impact on Hobsons Bay. Climate scientists expect short term climate change projections for Australia to continue with more extreme climate variability. These impacts will be considered in the review of the Climate Change Adaptation Plan.

Consultation and Communication

Council consulted with the community in February and March 2019 to support the development of the Climate Change Adaptation Plan. The areas of most concern to the community were the effects of heat and major storm events and the risks that these posed to community health and wellbeing.

Additional key themes from the consultation were: improving community resilience, protecting the natural environment, preparing for potential coastal impacts, ensuring built infrastructure mitigates future climate impacts, and supporting businesses to increase knowledge and implement practices to reduce climate change. This feedback will support the development and implementation of future actions that Council undertakes to address climate change.

Council staff and a number of Councillors met with representatives of Transition Hobsons Bay to gain their input into the Climate Change Adaptation Plan review.

Council officers have contacted the lead petitioner to formally acknowledge receipt of the petition and invite them to attend the 8 October 2019 Ordinary Council Meeting, at which the petition will be addressed.

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 Recycling 2.0

Directorate: Sustainable Communities

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

Appendices: Nil

Purpose

To seek approval from Council to implement the proposed new municipal waste and recycling service including authorisation to implement service delivery and contractual arrangements.

Recommendation

That Council:

1. **Endorses the immediate roll out of a revised waste recycling service across Hobsons Bay residences, including four bins for kerbside source separation, a preference for local recycling and resource use, a revised kerbside collection schedule, and an intensive community engagement program.**
 2. **Authorises the Chief Executive Officer to negotiate:**
 - a. **new contracts with locally based recycling providers under the Victorian Government's Ministerial Exemption for recycling processing**
 - b. **new contracts with a bin supplier**
 - c. **a variation to existing contracts with existing suppliers**
 3. **Receives a further report on new service providers and contracts once commercial negotiations are completed.**
 4. **Receives a report on options to revise the Waste Service and Charge Policy to ensure equitable outcomes and smooth the impact for residents of changes to the recycling market at a later stage.**
-

Summary

Council's plans for its waste and recycling services are articulated in the Waste and Litter Management Strategy 2025. These plans include the implementation of a food organics and green organics (FOGO) service and improvements to kerbside source separation.

Following the recent closure of SKM Recycling, and strong community responses seeking to strengthen and improve recycling in the municipality, it is necessary and opportune to accelerate these plans to respond to the recycling crisis. This approach seeks to diversify the risk of being negatively influenced by future market changes by working with multiple providers, and implementing local solutions with local suppliers and markets wherever possible.

The proposed changes accelerate our plans to improve resource recovery and recycling, and reduce the volume of waste being sent to landfill. They also introduce a focus on reducing the generation of waste in the first place.

Removing glass from the commingled recycling bin is central to improving the quality of resource recovery from recycling. FOGO currently going to landfill can also be processed and reused. As a result, the municipal wide changes to the waste and recycling services include the delivery of a weekly FOGO service, a monthly glass recycling service, a fortnightly recycling service (paper, plastic, and metal), and a fortnightly garbage (landfill) collection service. All residents will receive a new glass bin, and those residents who do not already have a green waste bin will receive a green bin. An extensive engagement program is planned to support the roll out.

Council's plan is to move as quickly as possible, with timing as early as November-December 2019, or as late as January-February 2020, depending on contractual terms negotiated. It is recommended that if Council is satisfied with the overall direction and financial commitment, the Chief Executive Officer be delegated to finalise procurement and contractual arrangements, and that Council be further briefed on contracts and providers following finalisation.

Background

Hobsons Bay City Council's current waste and litter services to households and some commercial properties include garbage, garden waste and recycling services. The Waste and Litter Management Strategy 2025 sets out a vision to provide leadership and empower the community to deliver innovative and collaborative solutions to waste and litter management within Hobsons Bay.

Currently resource recovery is still well below what it could be. Contamination rates in recycling are approximately 10-15 per cent, and there is a lack of visibility of market end uses of recycled material. Approximately 45 per cent of garden and food waste is going to landfill in the weekly garbage service, and contamination in the existing garden waste system (used by 65 per cent of households) is approximately 3.5 per cent. Contamination can lead to recycling and FOGO being sent to landfill, with increased environmental and financial costs.

The recent SKM recycling crisis revealed systemic problems in the recycling sector, and presented an opportunity to accelerate localised sustainable solutions in Hobsons Bay. In parallel the market and regulatory context has been moving fast, with limited options to secure a sustainable outcome. To respond to these challenges it is imperative for Council to look at immediate and long term solutions to improve recycling outcomes, diversify risks, and maintain flexibility for changing market conditions.

Discussion

The proposed new municipal waste and recycling service

High level proposed changes to Council waste and recycling services are set out in the table below. These have been informed by research undertaken by Council in recent years, as well as the experience of other councils seeking to accelerate kerbside source separation. Bin volumes and frequency have been modelled based on historical data across the municipality, and it is proposed that the current policy which allows households to seek additional bins on a user pays basis would be available.

The proposed format seeks to minimise the cost of the changed schedule by undertaking collections only when they are needed. A weekly collection currently requires approximately five garbage collection trucks employed full time across the municipality, while fortnightly collections require two or three trucks. As FOGO contains biodegradable items which will rot and smell quickly, it must be collected weekly; while garbage (landfill), glass and other recycling does not require such frequent collection.

Note that while discussions are underway with a range of potential providers, these are subject to a range of confidentiality agreements and other uncertainties in the market. Subject to Council's endorsement of the proposed approach, suppliers will be announced once commercial terms have been negotiated.

Service	Current format	Proposed format	Proposed end use
Garbage	120 litre collected weekly	120 litre collected fortnightly (with the future option to downsize, subject to further evaluation)	Existing landfill arrangements; with the potential to improve the quality of landfill as options come online.
Organics	Optional 120 litre or 240 litre collected fortnightly (garden waste only)	120 or 240 litre collection weekly (food and garden waste)	Processed into a range of products including mulch, compost, and agricultural uses.
Recycling	240 litre commingled glass, plastic and paper / cardboard collected fortnightly	120 litre collected monthly (glass only) 240 litre collected fortnightly for paper / cardboard, metal, plastic	Paper and cardboard to a range of high quality local uses (which is possible when paper is uncontaminated by glass). Plastics and metals to a range of recycling end uses. Glass to ultimately go to highest recycling use possible – high quality glass to be recycled into glass (glass bottle and jar remanufacture), lower quality glass to be recycled into materials such as road base and sand replacement.

Glass recycling

Glass is one of the biggest barriers to improve recycling outcomes. It comprises approximately 27 per cent of recycling volumes, and has been a key contributor to both stockpiling, and to the lack of high value markets for the state's recyclables. As glass is compacted during the collection process, it breaks and embeds itself in the paper, cardboard, plastic and metal material which in turn lowers the recycling value of all these other materials.

If glass can be removed from the commingled recycling stream, there is potential to improve the value and recycling potential of both the separated glass and the remaining recycled material. Bottle or jar manufacturers require source separated glass to be processed to a high quality and colour sorted before it can be used in their furnaces. This processing capacity is currently limited in Victoria's recycling market. However, the recycled construction material industry is able to accept unprocessed glass.

There are a range of options to recycle glass within Hobsons Bay and immediate neighbouring municipalities. As a result, the accelerated introduction of a glass bin on a monthly cycle is a logical step to improve recycling in Hobsons Bay. Should Victoria introduce a container deposit scheme, a priority in the Waste and Litter Management

Strategy 2025, there will still be a considerable volume of glass not accepted by the container deposit scheme which will require recycling.

Proposed service implementation

Bin delivery is proposed to commence in late 2019 potentially early 2020, noting that it will take approximately two months to roll out new bins across the municipality (and arrange additional trucks and collections schedule changes). New FOGO and glass bins will include hot stamps and radio-frequency identification (RFIDs). RFIDs will be used as an asset management tool with the potential for the system to be used to better monitor waste and resource recovery activity over time. Existing bins will be upgraded to include RFIDs and hot stamps through routine maintenance and upgrades over time.

A key to the new roll out is to improve the quality of kerbside source separation, and reduce contamination to levels needed to achieve quality recycling outcomes. The implementation of the new service will involve an extensive communications and engagement program, informing the community of the upcoming changes to services and the importance of properly sorting waste into the correct bin. Launch parties will occur in a number of locations, and include workshops, demonstrations and family activities. A kitchen caddy will be made available to accompany the FOGO service. Volunteers, community groups and community leaders will also be engaged in the new service to champion the changes.

It is also proposed that Council develop a waste and recycling app that provides broad recycling and waste information, and is highly interactive for residents to engage in effective recycling, for example with recycling games and competitions for households, streets, or schools. The app would be able to set household reminders about their local collection bin schedules, and over time add a range of additional functionality such as booking hard waste collections, reporting damaged bins or missed bin collections, and a range of other potential functionality.

Council will also work actively with service providers and their engagement teams to update the community about contamination rates and promote the recycled end use products Hobsons Bay recycling is going to.

Eligibility of the proposed new waste and recycling service

It is proposed that the new service apply to current users of Council's recycling service, including residential properties and multi-unit developments currently serviced by Council wherever possible. The current service, introduced in 2004, is primarily for residential properties, and not appropriate for all multi-unit/high density developments or the needs of non-residential property owners or occupiers.

While most multi-unit/high density developments within the municipality are predominantly residential, some are mixed use. Council encourages the use of its waste and recycling service and has input into the design and operation of new developments during the planning application stage. At times Council cannot service multi-unit/high density developments because of lack of storage, limited access for collection vehicles, and kerbside collection space for a large number of bins and restrictive collection frequencies. In these cases developers most often arrange private services.

Data is being analysed to determine the scope of all multi-unit/high density developments properties currently using Council's service to accommodate an extra one or two bins. Over time Council may be able to work with some developments to trial waste and recycling alternatives such as shared onsite systems.

Council also services some commercial and industrial properties where the type and quantity of waste is similar to residential waste. As with high density residential development the

proposed service may not meet the needs of commercial and industrial properties. This proposal includes giving the option for commercial and any industrial properties to opt out of the service and associated charges and source an independent waste and recycling service provider. As with residential developments, Council may also be able to trial waste alternatives with commercial properties such as shared onsite systems.

Interim service options

Until the new waste and recycling service commences there are two main interim options proposed.

Council has recently taken up an option from SKM's receivers KordaMentha to send commingled recycling to the SKM Laverton plant, as a short term and interim solution only, to keep Hobsons Bay recycling from landfill. Should SKM be sold to a third party, Council will seek to continue this interim arrangement until the new arrangements can be rolled out. The cost of recycling with any future SKM owner is likely to be considerably more expensive than the previous SKM cost.

Should an extension of the interim arrangement with SKM not be possible, Council will revert to weekly drop off events for residents who wish to drop off their recycling, and landfilling kerbside recycling bins, for the relatively short interim period prior to the new arrangements being rolled out. This arrangement is slightly more expensive than the current KordaMentha/SKM interim arrangement.

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

This report aligns with Council's Waste and Litter Management Strategy 2025.

Policy and Previous Council Reports

On the 9 July 2019 Council adopted the Waste and Litter Management Strategy 2025 which sets the direction for the new waste and recycling service including FOGO and variations to recycling systems.

Legal/Statutory Obligations/Risk

Service delivery and charges

A function of Council under the *Local Government Act 1989* is to plan for and provide services and facilities for the local community including raising revenue to perform this function. These services and facilities must be accessible and equitable. Should a change in statutory charges be needed to respond to the increased cost of recycling, the approach will

ensure equitable outcomes, and the appropriate public exhibition and consultation process will be followed.

Procurement

The proposed procurement approach will achieve good commercial outcomes while moving to secure recycling options for the Hobsons Bay community as quickly as possible. This includes a combination of:

- a public tender for the procurement of bins, which can be run relatively quickly, and which is outside the scope of the Ministerial Exemption granted 27 June 2019 for recycling procurement undertaken between 1 July 2019 and 30 June 2021. This avoids the additional costs associated with panel options from Procurement Australia or MAV Procurement
- negotiated processes to be undertaken with suppliers covered by the Ministerial Exemption (including collecting, sorting or processing of kerbside recycling)
- alterations to arrangements with existing suppliers can be undertaken

These arrangements fully comply with the *Local Government Act* 1989 and Council's Procurement Policy.

The recommendations to this report seek Council's approval that the CEO be delegated to negotiate procurement and contractual arrangements, with Council and community to be updated on outcomes once finalised. The report further recommends that Council receive a further report detailing the finalised arrangements. This recognises the urgency of the process together with the commercial in confidence nature of discussions with suppliers.

Financial and Resource Implications

Prior to SKM Recycling going into administration, Council's waste and recycling service cost approximately \$7 million per year. Since SKM's closure, recycling costs have increased across the state (in Hobsons Bay by around \$1.2 million to an average cost of \$8 million per year); these changes are expected to be permanent.

Indicative estimates of the proposed new waste and recycling service incorporating glass and FOGO bins is approximately \$8.1 million annually. Over time, with reduced contamination and improved quality, there is the potential to further reduce this cost.

The proposed new approach also has once-off capital costs for new bins, kitchen caddies, and community engagement in the order of \$4 million. There is the potential of Victorian Government grants for forward-thinking recycling reforms, which would offset the once-off costs should Council attract state assistance.

Changes will initially be funded through the waste management financial reserve, however as a result of permanent changes to recycling costs across the sector, Council's Waste Service and Charge Policy will require review to adjust to the new arrangement. Any changes will be carefully managed to smooth the impact over time, from 2020-21 and beyond. The review of the Waste and Service Charge Policy will take existing waste service charges into account, to ensure equitable outcomes including that those already paying for green waste services are not penalised or effectively charged twice.

There is an option to develop a glass sorting capability which is under consideration. Should this option be pursued, costs would be defrayed by increased revenues and by sharing costs with a number of partner councils.

Environmental/Social/Economic Impacts

The proposed new service aims to avoid, reduce, recycle and appropriately manage waste in Hobsons Bay as well as reduce greenhouse gas emissions associated with landfill. In addition, the new service will diversify contracts, supporting growth of the local waste and recycling sector as well as reducing risk and reliance on just one contractor. The proposed approach is in line with the directions being indicated by the Victorian Government.

Consultation and Communication

The community was actively engaged through the development of the Waste and Litter Management Strategy 2025. Community feedback shaped the actions of the strategy including source separation of recycling and the delivery of a FOGO service.

The implementation of the new service will involve a comprehensive communications campaign including adshells, videography, collection truck signage, a booklet, bin hot stamps, social media, website and public displays. Key messages will include new collection schedules, glass separation instructions, and clear advice and information about the items accepted in all recycling bins. Communications will focus on why these changes are occurring, the importance of separation, where recycling and food and green waste is being treated, and end use products. Key messages will also include broader education about climate change, the climate impacts of food waste (and all waste), and the importance and value of waste avoidance.

There has been strong interest from community members to volunteer and participate in Council's efforts to tackle recycling. Council intends to form a volunteers group to play a role as change agents and champions to support the new model and improve recycling in Hobsons Bay.

Community engagement tools will include "launch parties", a waste and recycling app, digital information, presentations to community groups and schools, and face to face engagement with householders. Feedback from the community will be sought throughout implementation to continue to improve the service and communications offering.

The quality of kerbside source separation will be constantly monitored through bin audits and feedback from suppliers. Information about the quality of and improvements in Council's kerbside source separation will be regularly shared with 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.

8.4.3 Fast Tracking Solar Installations

Directorate: Sustainable Communities

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

Appendices: Nil

Purpose

To provide an update on the solar installation project and approve the funding to be brought forward.

Recommendation

That Council:

1. **Endorses the process for fast tracking the installation of solar panels on Council buildings, including the proposed procurement approach.**
 2. **Approves funding to be brought forward via the Infrastructure Reserve.**
-

Summary

Hobsons Bay City Council is committed to achieving Zero Net Emissions by 2020. Over the next five years Council will be taking the lead to reduce emissions through the installation of solar panels on Council buildings, retrofitting existing buildings, installing LED street lighting and ensuring all future infrastructure is carbon neutral. Within 5-10 years it is expected that a 70 per cent overall reduction in energy consumption will be achieved.

The fast tracking of solar installation on Council buildings is a key component to reducing emissions. The project will include solar installations on up to 43 buildings, potentially resulting in an annual emissions reduction of around 2,700 tonnes. Significant cost savings will also be realised, benefiting Council, the building occupants and the broader community.

Background

Council's 2017-18 corporate greenhouse gas emissions were 6,742 tonnes of CO₂-e. The emissions include electricity (3,157 tonnes), public lighting (3,000 tonnes), fuel from the fleet (354 tonnes) and gas from buildings (231 tonnes).

Council is working through an emissions reduction program over the next five years (Figure 1). Currently solar panels are installed on 13 Council owned buildings, providing an emissions reduction of approximately 800 tonnes per annum. These installations have proven to be a cost effective way to reduce energy costs and emissions.

It is expected that an increase in solar panels on Council's buildings could reduce Council's direct greenhouse emissions by a further 10 per cent, as well as reducing around 2,000 tonnes of community greenhouse gas emissions in Council owned facilities that are tenanted and operated by the community.

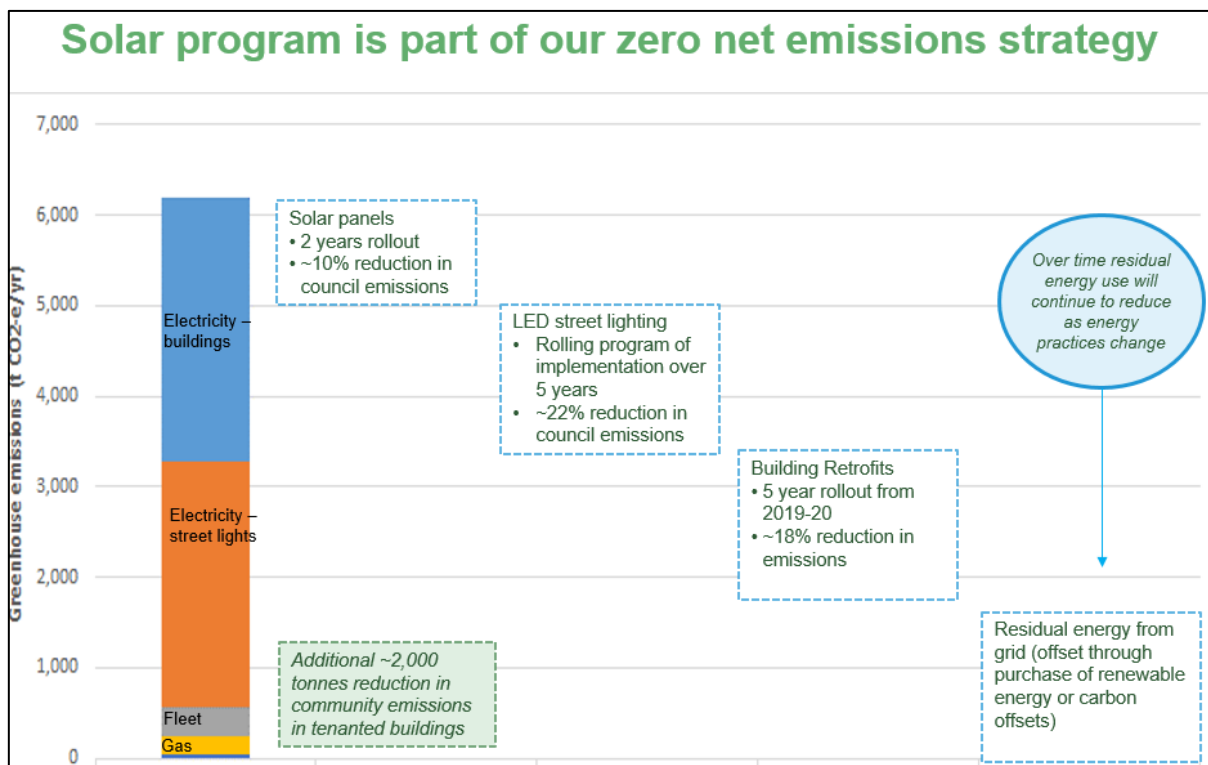


Figure 1. HBCC's strategy to achieve Zero Net Emissions

Discussion

The solar installation project includes 43 buildings that Council owns and operates (such as the Civic Centre in Altona, Laverton Park Football and Cricket Pavilion, and Paisley Park Lacrosse Pavilion), as well as buildings that Council owns and leases or licences to third parties (such as Newport Gardens Early Years Centre, Altona Meadows Child Care Centre and Altona Kindergarten). The buildings were prioritised based on a range of criteria including: energy use, roof condition, heritage restrictions, and major renewal or demolition plans.

Based on these criteria, the solar installation program is proposed in two packages:

- Package 1 (29 sites) contains buildings that have no obvious constraints, where rollout and impact can be immediate
- Package 2 (14 sites) contains buildings where there is potential, but further investigation is required to align with Council's existing Capital Works Renewal program

Preliminary estimates indicate that the project will install in the order of 1,800kW solar generation capacity, with an emissions reduction of over 2,700 tonnes per annum, and a payback within roughly eight to nine years. The program will also consider opportunities such as battery storage and delivery methods such as micro-grids and virtual grids.

Of the 43 buildings selected for the project, 25 are tenanted properties. Options are being considered around how the installation of solar power might be reflected in leasing arrangements where tenants are currently purchasing energy from the grid. It will be important to identify fair and reasonable arrangements with tenants to ensure their energy supply and costs are secure but also that the costs and benefits of the solar infrastructure is fairly shared with Council and the wider community.

There are a number of Council owned facilities that are not on this initial list for the accelerated solar program. This may be because they are not suited for solar installations; however it is likely that energy and cost savings can be realised through alternative energy efficiency opportunities. Building users of such facilities will be engaged in a process of identifying and implementing the most practical and cost effective solutions for their facilities and operations. Additionally, energy efficiency improvements will be assessed and incorporated within any building that is scheduled for renewal or upgrade works to ensure ongoing emissions reduction and continuous improvement of our building stock.

New buildings are subject to high environmental performance standards which will include solar installation, as Council's construction program continues. This includes current projects such as the Altona Sports Centre, the Bayside College Williamstown Pavilion, Digman Reserve Pavilion, JT Grey Reserve Pavilion, and Bayside College Paisley Pavilion.

The solar installation project will include the implementation of an effective monitoring and maintenance system, providing a consistent platform to monitor the panels, energy usage and any maintenance required.

Once the solar installation project is endorsed, Council will commence the procurement process. Work is currently underway to complete structural assessments and analyse detailed usage data from each building in the program, to feed into the tender process. The tender process will be undertaken over the remainder of 2019. Specifications will be broad and outcomes-based, to encourage innovative delivery options to be explored.

Staff will also work with tenants of leased properties to better understand energy usage in those buildings, and to work through arrangements for energy bills once solar panels are installed. Cost and benefit sharing associated with building improvements and ongoing operation of Council assets will ensure that the payback for investing public funds on solar infrastructure is appropriately achieved, benefits are shared equitably across the community, and savings can be reinvested in further emissions reduction efforts. It is acknowledged that Council can facilitate the greatest reduction in emissions by working with the community and ensuring a collaborative effort in achieving its strategic objectives.

A communications and engagement plan will be implemented during and after the program to advise community members which buildings are reducing emissions and get them involved in tracking the energy data within each building via interactive screens.

Work is under way in parallel to review the other main levers to reduce Council's energy use, including LED street lighting and building retrofitting. Once procurement for the accelerated solar installation project is underway, further reports will be brought for Council consideration on these elements.

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

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

This report aligns with Council's Corporate Greenhouse Strategy 2013-20 and Community Greenhouse Strategy 2013-30.

Policy and Previous Council Reports

Council received a report on 13 August 2019 committing to a Power Purchase Agreement tender process for 30 per cent of Council's current electricity load. This was based on Council's commitment to reduce overall energy consumption by 70 per cent within 10 years. The solar installation project is key to reducing Council's energy consumption via the grid and reducing our overall emissions.

Legal/Statutory Obligations/Risk

Under the *Climate Change Act* 2017, Council must have regard to the potential impacts of climate change and the potential contribution to Victoria's greenhouse emission's associated with its decisions.

Any project delivery risks will be addressed within Council's procurement and project management processes.

Financial and Resource Implications

Package 1 of the project will deliver solar across 29 sites and Package 2 across 14 sites. Associated costs will be scrutinised when structural assessment and detailed energy data has been collected. However based on initial figures it is estimated that these costs will be fully recovered over an eight to nine year period.

The funds can be brought forward from the Infrastructure Reserve, noting that the costs of the program will be spread over three financial years.

Environmental/Social/Economic Impacts

There are significant environmental benefits to decarbonising Council's electricity as well as long term economic impacts to Council's operating costs.

Consultation and Communication

As indicated through the development of the Hobsons Bay 2030 Community Vision sustainability, and action within sustainability, is a key focus priority for the community.

Previous solar installation projects in Council buildings have provided learnings about system design, raising staff and building manager awareness as well as ensuring the community is aware of Council's actions and the benefits they are providing. During project delivery, these learnings will inform the development of a communication and engagement plan to ensure effective implementation and management of the systems.

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.

8.4.4 Adoption of the A Fair Hobsons Bay for All 2019-23 Policy

Directorate: Sustainable Communities

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

Appendices:

- 1 A Fair Hobsons Bay For All 2019 
- 2 Public Exhibition Submission Table 
- 3 A Fair Hobsons Bay marked up changes 
- 4 A Fair Hobsons Bay Summary Document 

Purpose

To present the Draft A Fair Hobsons Bay for All 2019-23 Policy (the Draft AFHBA Policy), following public exhibition, to Council for adoption.

Recommendation

That Council:

1. **Notes the submissions received following the public exhibition of the Draft A Fair Hobsons Bay for All 2019-23 Policy.**
2. **Notes the changes made to the Draft A Fair Hobsons Bay for All 2019-23 in response to submissions.**
3. **Adopts the A Fair Hobsons Bay for All 2019-23 Policy.**
4. **Writes to submitters to inform them of Council's decision.**

Summary

The vision of the Draft AFHBA Policy is a Hobsons Bay that enables equitable opportunities for the community to access resources, be valued, contribute and belong. It achieves this through the foundational principles of social justice, prioritising community groups who may be more likely to experience disadvantage, such as:

- children and young people
- older people
- people with a disability
- people from culturally and linguistically diverse backgrounds
- Aboriginal and Torres Strait Islander peoples
- women and girls
- people identifying as part of lesbian, gay, bisexual, transgender, intersex, queer, asexual (LGBTIQA+) and gender diverse communities

The Draft AFHBA Policy acknowledges that people may identify with multiple communities and therefore experience layers of inequality, discrimination and marginalisation.

At the Ordinary Council Meeting on 11 June 2019, Council voted to place the Draft AFHBA Policy out for public exhibition for six weeks between 12 June and 24 July 2019.

A range of submissions were received during the exhibition period. Overall there was strong support for Council's integration of individual population-based social policies, and for taking an intersectional approach. There was positive feedback regarding Council's consideration of different environments impacting wellbeing. Based on the feedback, key changes made to the document include:

- a title change from A Fairer Hobsons Bay for All 2019-23 to A Fair Hobsons Bay for All 2019-23
- including funding estimates and sources for the four year Action Plan to implement the policy upon adoption by Council
- updating implementation, monitoring and evaluation to provide more detail and indicators of change
- updating some terminology and language, including:
 - inclusion of the term 'race' in the document, acknowledging its difference from 'faith' and 'culture'
 - updating references to Aboriginal and Torres Strait Islander people to the plural, Aboriginal and Torres Strait Islander peoples, acknowledging that many groups exist in Hobsons Bay
- streamlining the Action Plan by re-ordering some actions
- updating some actions to reflect activity not taken since the draft was published
- updating health and wellbeing data for women and girls

Background

The Draft AFHBA is Council's first integrated social policy that guides Council activities through an equity lens. Its development was informed by the Social Policies Review Background Paper, past social policies, and consultation with the community, Councillors and Council staff. The Policy draws together objectives across the previous population-based social policies to streamline implementation and acknowledge intersectionality. It integrates and replaces the following social policies:

- Ageing Well Strategy 2007-17
- Disability Access and Inclusion Strategy 2013-17
- Children and Young People's Plan 2014-18
- Multicultural Policy 2016-20
- Gender Equity Policy Statement 2014

Community consultation was sought from community and stakeholders, including the Social Wellbeing and Community Services Portfolio Advisory Committee, to inform the Draft AFHBA Policy between July and December 2018. This was undertaken through a range of methods including surveys and focus groups.

The Draft AFHBA Policy was developed and put on public exhibition for six weeks between 12 June and 24 July 2019 to seek further feedback from the community.

Discussion

Thirteen submissions were received during the exhibition period. A summary of submissions is provided in Appendix 2.

Overall feedback was positive, supportive of an integrated and intersectional approach and the broad range of areas covered (i.e. the built, social, economic, and natural environments, as well as organisational environment).

Key suggestions were in relation to acknowledging the importance of partnership and working with stakeholders, including additional information about intersectional health and wellbeing issues for women, changes to terminology, having more details on evaluation, and changes to actions due to works already completed as well as the inclusion of funding sources.

Once adopted the AFHBA Policy will be implemented via the four year Action Plan. This will be supported by an internal Fair Hobsons Bay Working Group as well as the Portfolio Advisory Committees. Reporting on the progress of actions will be undertaken annually and included in the Annual Report. The indicators of change will also be tracked over the four years with a final impact evaluation occurring at the end of the policy.

Strategic Alignment

This report addresses all of the priorities of 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

Policy and Previous Council Reports

The Social Policies Review Background Paper was presented at the Councillor Briefing Session on 17 April 2018 and recommended the integration of the former five social policies.

At the Ordinary Council Meeting on 11 June 2019, Council endorsed the Draft AFHBA Policy for six weeks public exhibition.

Legal/Statutory Obligations/Risk

In accordance with the *Local Government Act* 1989, the primary objective of councils is to work towards improving the overall quality of life of people in the local community. The *Public Health and Wellbeing Act* 2008 requires councils to “seek to protect, improve and promote public health and wellbeing”. As the closest level of government to the community, local government is best placed to know, understand, plan and advocate for local and diverse community needs and concerns. The Draft AFHBA Policy also ensures Council continues to meet the requirements of the *Disability Act* 2006.

Financial and Resource Implications

The development of the Draft AFHBA Policy has been achieved through existing operational resources. The Action Plan outlines estimated operational, capital and grant funding for each action.

Environmental/Social/Economic Impacts

The Draft AFHBA Policy is framed around the four environments for health (built, social, economic and natural environment) with the aim of ensuring priority populations have equitable access to these environments. Implementation will provide Council and stakeholders with directions to ensure vulnerable communities are included from the outset.

Consultation and Communication

Community consultation to inform the development of the Draft AFHBA Policy occurred in 2018 via focus groups and surveys (online and paper based). The focus groups were held at the Newport Community Hub, Louis Joel Arts and Community Centre and the Laverton Community Hub. Participants were recruited through a range of channels including e-flyers and e-newsletters, Participate Hobsons Bay, community newsletters, local newspapers, stakeholder email networks (including the local Aboriginal network, LGBTIQA+ community groups, CALD groups, disability networks and youth services), and social media. In addition key service providers were engaged such as IPC Health and Drummond Street. Posters and electronic displays were also displayed at libraries, community centres and the Hobsons Bay Civic Centre.

Further feedback on the Draft AFHBA Policy was sought through six weeks of public exhibition, which was promoted to past participants, the general Hobsons Bay community, the Social Wellbeing and Community Services Portfolio Advisory Committee, and key stakeholders.

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 Jonathan Marsden (an apology)

Date of Meeting: 4 September 2019

The Melbourne Transport Forum (MTF) Annual General Meeting was held on 4 September 2019. There was an agreement to increase the annual subscription fee from \$1,500 to \$2,000 per year, the first increase in 10 years. Appointments of the Executive Officer, Finance Officer and Auditor were also finalised.

Melbourne Lord Mayor Sally Capp presented on how the City of Melbourne (CoM) engages with other councils in the metropolitan area and the Victorian Government on transport projects. She spoke about CoM's successful approach to engagement for its new 10 year Transport Strategy Plan. The opportunity for robust debate in the community was considered important, with deliberately provocative discussion papers being released. It was noted that this encouraged innovation, and led to broader engagement and better outcomes than presenting an outcome of least resistance that was likely to be diluted.

The Lord Mayor also spoke about shared advocacy and her willingness to work with surrounding municipalities. CoM is attempting to gain a commitment from the Victorian Government for Melbourne Metro 2, now rebranded to the Knowledge Cities Connector: a rail link connecting all universities from Geelong to Bundoora. It was outlined that this is vital to connecting the city in new ways, especially from the west via Newport, and to realising the value of Fishermans Bend. The Lord Mayor also spoke about her desire to work with surrounding municipalities to lower speed limits and connect bicycle lanes. CoM is funding a City Coordinator to work with councils and the Victorian Government.

Advocacy

MTF will host a Bus Forum on Wednesday 2 October 2019 from 2.30pm to 5.30pm at Municipal Association of Victoria offices in the Melbourne CBD. The forum will include three major presentations followed by breakout presentations from organisations including the Department of Transport, RACV, Infrastructure Victoria, and Movement and Place Consulting. The intention is to highlight the actions that councils can take in advocacy and to grow bus patronage through promotion. The Bus Forum will likely be held in lieu of the October meeting. It is recommended that Council officers and Councillors outside the MTF attend, including those working in engagement and advocacy.

Delegates Report - Social Wellbeing and Community Services Portfolio Advisory Committee Meeting

Councillor Delegate: Cr Colleen Gates, Cr Tony Briffa (apology)

Date of Meeting: Wednesday 4 September 2019

The Social Wellbeing and Community Services Portfolio Advisory Committee (SWCSPAC) met on Wednesday 4 September 2019. The meeting was chaired by Cr Colleen Gates. Two of the eleven SWCSPAC members were present. The meeting included:

- a status update and discussion around the “A Fair Hobsons Bay for All 2019-23 – One Social Policy”
- a workshop to discuss Mosiac Lab workshop summary notes and define SWCSPAC priority focus areas:
 - eighteen themes were grouped into eight categories including: mental health, social inclusion, disability, places and spaces, housing, community leadership and capacity building, youth, and LGBTIQ+
 - the first priority/focus areas for further discussion include: community leadership and capacity building, housing, and social inclusion
- confirmation that current community led and capacity building projects and ideas will be prioritised at subsequent meetings
- a group request to meet at a variety of locations e.g. Woods Street Art Space, alternating across the municipality

10 Notices of Motion

Nil

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

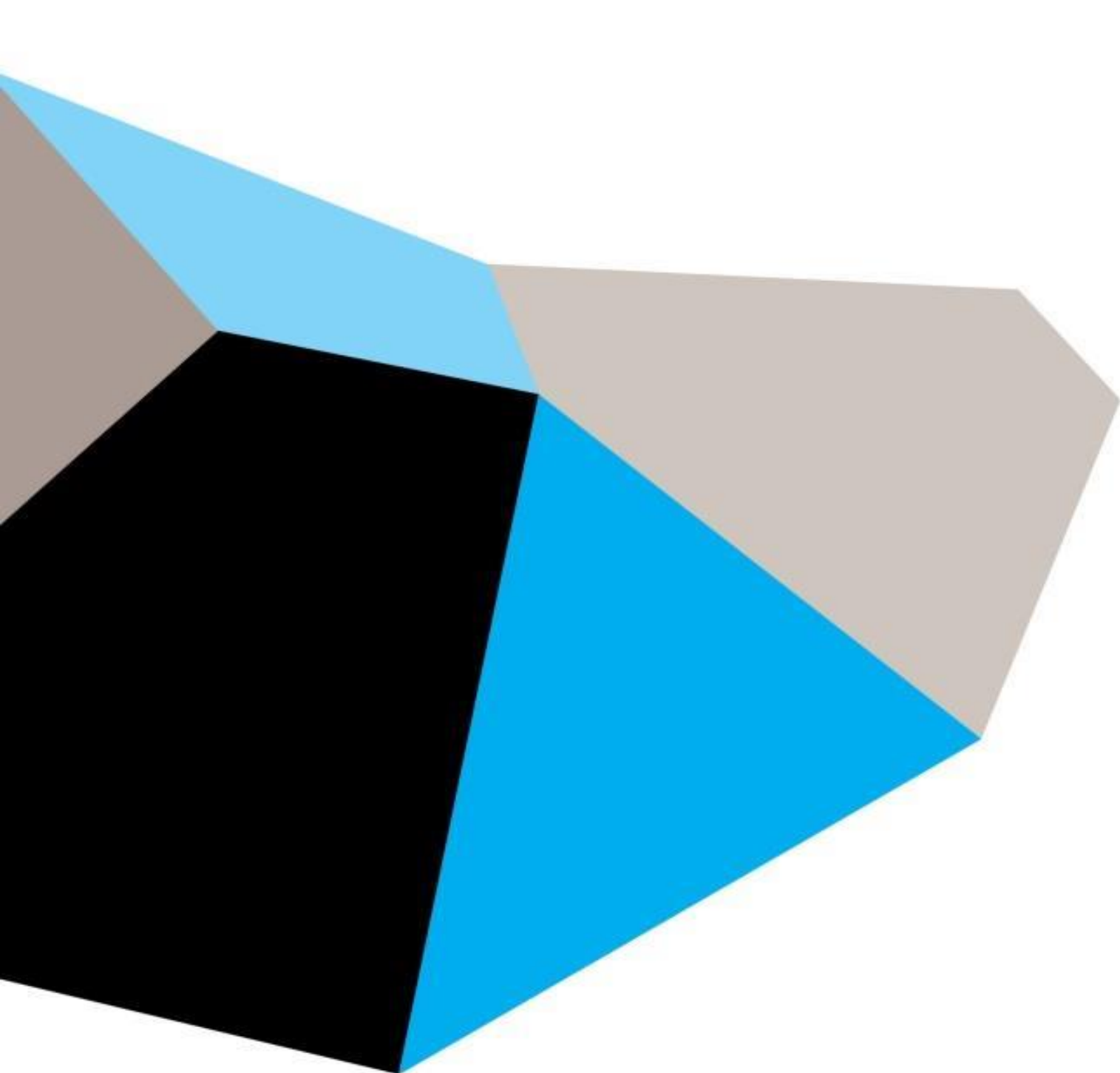
13 In Camera Business

Recommendation

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

13.1 Confidential Report - Service Delivery

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



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