

Council Meeting Minutes

8 December 2020

Council Chamber
Hobsons Bay Civic Centre
115 Civic Parade, Altona

HOBSONS
BAY CITY
COUNCIL



OUR 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 Daria Kellander (Deputy Mayor)

Cherry Lake Ward

Cr Tony Briffa JP

Cherry Lake Ward

Cr Peter Hemphill

Strand Ward

Cr Pamela Sutton-Legaud

Strand Ward

Cr Diana Grima

Wetlands Ward

Cr Matt Tyler

Wetlands Ward

Aaron van Egmond
Chief Executive Officer
Hobsons Bay City Council

TABLE OF CONTENTS

1 Council Welcome and Acknowledgement.....	6
2 Apologies	6
3 Disclosure of Interest	6
4 Confirmation of Minutes	6
4.1 Confirmation of Minutes	6
5 Councillor Questions.....	6
6 Public Question Time	8
7 Petitions and Joint Letters	10
7.1 Petitions and Joint Letters Received.....	10
7.1.1 Petition - Request to Abandon Proposal to Introduce Two-Hour Parking in Waratah Street, Wattle Grove and Acacia Avenue, Seaholme	10
7.1.2 Petition - Objection to Indented Parallel Parking - Central Avenue, Seaholme .	12
7.2 Responses to Petitions and Joint Letters	13
7.2.1 Response to Petition - Design of Hall Street, Spotswood	13
8 Business.....	15
8.1 Office of the Chief Executive.....	15
8.1.1 Chief Executive Officer - Report on Operations	15
8.1.2 Draft Community Engagement Policy	17
8.2 Corporate Services	21
8.2.1 Victorian General Council Election 2020 - Oaths and Affirmations of Office Sworn by Councillors.....	21
8.2.2 2021 Council Meeting Timetable to 30 June 2021	24
8.2.3 2021 Appointment of Councillor Delegates to Council and Community Committees	27
8.2.4 Establishment of the Municipal Emergency Management Planning Committee	29
8.2.5 Council Plan Initiatives - Quarter 1 2020-21 Progress Update	32
8.2.6 Financial Report for the Period Ended 30 September 2020	34
8.2.7 Proposed Lease to Optus at Paisley Park, 217 Mason Street, Altona North	36
8.2.8 Road Discontinuance - 8 Simcock Avenue, Spotswood.....	39

8.3 Sustainable Communities	42
8.3.1 Reconciliation Action Plan Reporting	42
8.3.2 Update on Special Recovery Grants Rounds for Community Connection and Local Business Activation.....	46
8.4 Infrastructure and City Services	50
8.4.1 Contract 2020.62 Arboriculture Supply, Planting and Establishment Panel	50
8.4.2 Contract 2020.10 Altona Tennis Courts - Building Renewal.....	53
8.4.3 West Gate Tunnel Project Update	55
9 Delegate Reports	63
10 Notices of Motion.....	65
10.1 Notice of Motion No. 1218 - Advocacy to Government Agencies on Ferguson Street Level Crossing Removal.....	65
10.2 Notice of Motion No. 1219 - Acknowledgement of Kim Walsh	68
11 Supplementary Public Question Time	69
12 Urgent Business	69
13 Close of Meeting	69

Minutes of the Council Meeting held on 8 December 2020 at 7.04pm.**Present****Chairperson**

Cr Jonathon Marsden (Mayor) Strand Ward

Councillors

Cr Daria Kellander (Deputy Mayor) Cherry Lake Ward

Cr Tony Briffa JP Cherry Lake Ward

Cr Peter Hemphill Strand Ward

Cr Pamela Sutton-Legaud Strand Ward

Cr Diana Grima Wetlands Ward

Cr Matt Tyler Wetlands Ward

Officers

Mr Aaron van Egmond Chief Executive Officer

Mr Sanjay Manivasagasivam Director Infrastructure and City Services

Mr Andrew McLeod Director Corporate Services

Ms Penelope Winslade Director Sustainable Communities

Ms Diane Eyckens Manager Corporate Integrity (Legal Counsel)

Ms Briony Davis Governance Officer and Minute Secretary

1 Council Welcome and Acknowledgement

The Chairperson welcomed members of the public and acknowledged the people of the Kulin Nation as the Traditional Owners of this land.

2 Apologies

Nil.

3 Disclosure of Interest

In accordance with sections 127 and 128 of the *Local Government Act 2020* Councillors are required to disclose a general or material conflict of interest. A conflict of interest must be disclosed in accordance with rule 15.3 of the Hobsons Bay Governance Rules.

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

Cr Peter Hemphill disclosed an interest in Item 8.2.6, as he is the Treasurer of the Seaworks Foundation.

4 Confirmation of Minutes

4.1 Confirmation of Minutes

Confirmation of the minutes of the Council Meeting of Hobsons Bay City Council held on 24 November 2020 (copy previously circulated).

Motion

Moved Cr Tony Briffa, seconded Cr Peter Hemphill:

That Council confirms the minutes of the Council Meeting of Hobsons Bay City Council held on 24 November 2020.

Carried unanimously

5 Councillor Questions

Cr Matt Tyler asked when bin contamination checks across the municipality had commenced, and at what time they were being conducted.

Ms Penelope Winslade, Director Sustainable Communities, responded that the contamination checks were being rolled out across the whole municipality in phases, with the first phase taking place along six truck routes covering a number of suburbs.

Ms Winslade stated that the bin contamination checks started on 7 December 2020 and would run for the two weeks before Christmas and possibly beyond. Ms Winslade added that the inspections were being conducted by Council's partner MRA between midnight and 8am to ensure that all bins could be checked well before the arrival of the collection trucks, avoiding any service issues. Ms Winslade stated that the contamination checks were visual

checks only – MRA staff were not going through bins, only opening the lid – and if contamination was observed a photo would be taken and a letter left.

Cr Matt Tyler asked how a resident could determine whether or not the person completing the check is affiliated with Council.

Ms Penelope Winslade, Director Sustainable Communities, responded that the staff of MRA would be wearing a range of PPE such as high-visibility vests, and carrying a letter of authorisation. Ms Winslade also noted that badges were in the process of being issued to MRA staff to show that they are working on behalf Council.

Cr Matt Tyler asked what communications were made to residents about the bin contamination checks, including whether there was communications about the time they would be conducted and whether there were plans for any future communications.

Ms Penelope Winslade, Director Sustainable Communities, responded that the time of inspections was not communicated, but there has been broad communication regarding the rollout of the program, including a postcard sent to each household prior to inspections commencing, tailored as the program is phased, as well as updates in community newsletters, through digital channels and so on.

Ms Winslade added that another aspect of communication for the program was direct communication to households as the checks were happening. For households with no contamination, Ms Winslade stated that a letter would be left providing positive feedback after the inspection, whereas households with high contamination would receive a sticker and a letter explaining the contamination issue and providing a phone number to call for information, advice and help.

On behalf of a resident of Ferguson Street, Spotswood, Cr Peter Hemphill raised a concern that the perforations in the new guards on the Muir Street ramp directly above his property provide a clear view into his backyard. Cr Peter Hemphill asked whether Council could take the matter up with the West Gate Tunnel Project – Major Transport Infrastructure Authority (WGTP MTIA) on the resident's behalf.

Mr Aaron van Egmond, Chief Executive Officer, responded that as with many issues that have arisen throughout the time of the project, Council officers would raise the concern with the WGTP MTIA, and added that residents could also raise any such concerns directly with the WGTP MTIA.

Cr Peter Hemphill responded that the resident was seeking Council's assistance as he had raised the matter with the WGTP MTIA incessantly and felt his concern was being dismissed.

Cr Tony Briffa asked for an outline of Council's current policy regarding mobile traders and, given the impact of COVID-19 and Council's work to support local businesses, whether Council could review the policy and bring a report to back considering ways of improving opportunities for local businesses.

Mr Andrew McLeod, Director Corporate Services, responded that Council's established policy regulating mobile food vendors (the Stationary Roadside Vendor Permit Guide 2018-2020) is a two-year program that is publicly advertised with tenders sought, and is due to be renewed in 2021. Mr McLeod stated that 80 vendors are currently listed to operate as mobile food vendors, and that he believed Council's previous position was to permit these traders to operate from the seven locations given in the policy. Acknowledging that the

situation was hotly contested, Mr McLeod reiterated that a tender would be sought in early 2021, with a report coming back to Council.

Cr Tony Briffa clarified that their question was about reviewing the policy before it goes to a tender and exploring the opportunity for mobile trading to be permitted not only statically on the given sites, but also roaming in other areas.

Mr McLeod replied that the policy could certainly be brought before the new Council to consider any variations they would like to make prior to the tender going out.

Cr Daria Kellander, noting that under the Financial Hardship Policy, businesses are entitled to a waiver of part of their rates, fees and charges where the business has had a reduction in turnover of 50 per cent or more on the prior year, asked whether there was a self-assessment tool, and what assessment measures Council used to determine how much of a waiver a business was entitled to.

Mr Andrew McLeod, Director Corporate Services, responded that the intent of the policy was to provide broad-brush support to those that are in financial need, with eligibility based on degradations of financial position brought about predominantly by the impacts of COVID-19. Mr McLeod stated that Council had attempted to allow assessment through the online smart form to narrow applications to a manageable number, which could then be examined on a case-by-case basis. Mr McLeod stated that each business's circumstances, financial position, Business Activity Statements and so on were considered and a recommendation made in respect to any appropriate waiver.

6 Public Question Time

Geoff Mitchelmore

Q When will Council respond to the Inner West Air Quality Community Reference Group's report, titled "Air Pollution in Melbourne's Inner West", as resolved at the Council Meeting held on 8 September 2020?

A Council will receive a detailed report in February 2021 on the status of the actions from the Air Pollution in Melbourne's Inner West report which specifically relate to Council. Officers from Hobsons Bay, Maribyrnong and Brimbank City Councils are considering options to collaborate on actions from the report. Council continues to advocate in support of the report and progress specific strategies that contribute to the improvement of air quality in the inner western metropolitan area of Melbourne, such as the Local Area Movement Plan and the Urban Forest Strategy.

Rowena Joske

Q Can Council provide an update on any acquisition of land in Precinct 15 and whether Council has commenced a process to determine the use of Precinct 15's open space?

A The Comprehensive Development Plan (CDP) and Development Contributions Plan (DCP) approved and gazetted with the Precinct 15 amendment includes provision for a large central area of open space. No additional land is proposed to be acquired for public open space beyond what is nominated in the CDP. The CDP nominates this area of open space for active recreation, which encompasses a wide range of potential uses including sport. Council will deliver open space in line with the gazetted CDP.

Q Can Council please advise when it will respond to the Westside Climate Action Group's petition, tabled in March 2020, for Council not to work with companies involved in the Adani Carmichael Coal Mine or in the development of new fossil fuel extraction projects?

A This petition will be considered as part of the next procurement policy review in 2021. A response will be provided following this review.

Q Can Council please provide an update on the Climate Change Adaptation strategy, on which the community gave input in March 2019?

A At this stage the Climate Change Plan is still under development and the timing of its discussion in the chamber is yet to be finalised.

7 Petitions and Joint Letters

7.1 Petitions and Joint Letters Received

7.1.1 Petition - Request to Abandon Proposal to Introduce Two-Hour Parking in Waratah Street, Wattle Grove and Acacia Avenue, Seaholme

Directorate:	Corporate Services
Responsible Officer:	Governance Officer
Reviewer:	Director Corporate Services
Attachments:	Nil.

Purpose

To receive a petition containing 120 signatories, requesting that Council abandon its proposal to introduce two-hour permit parking in Waratah Street, Wattle Grove and Acacia Avenue, Seaholme.

Motion

Moved Cr Tony Briffa, seconded Cr Daria Kellander:

That Council:

1. Receives and notes the petition in relation to the proposal to introduce two-hour permit parking in Waratah Street, Wattle Grove and Acacia Avenue, Seaholme.
2. Receives a further report on this matter at a future Council meeting.

Carried unanimously

Recommendation

That Council:

1. Receives and notes the petition in relation to the proposal to introduce two-hour permit parking in Waratah Street, Wattle Grove and Acacia Avenue, Seaholme.
2. Receives a further report on this matter at a future Council meeting.

Summary

The petition was received on 9 October 2020, and acknowledged on 13 October 2020.

The petition reads as follows:

“We, the undersigned, petition the Hobsons Bay City Council to:

Abandon its proposal to introduce 2-hour permit parking (2P parking) in Waratah Street, Wattle Grove and Acacia Avenue, Seaholme (‘the affected streets’) as part of its “Seaholme Train Station Parking – Final Plan – September 2020” (the proposal), published on the Participate Hobsons Bay website on 16 September 2020.

For the following reasons:

- Consultation material provided to the community on the proposal specifically noted that “there will be no changes on Waratah Street and Wattle Grove”, and that Acacia Avenue would not have any time-restricted permit parking.
- Council has not identified the specifics of the traffic and parking concerns that would be solved with the introduction of 2P parking in the affected streets, nor provided evidence of those concerns.
- The proposal will inconvenience residents of the affected streets and their visitors.
- Hobsons Bay residents who participated in the consultation process were:
 - not able to provide feedback on the introduction of 2P parking in the affected streets because it was not part of the proposal presented to the community for consultation in July 2020
 - not informed that the proposal had been changed to include 2P parking
 - not informed that the proposal was going before Council for endorsement
- 2P parking in the affected streets is slated for introduction in November 2020, compared to the provision of new station parking in “the first half of 2021”, leaving a potential eight month (or longer) gap where there will be no parking at all for commuters north of Seaholme Station.”

7.1.2 Petition - Objection to Indented Parallel Parking - Central Avenue, Seaholme

Directorate: Corporate Services
Responsible Officer: Governance Advisor
Reviewer: Director Corporate Services
Attachments: Nil.

Purpose

To receive a petition containing 96 signatories, requesting that Council not proceed with implementing indented car parking on the southern side of Central Avenue, Seaholme.

Motion

Moved Cr Tony Briffa, seconded Cr Daria Kellander:

That Council:

- 1. Receives and notes the petition objecting to the proposal to implement on-street indented parallel car parking on the southern side of Central Avenue, Seaholme.**
- 2. Receives a further report on this matter at a future Council meeting.**

Carried unanimously

Recommendation

That Council:

- 1. Receives and notes the petition objecting to the proposal to implement on-street indented parallel car parking on the southern side of Central Avenue, Seaholme.**
- 2. Receives a further report on this matter at a future Council meeting.**

Summary

The petition, which was received on 28 September 2020 and acknowledged on 1 October 2020, reads as follows:

“We the undersigned hereby petition Hobsons Bay City Council in regards to the proposed on street indented parallel parking on the southern side of Central Avenue, Seaholme 3018.

As residents of Seaholme we request that this parking does not go ahead.”

7.2 Responses to Petitions and Joint Letters

7.2.1 Response to Petition - Design of Hall Street, Spotswood

Directorate: Infrastructure and City Services
Responsible Officer: Manager Active Communities and Assets
Reviewer: Director Infrastructure and City Services
Attachments: Nil

Purpose

To provide Council with a response to the petition regarding improvements to Hall Street, Spotswood.

Motion

Moved Cr Peter Hemphill, seconded Cr Diana Grima:

That Council:

1. Investigates additional improvements to Hall Street, Spotswood as part of the Better Places Spotswood/South Kingsville engagement process, noting the upgrades to shared path provided on the west side of Hall Street as part of the West Gate Tunnel Project.
2. Writes to the lead petitioner advising of the outcome.

Carried unanimously

Recommendation

That Council:

1. Investigates additional improvements to Hall Street, Spotswood as part of the Better Places Spotswood/South Kingsville engagement process, noting the upgrades to shared path provided on the west side of Hall Street as part of the West Gate Tunnel Project.
2. Writes to the lead petitioner advising of the outcome.

Summary

The petition from the Better West group requests that any future improvements along Hall Street are designed to ensure priority is given to cyclist and pedestrian safety over cars and trucks. The petition also proposes other multi-disciplinary opportunities that could be incorporated with the future design of this space.

Council has recently commenced the Better Places Spotswood/South Kingsville (BPSSK) project that includes consultation opportunities with the local community. The Better Places model applies a holistic place-based design approach to future improvements within the community. As the tabled petition aligns closely with the Better Places model, future consultation on the Hall Street design will be referred to the BPSSK project.

Background

On 7 September 2020, Council received a petition consisting of 1,059 signatures requesting improvements to the design of Hall Street. The petition requests that Council cease work on the current Hall Street design due to concerns raised over pedestrian and cyclist safety around trucks and cars.

The petition highlighted future opportunities for Hall Street that include a pedestrian plaza near the Hudson Road intersection, the closure of Hall Street north of Simcock Avenue to create a community park and increasing the opportunities for additional trees and vegetation to enhance the future link to Stony Creek and the Federation Trail.

This petition was tabled at the 8 September 2020 Council Meeting.

Discussion

Council has recently trialled a Better Places model with Laverton being the pilot project. The Better Places model has been developed to actively involve the community in the process of shaping the place they live in. This is achieved by creating a vision that not only reflects their values, ideas and priorities, but also provides practical ideas and clear steps to turn the vision into improvements in the future.

Following the success of Better Places Laverton, the Better Places model is being applied to Spotswood/South Kingsville. The BPSSK project has commenced with community consultation currently open until 13 December 2020. Workshops with key stakeholder groups within the community are also occurring which includes representatives from the Better West Group. Consultation and discussion on the future design of improvements along Hall Street included with the petition will be referred to the BPSSK project.

As a part of Council's discussions with the West Gate Tunnel Project (WGTP), Council has advocated for design improvements of Hall Street (north of Hudsons Road to the West Gate Freeway). Through a coordinated approach between Council, WGTP, VicTrack, Metro Trains Melbourne and Viva Energy, an updated design has been achieved that retains two-way traffic, formalised car parking and a shared use path on the west side of Hall Street. The decommissioning and removal of a section of the Viva pipeline and VicTrack's agreement to provide additional land to the project has resulted in additional space to include the desired elements. Opportunities to discuss further improvements to Hall Street will be available during the BPSSK engagement process.

As a part of the WGTP Environmental Effects Statement, the Victorian Government committed to partnering with Council on the development of the Hobsons Bay Transport Planning Study which would include Local Area Movement Plans (LAMPs) for Spotswood, South Kingsville, Brooklyn, Altona North, Newport and Williamstown North. Council is leading the development of these LAMPs and specifically the Spotswood/South Kingsville LAMP will form a part of the BPSSK initiative.

8 Business

8.1 Office of the Chief Executive

8.1.1 Chief Executive Officer - Report on Operations

Directorate: Office of the Chief Executive

Responsible Officer: Executive Assistant to the Chief Executive Officer

Reviewer: Chief Executive Officer

Attachments:

1. CEO Report on Operations - October 2020 [8.1.1.1 - 32 pages]
2. CEO Report on Operations - November 2020 [8.1.1.2 – 37 pages]
3. AOC - 13 October 2020 Pre-Council Meeting Agenda Briefing [8.1.1.3 - 2 pages]

Purpose

To present the Chief Executive Officer's (CEO's) Report on Operations for October and November 2020 (Attachments 1 and 2).

Motion

Moved Cr Tony Briffa, seconded Cr Peter Hemphill:

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 13 October 2020.**
3. **Notes that there is no longer a requirement for a written Record of Assembly of Councillors after 24 October 2020, upon which date section 80A of the *Local Government Act 1989* was repealed.**

Carried unanimously

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 13 October 2020.
3. Notes that there is no longer a requirement for a written Record of Assembly of Councillors after 24 October 2020, upon which date section 80A of the *Local Government Act 1989* was repealed.

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

It should be noted that section 80A of the *Local Government Act 1989* was repealed on 24 October 2020 and does not have an equivalent requirement in the new *Local Government Act 2020*. Future CEO Reports on Operations will therefore not present a Record of Assembly of Councillors. However, for the purposes of good recordkeeping, Council will continue to keep meeting records that note Councillors and officers present, the times at which Councillors leave or return to a meeting, and any conflicts of interest disclosed. A Register of Conflicts of Interest will be maintained by Council's Governance team in accordance with the Hobsons Bay Governance Rules.

8.1.2 Draft Community Engagement Policy

Directorate:	Office of the Chief Executive
Responsible Officer:	Manager Communications, Community Engagement and Advocacy
Reviewer:	Chief Executive Officer
Attachments:	1. Draft Community Engagement Policy [8.1.2.1 - 23 pages]

Purpose

To seek Council's endorsement of the Draft Community Engagement Policy to be placed on public exhibition for five weeks.

Motion

Moved Cr Matt Tyler, seconded Cr Pamela Sutton-Legaud:

That Council:

1. Endorses the Draft Community Engagement Policy to be placed on public exhibition for five weeks.
2. Receives a further report to adopt the Community Engagement Policy following the public exhibition.
3. Notes that the *Local Government Act 2020* requires all councils to adopt and maintain a community engagement policy by 1 March 2021.

Carried unanimously

Recommendation

That Council:

1. Endorses the Draft Community Engagement Policy to be placed on public exhibition for five weeks.
2. Receives a further report to adopt the Community Engagement Policy following the public exhibition.
3. Notes that the *Local Government Act 2020* requires all councils to adopt and maintain a community engagement policy by 1 March 2021.

Summary

Victorian Government legislation sees community engagement as essential for the delivery of good services and projects in the local government realm. This is reflected by the *Local Government Act 2020* (the Act) requirement that all councils deliver and maintain a community engagement policy by 1 March 2021.

This draft policy recognises this need and is an extension of the work Council has been doing in community engagement, as directed by the Hobsons Bay Community Engagement Policy Framework 2015.

In reviewing and planning Council's decisions, services and projects, every opportunity is taken to deliver more efficiently and effectively.

The Draft Community Engagement Policy articulates the principles, commitments and mechanisms that will ensure a consistent process for Council in conducting community engagement, and for the community to be involved in Council's decision making.

Background

Council has robust community engagement processes in place, as guided by the previous strategic document, the Hobsons Bay Community Engagement Policy and Framework 2015. Council engages with members of the Hobsons Bay community to empower them to have their say on decisions, projects and services that affect them. Participate Hobsons Bay, Council's community engagement portal, is one of the platforms used in community engagement campaigns. This platform is augmented by a range of other community engagement tools.

Section 56 of the Act lists the following community engagement principles that councils are required to adhere to in their community engagement policy:

- a community engagement process must have a clearly defined objective and scope
- participants in community engagement must have access to objective, relevant and timely information to inform their participation
- participants in community engagement must be representative of the persons and groups affected by the matter that is the subject of the community engagement
- participants in community engagement are entitled to reasonable support to enable meaningful and informed engagement
- participants in community engagement are informed of the ways in which the community engagement process will influence Council decision making

The Draft Community Engagement Policy supports these principles and includes further additional principles that are responsive to the needs and wants of the Hobsons Bay community.

The Act's principles for community engagement refer to deliberative engagement practices (section 55(2)(g)). While the Act does not prescribe and define specific community engagement actions to be carried out as part of deliberative engagement, advisory information provided by Local Government Victoria defines the key characteristics of deliberative engagement as:

- authentic engagement with the community
- good representation of the community in engagement activities
- clear demonstration of how all views have been considered
- accessible and relevant information available to the community to ensure the decision making process and the community's level of influence is clear in each instance and that participants are fully informed

The Act requires councils to apply their community engagement policy and to undertake deliberative engagement practices in the development of the Community Vision, Council Plan, Financial Plan and Asset Plan.

Discussion

Council is committed to sound community engagement processes that generate authentic input from the people of Hobsons Bay that shape the direction of Council's decisions and projects. Good community engagement results in stronger democratic processes, decisions and services that better meet the needs of the community.

In the context of the Community Engagement Policy, "community" includes all those who live, work, play and visit Hobsons Bay, or those who may be impacted by a Council decision. This could include community members such as: residents, ratepayers, families, young people, older adults, children, traders/workers, business owners/operators, customers, community groups, community leaders and representatives, sporting groups, agencies, funding bodies, service providers, developers, internal stakeholders, culturally and linguistically diverse (CALD) groups, LGBTIQ+ people, people of all abilities, service users, users of local transport networks, health or religious organisations, Council advisory committees, other levels or agencies of government.

Council will engage when there is an opportunity or requirement for community and stakeholder input during the planning stages of decisions or deliverables of Council. Council will engage the local community or stakeholders when:

- there is a legislative requirement to consult
- Council is in the planning and development stages for local laws, the Council Plan, the Annual Budget (including the Financial Plan and Asset Plan), the Community Vision, or high-level policies
- a key decision of Council will impact the community to a significant extent

Community engagement processes will be guided by the Act's principles, Council's community engagement principles and commitments as well as the IAP2 Public Participation Spectrum.

Council's engagement will respect the rich diversity of the local community and the views of everyone in Hobsons Bay. Council is committed to engaging with all members of the diverse Hobsons Bay community and will utilise all possible measures to engage vulnerable and potentially underrepresented communities.

Every engagement process is different and is responsive to the needs of the matter at hand. In the early planning stages of a community engagement process, Council undertakes an extensive analysis of the project's context, circumstances, history, sensitivity, level of impact and level of influence the community has. Based on this analysis and the complexities and needs of each individual matter, Council develops and delivers an engagement plan that includes the most appropriate approach, levels, tools and timing for the process. Council is flexible and responsive to the needs of each unique engagement process.

The engagement approach, level and tools will be selected by assessing the needs and complexities of each matter against the IAP2 Public Participation Spectrum, included in the Draft Community Engagement Policy. The levels of engagement may be fluid within an engagement process and may shift based on emerging needs. Community engagement

plans may use, but are not prescribed to use, methods and tools found across the IAP2 Public Participation Spectrum.

Council will be clear with the community about what it is trying to achieve, what the opportunity for community influence is, and will engage in different ways to ensure everyone impacted or interested has an opportunity to participate.

Timing of engagement is a key consideration in this planning. Council strongly values the community's time and effort and aims to be as efficient, targeted and streamlined in its engagement as possible.

Council's Draft Community Engagement Policy commits to ongoing learning and improvement by evaluating Council's engagement activities.

As the elected community representatives for Hobsons Bay, Councillors determine the strategic direction of the organisation and its deliverables. They play a lead role in deliberative decision making about local issues on behalf of residents and they make the final decisions on matters presented to them. As such, the community engagement processes outlined in the Draft Community Engagement Policy are designed to support and complement them in this process.

8.2 Corporate Services

8.2.1 Victorian General Council Election 2020 - Oaths and Affirmations of Office Sworn by Councillors

Directorate: Corporate Services
Responsible Officer: Governance Officer
Reviewer: Director Corporate Services
Attachments: Nil

Purpose

To record the oaths and affirmations of the incoming Councillors of the City of Hobsons Bay, in accordance with subsection 30(2)(c) of the *Local Government Act 2020* (the Act).

Motion

Moved Cr Peter Hemphill, seconded Cr Tony Briffa:

That Council notes that the following Councillors were sworn in at two separate ceremonies at Williamstown Town Hall following the declaration of the 2020 Victorian general Council election, and took the oath or affirmation of office in accordance with subsection 30(2) of the *Local Government Act 2020*:

Cherry Lake Ward

Cr Tony Briffa JP	Oath	6 November 2020
Cr Daria Kellander	Affirmation	5 November 2020

Strand Ward

Cr Peter Hemphill	Affirmation	5 November 2020
Cr Jonathon Marsden	Affirmation	5 November 2020
Cr Pamela Sutton-Legaud	Oath	5 November 2020

Wetlands Ward

Cr Diana Grima	Oath	6 November 2020
Cr Matt Tyler	Affirmation	5 November 2020

Carried unanimously

Recommendation

That Council notes that the following Councillors were sworn in at two separate ceremonies at Williamstown Town Hall following the declaration of the 2020 Victorian general Council election, and took the oath or affirmation of office in accordance with subsection 30(2) of the *Local Government Act 2020*:

Cherry Lake Ward

Cr Tony Briffa JP	Oath	6 November 2020
Cr Daria Kellander	Affirmation	5 November 2020

Strand Ward

Cr Peter Hemphill	Affirmation	5 November 2020
Cr Jonathon Marsden	Affirmation	5 November 2020
Cr Pamela Sutton-Legaud	Oath	5 November 2020

Wetlands Ward

Cr Diana Grima	Oath	6 November 2020
Cr Matt Tyler	Affirmation	5 November 2020

Summary

The declaration of the 2020 Council election for the City of Hobsons Bay was made by the Victorian Electoral Commission at 4.30pm on Thursday 5 November 2020. Councillors-elect were subsequently sworn in, in accordance with the requirements of the Act and the Local Government (Governance and Integrity) Regulations 2020 (the Regulations).

This report fulfils a statutory requirement for the oath or affirmation of office taken by the incoming members of Council to be recorded in the minutes of Council.

Background

The 2020 Victorian general council election took place on 24 October 2020. The poll for the City of Hobsons Bay was declared by the Victorian Electoral Commission at 4.30pm on Thursday 5 November 2020.

In accordance with subsection 30 of the Act, a person elected to be a Councillor is not capable of acting as a Councillor until the person has taken the oath or affirmation of office in the manner prescribed by the Regulations. Subsection 30(2)(c) of the Act further requires that the oath or affirmation of office be recorded in the minutes of Council, regardless of whether the oath or affirmation was taken at a Council Meeting.

Discussion

Following the declaration of the poll, the Councillors-elect were sworn in at two separate ceremonies at Williamstown Town Hall on 5 and 6 November 2020, each taking an oath or making an affirmation of office in the form required by the Regulations and following the procedure prescribed by the Act.

The date of swearing in for each Councillor, and whether they took an oath and made an affirmation of office, is recorded below.

Cherry Lake Ward

Cr Tony Briffa JP	Oath	6 November 2020
Cr Daria Kellander	Affirmation	5 November 2020

Strand Ward

Cr Peter Hemphill	Affirmation	5 November 2020
Cr Jonathon Marsden	Affirmation	5 November 2020
Cr Pamela Sutton-Legaud	Oath	5 November 2020

Wetlands Ward

Cr Diana Grima	Oath	6 November 2020
Cr Matt Tyler	Affirmation	5 November 2020

8.2.2 2021 Council Meeting Timetable to 30 June 2021

Directorate: Corporate Services
Responsible Officer: Governance Officer
Reviewer: Director Corporate Services
Attachments: Nil

Purpose

To adopt the 2021 Council Meeting Timetable to 30 June 2021.

Motion

Moved Cr Peter Hemphill, seconded Cr Tony Briffa:

That Council:

- 1. Adopts a revised Council Meeting Timetable to 30 June 2021 as follows:**
 - a. Council Meetings to occur on the second Tuesday of the month, on 9 February 2021, 9 March 2021, 13 April 2021, 11 May 2021, and 8 June 2021.**
 - b. An additional Council Meeting be held on Tuesday 29 June 2021 to adopt the budget.**
 - c. Delegated Planning Committee meetings to occur on the fourth Tuesday of the month, on 23 February 2021, 23 March 2021, 27 April 2021, 25 May 2021 and 22 June 2021.**
 - d. Councillor Briefing Sessions to occur on the first and third Tuesdays of the month, on 2 February and 16 February 2021, 2 March and 16 March 2021, 6 April and 20 April 2021, 4 May and 18 May 2021, and 1 June and 15 June 2021.**
- 2. Provides appropriate public notice of the Council Meeting dates, including by publication on Council's website, in accordance with the Hobsons Bay Governance Rules.**
- 3. Receives a further report to adopt the Council Meeting Timetable for the second half of 2021 at a future Council Meeting.**

Carried unanimously

Recommendation

That Council:

1. **Adopts the Council Meeting Timetable to 30 June 2021 as listed in the report.**
2. **Provides appropriate public notice of the Council Meeting dates, including by publication on Council's website, in accordance with the Hobsons Bay Governance Rules.**
3. **Receives a further report to adopt the Council Meeting Timetable for the second half of 2021 at a future Council Meeting.**

Summary

This report proposes Council meeting dates up to 30 June 2021 for Council's consideration.

Background

Council is required to fix the date, place and time of all Council meetings and reasonable notice must be provided to the public.

Discussion

The proposed Council Meeting Timetable to 30 June 2021 is listed below.

The 2021 timetable includes one Council Meeting per month. It is proposed that Councillor Briefing Sessions and meetings of Council's Delegated Planning Committee continue to be held on the alternate weeks.

All meetings will be held in the Council Chamber at the Hobsons Bay Civic Centre, unless otherwise notified.

2021 Council Meeting Timetable to 30 June 2021		
Tuesday 2 February	6.30pm	Councillor Briefing Session
Tuesday 9 February	7pm	Council Meeting
Tuesday 16 February	6pm	Delegated Planning Committee
Tuesday 23 February	6.30pm	Councillor Briefing Session
Tuesday 2 March	6.30pm	Councillor Briefing Session
Tuesday 9 March	7pm	Council Meeting
Tuesday 16 March	6pm	Delegated Planning Committee
Tuesday 23 March	6.30pm	Councillor Briefing Session
Tuesday 6 April	6.30pm	Councillor Briefing Session
Tuesday 13 April	7pm	Council Meeting Adoption of Proposed Budget 2021-22
Tuesday 20 April	6pm	Delegated Planning Committee

2021 Council Meeting Timetable to 30 June 2021		
Tuesday 27 April	6.30pm	Councillor Briefing Session
Tuesday 4 May	6.30pm	Councillor Briefing Session
Tuesday 11 May	7pm	Council Meeting
Tuesday 18 May	6pm	Delegated Planning Committee
Tuesday 25 May	6.30pm	Councillor Briefing Session
Tuesday 1 June	6.30pm	Councillor Briefing Session
Tuesday 8 June	7pm	Council Meeting Submissions Budget 2021-22
Tuesday 15 June	6pm	Delegated Planning Committee
Tuesday 22 June	6.30pm	Councillor Briefing Session
Tuesday 29 June	7pm	Council Meeting Adoption of Budget 2021-22

8.2.3 2021 Appointment of Councillor Delegates to Council and Community Committees

Directorate:	Corporate Services
Responsible Officer:	Governance Officer
Reviewer:	Director Corporate Services
Attachments:	1. 2021 Council and Committee Delegates and Proxies [8.2.3.1 - 3 pages]

Purpose

To formally appoint Councillor delegates and proxies to Council, community and other committees and groups for 2021.

Motion

Moved Cr Tony Briffa, seconded Cr Peter Hemphill:

That Council:

1. Appoints Councillor delegates and proxies to Council, community and other committees and groups for 2021 as attached.
2. Additionally appoints the following delegates and proxies:
 - a. Audit and Risk Committee – Cr Sutton-Legaud (delegate) and Cr Kellander (delegate).
 - b. Municipal Association of Victoria – Cr Tyler (delegate) and Cr Sutton-Legaud (proxy).

Carried unanimously

Recommendation

That Council appoints Councillor delegates and proxies to Council, community and other committees and groups for 2021.

Summary

An annual review of Councillor delegates and proxies appointed to Council, community and other committees and groups has been undertaken in order for Council to appoint delegates and proxies for 2021.

Background

Council has a number of internal committees and also nominates representatives to various groups, both locally and regionally. Use of committees, advisory groups and representation on external groups is an effective way for Council to be well-informed, enlist the expertise of independent members and represent Hobsons Bay City Council on strategic issues.

Discussion

The proposed committee delegate appointments for 2021 need to be determined by Council.

Where no delegate or proxy representative is specifically nominated for a committee, the appointment will default to the Mayor and Deputy Mayor without requiring resolution at a Council meeting.

The committees and groups are divided into the following categories:

- appointments for Mayor of the Day
- appointments for other Council and community committees and groups

It is noted that the Community Grants Panel is on hold due to a redesign of the Community Grants Program. Accordingly, the panel is not included in the list of committees attached. Given that Council is now providing direct funding to the Hobsons Bay Community Fund, the status of delegates for this group is also under review.

8.2.4 Establishment of the Municipal Emergency Management Planning Committee

Directorate:	Corporate Services
Responsible Officer:	Risk, Audit and Emergency Management Advisor
Reviewer:	Director Corporate Services
Attachments:	Nil

Purpose

To formally establish the Municipal Emergency Management Planning Committee (MEMPC) for the municipal district of Hobsons Bay in accordance with amendments to the *Emergency Management Act 2013* (the EM Act).

Motion

Moved Cr Peter Hemphill, seconded Cr Pamela Sutton-Legaud:

That Council:

1. Dissolves the existing Municipal Emergency Management Planning Committee (MEMPC) established under section 21(3)-(5) of the *Emergency Management Act 1986*.
2. Authorises the Chief Executive Officer to establish a new MEMPC in accordance with section 59 of the *Emergency Management Act 2013* as amended on 1 December 2020.
3. Notes that while Council's role is to establish the MEMPC, once established, the MEMPC exists separately to Council and is not a committee of Council.

Carried unanimously

Recommendation

That Council:

1. Dissolves the existing Municipal Emergency Management Planning Committee (MEMPC) established under section 21(3)-(5) of the *Emergency Management Act 1986*.
2. Authorises the Chief Executive Officer to establish a new MEMPC in accordance with section 59 of the *Emergency Management Act 2013* as amended on 1 December 2020.
3. Notes that while Council's role is to establish the MEMPC, once established, the MEMPC exists separately to Council and is not a committee of Council.

Summary

Council is required to establish a new MEMPC for the municipal district of Hobsons Bay in accordance with incoming amendments to the EM Act that will take effect on 1 December 2020.

Background

On 1 December 2020, section 68 of the *Emergency Management Legislation Amendment Act 2018* will insert a new Part 6 – Municipal Emergency Management Planning Committees into the EM Act.

The EM Act currently operates in conjunction with the *Emergency Management Act 1986* which will be repealed in due course. Council's current MEMPC is formed under this older Act and the relevant section will be repealed when the newer EM Act is amended.

Changes to the municipal tier of emergency management planning provide an opportunity to clarify functions and responsibilities of the MEMPC and formally transfer responsibility from Council to an integrated, collaborative multi-agency effort. All agencies including Council will be required to participate and contribute their expertise to this process and the Municipal Emergency Management Plan will be owned by the MEMPC.

Discussion

In accordance with the EM Act, the MEMPC is a multi-agency committee with a shared responsibility for planning.

The primary functions of the MEMPC as defined by section 59D of the EM Act will be:

- to be responsible for the preparation and review of its municipal emergency management plan
- to ensure that its municipal emergency management plan is consistent with the state emergency management plan and the relevant regional emergency management plan
- to provide reports and recommendations to the Regional Emergency Management Planning Committee for the region in which the municipal district is located in relation to any matter that affects, or may affect, emergency management planning in that municipal district
- to share information with the Regional Emergency Management Planning Committee for the region in which the municipal district is located and with other MEMPCs to assist effective emergency management planning in accordance with Parts 6 and 6A
- to collaborate (having regard to any guidelines issued under section 77(2)(i)) with any other MEMPC that the MEMPC considers appropriate in relation to emergency management planning, including preparing municipal emergency management plans
- to perform any other function conferred on the MEMPC by or under the EM Act

Under the new legislative framework, the MEMPC (once established) will align directly with the Regional Emergency Management Planning Committee effective as of 1 December 2020 or the first meeting thereafter.

Council's prescribed role as outlined in section 59F of the EM Act will be to:

- facilitate emergency management planning for emergencies in relation to its municipal district by establishing the MEMPC
- in collaboration with other agencies and by the establishment of the MEMPC, enable community participation in emergency preparedness, including response and recovery activities
- nominate a Chairperson for the MEMPC (either the Chief Executive Officer or a member of Council staff nominated by the Chief Executive Officer)
- appoint one or more Municipal Emergency Management Officers under section 59G
- appoint one or more Municipal Recovery Managers under section 59H

8.2.5 Council Plan Initiatives - Quarter 1 2020-21 Progress Update

Directorate:	Corporate Services
Responsible Officer:	Corporate Improvement, Planning and Reporting Officer
Reviewer:	Director Corporate Services
Attachments:	1. Council Plan Initiatives Progress Report Quarter 1 2020-21 [8.2.5.1 - 11 pages]

Purpose

To provide Council with an update on the progress of the Council Plan 2017-21 initiatives (key projects) included in the budget.

Motion

Moved Cr Pamela Sutton-Legaud, seconded Cr Peter Hemphill:

That Council notes the progress made on the initiatives of the Council Plan 2017-21 during the first quarter of 2020-21.

Carried unanimously

Recommendation

That Council notes the progress made on the initiatives of the Council Plan 2017-21 during the first quarter of 2020-21.

Summary

COVID-19 restrictions have hindered the progress of several projects in the first quarter of 2020-21. However, most of the projects (79 per cent) are still progressing on plan and two projects are already completed.

Background

The Council Plan 2017-21 has been developed and annually reviewed in accordance with the legislative requirements of the *Local Government Act* 1989. It is based on a planning framework that aligns the Hobsons Bay 2030 Community Vision to the planning, development, resource allocation and service provision undertaken by Council for the Hobsons Bay community.

The Council Plan 2017-21 guides the work of Council over the period of four financial years. It comprises four goals and 20 strategic objectives for creating an even better Hobsons Bay through the delivery of Council services and initiatives. Each year Council nominates initiatives and major initiatives in the Annual Budget as committed projects for the financial year that support the implementation of the Council Plan.

The annual reporting of the progress of these priority projects is a requirement in the *Local Government Act 2020*. The periodic reporting also assists Council in ensuring progress is on track throughout the financial year.

Discussion

The 2020-21 Annual Budget included 24 projects, of which 10 were carried over from the previous year. Of the 24 projects, 15 are classed as initiatives and nine as major initiatives.

The first quarter (Q1) of 2020-21, July to September, saw two initiatives completed, namely the implementation of the Youth Digital Engagement Strategy and the creation of the Mayoral Program short film series.

Meanwhile, 19 projects are progressing on plan, one project is not yet started, and two projects have been reported as progressing behind schedule due to COVID-19 restrictions. The attached document provides details of the projects and their status.

8.2.6 Financial Report for the Period Ended 30 September 2020

Directorate:	Corporate Services
Responsible Officer:	Chief Financial Officer
Reviewer:	Director Corporate Services
Attachments:	1. Financial Report - September 2020 [8.2.6.1 - 14 pages] 2. Capital Works Program 2020-21 [8.2.6.2 - 2 pages]

Purpose

To present Council with the financial results for the period ended 30 September 2020, and the revised 2020-21 annual forecast projections following completion of the September quarterly budget forecast review.

Cr Peter Hemphill disclosed an interest in Item 8.2.6, as he is the Treasurer of the Seaworks Foundation.

Motion

Moved Cr Peter Hemphill, seconded Cr Matt Tyler:

That Council:

- 1. Notes the financial report for the period ended 30 September 2020.**
- 2. Endorses the revised 2020-21 annual forecasts.**

Carried unanimously

Recommendation

That Council:

- 1. Notes the financial report for the period ended 30 September 2020.**
- 2. Endorses the revised 2020-21 annual forecasts.**

Summary

The financial report for the period ended 30 September 2020 (Attachment 1) and a detailed report on the Capital Works Program (Attachment 2) are attached.

The operational budget surplus for 2020-21 of \$23.762 million has decreased to a forecast of \$19.942 million. The operational surplus does not include Council's significant investment in capital expenditure, forecast to be \$71.343 million in 2020-21.

When compared to budget, income is expected to decrease by \$1.538 million and operational expenditure is expected to increase by \$2.282 million, largely due to the continuing impacts of COVID-19.

The forecast result of the Capital Works Program is balanced when compared to the original budget after forecast adjustments and carryovers are considered.

A \$4 million forecast deficit has been calculated as the Available Funding Result, consistent with the original budget. It is not usual practice to calculate an available funding deficit, but the decision considers the financial impacts of COVID-19 and ongoing financial sustainability of Council within the Long Term Financial Plan (LTFP).

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

Background

The forecast results are slightly worse when compared to budget as COVID-19 has had a greater impact than originally anticipated. While a strong operational surplus is still anticipated, it should be noted that surpluses are required to fund Council's significant investment in capital expenditure and are expected to decline in future years of Council's LTFP. The LTFP has been updated and indicates that Council remains in a reasonable financial position and is financially sustainable.

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

Council will continue to monitor the impact of the financial results in relation to Council's overall financial viability. The current LTFP reflects anticipated reductions to the rate cap over the next two years. This will be updated once the rate cap for 2021-22 is announced by the Victorian Government, expected to occur later in December 2020.

8.2.7 Proposed Lease to Optus at Paisley Park, 217 Mason Street, Altona North

Directorate:	Corporate Services
Responsible Officer:	Coordinator Property and Insurance
Reviewer:	Director Corporate Services
Attachments:	1. Lease Plan - Paisley Park, 217 Mason Street, Altona North [8.2.7.1 - 1 page] 2. Location Plan - Paisley Park, 217 Mason Street, Altona North [8.2.7.2 - 1 page]

Purpose

To recommend a lease to Optus Mobile Pty Ltd (Optus) at Paisley Park, 217 Mason Street, Altona North.

Motion

Moved Cr Peter Hemphill, seconded Cr Tony Briffa:

That Council defers the item until the February 2021 Council Meeting.

Carried unanimously

Recommendation

That Council:

1. Resolves to commence statutory procedures in accordance with section 115 of the *Local Government Act 2020* (LG Act) proposing to seek a new lease to Optus Mobile Pty Ltd at Paisley Park, 217 Mason Street, Altona North.

Premises	217 Mason Street, Altona North as shown on the attached lease plan
Permitted use	For the purpose of constructing, maintaining and operating a telecommunications network and telecommunications service including but not limited to installing, storing, operating, repairing, maintaining, altering, and replacing telecommunications equipment consistent with the evolving nature of telecommunications services
Commencement	Following approval by Council and after receipt of the Grant and Purpose from the Department of Environment, Land, Water and Planning (DELWP)
Length of term	11 years with 2 x 5 year rights of renewal

Rent **The commencing rent is to be \$30,000 (thirty thousand dollars) per annum including GST**

- 2. Authorises the Chief Executive Officer of Council or their delegate to prepare and give public notice of the intention to lease the premises in the *Maribyrnong and Hobsons Bay Star Weekly* newspaper and on Council's website.**
- 3. Resolves to hear and consider any submissions received pursuant to the LG Act at a meeting to be held on a date and time to be nominated in the event that submissions are received.**
- 4. Receives a further report following the public notice.**

Summary

It is proposed to offer a lease on commercial terms to Optus to erect a monopole and associated ground-based equipment to operate a telecommunications network and telecommunications service from Paisley Park, Altona North. It is proposed to offer Optus a lease for a total of 21 years on an 11+5+5 basis. This is the maximum term of lease permitted under section 17D of the Crown Lands (Reserves) Act 1978 (CLR Act).

Background

The subject land is Crown land described as Crown allotment B2, section 3, Parish of Cut Paw-Paw and is temporarily reserved for recreation. Hobsons Bay City Council is the appointed Committee of Management (CoM) for the site. The grant and purpose have been approved for the proposed lease under section 17D of the CLR Act, which permits a lease period of up to 21 years.

The proposed telecommunications site is located within the PJ Lynch Reserve and Paisley Park, south of Mason Street and east of Mills Street, Altona North. The proposed site is situated at the southern end of the existing lacrosse courts and is accessed from Mason Street via an internal road. The lease area is 102m² as shown on the attached plan. The lease area is adjacent to the lacrosse field and the position has been agreed in consultation with other Council departments.

Paisley Park incorporates various recreational facilities including the Altona Lakes Golf Course, Altona North Bowling Club, Altona Badminton Centre, lacrosse courts, indoor swimming and fitness centres. Bayside P-12 College is located nearby.

Utilities complementing the subject property can be found within 500m including the main entry to Paisley Park, off Mason Street, Altona North.

The site is located close to various primary and secondary arterial roads including Mason and Mills Street, Altona North. The proposed telecommunications site is centrally located and adjoins the residential areas of Altona North, Newport, South Kingsville and Williamstown North.

Discussion

It is proposed to offer a lease of the area shown on the attached plan on the following terms and conditions:

- Tenant:** Optus Mobile Pty Ltd
- Term:** 21 years (11 years with 2 x 5 year rights of renewal)
- Commencement:** Following approval by Council and grant and purpose approval by DELWP
- Commencing rental:** \$30,000 (including GST)
- Rent reviews:** Five-yearly market rent reviews and annual rental increases of 3%
- Lease document:** The lease will be a standard DELWP section 17D Leases with special conditions to tailor the lease for this site

8.2.8 Road Discontinuance - 8 Simcock Avenue, Spotswood

Directorate: Corporate Services

Responsible Officer:

Reviewer: Director Corporate Services

Attachments:

1. Road Proposed to be Discontinued and Sold - 8 Simcock Avenue, Spotswood [8.2.8.1 - 1 page]
2. Survey Plan - 8 Simcock Avenue, Spotswood [8.2.8.2 – 1 page]

Purpose

To consider commencement of the necessary statutory procedures under the *Local Government Act 1989* (LG Act 1989) for the discontinuance and sale of the 5.64m-wide road adjoining 8 Simcock Avenue, Spotswood.

Motion

Moved Cr Peter Hemphill, seconded Cr Diana Grima:

That Council:

1. Commences the statutory procedures pursuant to section 206 and clause 3 of Schedule 10 of the *Local Government Act 1989* (LG Act 1989) to discontinue and sell the road adjoining 8 Simcock Avenue, Spotswood.
2. Authorises the Chief Executive Officer of Council or his delegate to prepare and give public notice of the proposed discontinuance in the *Star Weekly* newspaper and on Council's website under sections 207A and 223 of the LG Act 1989. The notice is to also state that if discontinued, Council proposes to sell the land from the road to the owner of the adjoining property by private treaty.
3. Authorises the Chief Executive Officer or his delegate to carry out its functions under section 223 of the LG Act 1989 in relation to this matter.
4. Appoints a Committee of Council to consider submissions received pursuant to section 223 of the LG Act 1989 at a meeting to be held on a date and time to be nominated in the event that submissions are received.
5. Receives a further report following the public notice period to consider discontinuance and sale of the road.

Carried

Division

For: Cr Matt Tyler, Cr Diana Grima, Cr Peter Hemphill, Cr Pamela Sutton-Legaud, Cr Jonathon Marsden

Against: Cr Tony Briffa, Cr Daria Kellander

Recommendation

That Council:

1. Commences the statutory procedures pursuant to section 206 and clause 3 of Schedule 10 of the *Local Government Act 1989* (LG Act 1989) to discontinue and sell the road adjoining 8 Simcock Avenue, Spotswood.
2. Authorises the Chief Executive Officer of Council or his delegate to prepare and give public notice of the proposed discontinuance in the *Star Weekly* newspaper and on Council's website under sections 207A and 223 of the LG Act 1989. The notice is to also state that if discontinued, Council proposes to sell the land from the road to the owner of the adjoining property by private treaty.
3. Authorises the Chief Executive Officer or his delegate to carry out its functions under section 223 of the LG Act 1989 in relation to this matter.
4. Appoints a Committee of Council to consider submissions received pursuant to section 223 of the LG Act 1989 at a meeting to be held on a date and time to be nominated in the event that submissions are received.
5. Receives a further report following the public notice period to consider discontinuance and sale of the road.

Summary

Council has received a request from Henry Trucking Pty Ltd, the owner of land surrounding the road at 8 Simcock Avenue, Spotswood, for the discontinuance sale of the 5.64m-wide road adjoining the property, as shown hatched on Attachments 1 and 2.

The road has not been constructed and does not appear to have been used for access for many years. The road is however listed on Council's Register of Public Roads. If the proposed discontinuance is successful, arrangements will be made to remove the road from the Register.

Given that the applicant owns all the surrounding land, the road is considered to be no longer reasonably required for public use and accordingly its discontinuance and sale is recommended.

Background

The road and surrounding land formed part of a large tract of land known as the AGM Park. The land was once part of a larger parcel of land owned by ACI Operations Pty Ltd.

The applicant has recently acquired the surrounding land and, having discovered that the road traverses the site, made application to Council for its discontinuance and sale.

The applicant has agreed to acquire the land at valuation being \$170,500 (including GST) and to reimburse Council for all its reasonable costs in undertaking the road discontinuance procedures.

Discussion

The land from the road remains in name of ACI Operations Pty Ltd, which had previously owned the adjoining land since 1981.

Council's road discontinuance procedures under the LG Act 1989 apply to the land.

8.3 Sustainable Communities

8.3.1 Reconciliation Action Plan Reporting

Directorate: Sustainable Communities
Responsible Officer: Manager Arts, Culture and Community
Reviewer: Director Sustainable Communities
Attachments: Nil

Purpose

To update Council on the progress of the Hobsons Bay Innovate Reconciliation Action Plan 2019-21 (the RAP).

Motion

Moved Cr Pamela Sutton-Legaud, seconded Cr Tony Briffa:

That Council notes the progress in delivering the Hobsons Bay Innovate Reconciliation Action Plan 2019-21.

Carried unanimously

Recommendation

That Council notes the progress in delivering the Hobsons Bay Innovate Reconciliation Action Plan 2019-21.

Summary

The RAP provides the framework for Hobsons Bay City Council to facilitate further reconciliation within the organisation and the local community. The period of this RAP extends from January 2019 to January 2021. Many actions have been delivered, while some have been modified or impacted by the COVID-19 pandemic and will continue to be implemented over the coming months.

Background

The RAP program is administered by Reconciliation Australia and provides a framework for organisations to support the national reconciliation movement. Endorsed RAPs sit in a tiered framework set by Reconciliation Australia to indicate the development and maturity of the plan and organisation. There are four tiers of plans: Reflect, Innovate, Stretch and Elevate.

In 2018, Council developed its first RAP to be endorsed by Reconciliation Australia. The RAP provides the framework for Council as both an organisation and employer and in support of its work in the community. Council's RAP is in the second organisational tier, Innovate.

Discussion

There are four key priority areas of the RAP, namely:

- **relationships:** building genuine relationships, building visibility, inclusivity and connection
- **respect:** having and fostering respect for history and culture, heritage and continued contributions
- **opportunities:** supporting employment, education and health pathways for positive life outcomes
- **tracking and progress reporting** to Council and Reconciliation Australia

They are reported here in practical groupings across processes and services, and cultural heritage and events.

Processes and services

A staff **Reconciliation Steering Committee** was developed to progress the RAP.

Flag protocols are in place. The Aboriginal flag is flown permanently outside the Civic Centre and the Williamstown Town Hall, and both the Aboriginal and Torres Strait Island flags are flown during Reconciliation Week, NAIDOC Week and other periods of significance. Flags are hung or flown in the Council Chamber and other Council-owned community facilities.

Councillors support and promote **Acknowledgement of Country** in all public speeches and addresses. Council's communications policies support and promote Acknowledgement of Country in public documents and communications channels such as web and email signature blocks.

Workshops and training have helped staff and local agencies build understanding or technical knowledge, including facilities, planning, building and health services, procurement, early years, maternal and child health, children's and youth librarians. They include:

- sessions on the purpose and value of incorporating Acknowledgement of Country statements at the opening of events and meetings
- an Aboriginal Place Naming workshop presented by Geographic Names Victoria on protocols for consulting with Traditional Owners and the Victorian Corporation for Aboriginal Languages when considering facilities and use of language and symbols
- cultural heritage mapping, preservation and management training for relevant staff, including the purchase and use of the Aboriginal Cultural Heritage Register and Information System (ACHRIS), an online tool used to access the Victorian Aboriginal Heritage Register
- professional development on embedding Aboriginal perspectives into early childhood curricula and on learning and development impacts

Council's **Procurement Policy** was updated to reflect its support of Aboriginal and Torres Strait Islander businesses alongside other Social Procurement categories.

Friendship alliance with Yarrabah Aboriginal Shire Council, Queensland. Council hosted Leon Yeatman, Chief Executive Officer of Yarrabah Aboriginal Shire during the Hobsons Bay Business Excellence Awards in October 2019.

Cultural heritage and events

Council participates in the national programs of NAIDOC Week and Reconciliation Week and supports a calendar of cultural events and activities during the year.

The 2019 **NAIDOC Week** celebrations were extensive including a flag-raising ceremony attended by community members and staff, Jessie Lloyd's Mission Songs concert at the Williamstown Town Hall and NAIDOC Week children's day activities. Council invested in a set of NAIDOC posters from 1972 to the present day, for use in exhibitions at the Civic Centre and Hobsons Bay Libraries. Council supported the NAIDOC Week Victorian Schools Program art and writing competition. NAIDOC Week in 2020 was postponed to November 2020 as a result of the pandemic. The local community program included a training session on the importance of an Acknowledgement of Country which was delivered online and a live stream performance from musician Bart Willoughby.

The cultural program supports **National Reconciliation Week (NRW)** which includes an annual event for Mabo Day at Laverton Hub, which has featured food, an education program, dance and music and active support for the Torres Strait Islands community around Laverton and the West. Due to COVID-19 restrictions, NRW 2020 was hosted entirely online with Council promoting local arts, music and culture and access to library resources.

In recognition of **Indigenous Literacy Day** the Friends of Williamstown and Newport Libraries held a fundraising book sale of excess library stock, raising \$2,029 for the Indigenous Literacy Foundation. On **Aboriginal Children's Day** a Kinder Dreaming art and storytelling session was held at Williamstown Library.

During NAIDOC Week in 2019, a report on the **Message Tree Project** was presented to the Mayor, representing the completion of a research and community engagement program to tell the story of the Message Tree in Williamstown. The report documents a unique story about a site of significance to First Australians and colonial settlers. The project was developed through partnership between the local reconciliation group Get Up Out West, Victoria Police Williamstown, clubs and other community representatives and supported by cultural consultancy Yalukit Marnang. The project received a Council grant to contribute to costs. Recommendations of the Message Tree Project report include interpretive panels that tell the story of the Message Tree and planting a replacement tree that will further embed the story in local history.

Lost Lands Found was launched at Logan Reserve, Altona in 2019. This is an ecological arts project by Wemba Wergaia man Dean Stewart that recreates a patch of the native flowering grassland that once extended from Altona across the western plains to South Australia. The project has been the basis for events and workshops.

Supporting and programming Indigenous artists in the arts community. Artists engaged over the period have included Alice Skye, Tongberangi Ngargga, Soul4GIVE featuring Bart Willoughby, Shauntai Batzke and Robbie Batzke. Outside Gallery at Paine Reserve was curated by Bindi Cole, featuring the work of artist James Henry.

Council's Arts At Your Doorstep annual program was launched featuring Archie Roach on the cover. His scheduled July 2020 performance has been postponed to April 2021.

A range of activities were held promoting learning of First Nations history and culture, including:

- an author talk with Stan Yarramunua on his autobiography *A Man Called Yarra* at Newport Community Hub
- a virtual workshop on the Wayapa Indigenous earth connection wellbeing practice
- a Boonwurrung culture and language session at Williamstown Library with Jaeden Williams
- a virtual Stories from the Boonwurrung session as part of Hobsons Bay Libraries winter school holiday program
- an assessment of Hobsons Bay Libraries' First Nations History collection, including the installation of a sensitivity notice within the Heritage collection at Williamstown Library
- an author talk featuring Tyson Yunkaporta, originally scheduled for March 2020 was held as a virtual session in October 2020.

In 2019, Council started a series of monthly **First Nations creative workshops** at Woods Street Art Space profiling carving, pottery and print making. The Planned Activity Group (PAG) based at Laverton Hub participates and the sessions are open to all First Nations community. An exhibition was supported at Orbital in Altona Meadows.

8.3.2 Update on Special Recovery Grants Rounds for Community Connection and Local Business Activation

Directorate: Sustainable Communities
Responsible Officer: Manager Arts, Culture and Community
Reviewer: Director Sustainable Communities
Attachments: Nil

Purpose

To provide an update on a new integrated approach to Council's community-focused grants. The grants will commence with \$500,000 in additional recovery funding that was approved in the 2020-21 Budget, and to note that the \$250,000 Hobsons Bay Business has Heart business recovery grants package is underway and open for application.

Motion

Moved Cr Matt Tyler, seconded Cr Pamela Sutton-Legaud:

That Council notes the progress of Council's new grants programs in support of community and business recovery.

Carried unanimously

Recommendation

That Council notes the progress of Council's new grants programs in support of community and business recovery.

Summary

Council is making substantial investments to support community resilience and recovery this year. A streamlined approach will be taken bringing all community-facing contestable grants programs into a single funding pool with an ongoing application and approval cycle from November 2020 through to May 2021.

Ongoing application cycles enable a staged and scalable process that will make funds quickly available to support community recovery. The process allows for flexibility and adaptation to changing community demand, capacity and opportunities.

The new \$500,000 grants package is titled Hobsons Bay Recovery and Reconnection (Make It Happen), and in combination with existing events and festivals, environment, and quick response grants programs and the \$278,000 already processed to applicants through the first community grants round in July and August 2020, delivers over \$1 million to support the community during 2020-21.

Council's 2020-21 Budget includes a further \$250,000 package to support grants to local retail precincts, through a separate one-off program supporting economic recovery for local businesses that commenced in September 2020.

Background

At the Council Meeting held on 25 August 2020, Council endorsed its 2020-21 Budget, including a suite of packages aimed at community, social and economic recovery to help offset impacts of the COVID-19 pandemic. The community support package includes investment of \$500,000 in 2020-21 that will be available through a new grants program.

This is in addition to the regular annual community grants program which was fast tracked to release \$278,000 to over 160 organisations in July and August 2020. Other grants programs are delivered by Council each year, in addition to community grants. These include events and festivals and environment funds, which also represent opportunities for community recovery.

A second COVID-19 recovery package of \$250,000 targeting economic recovery for local businesses was launched separately in September. The program forms part of the Hobsons Bay Business has Heart initiative aimed at bringing the local business community together and encouraging residents to shop Hobsons Bay.

Discussion

Grants that support community connections

The experiences of COVID-19 have demonstrated that it can be difficult to plan during times of uncertainty, and that social and community connection and purpose is extremely important. On this basis, Council's new Hobsons Bay Recovery and Reconnection grants package will provide as much flexibility, access and support to the community as possible by:

- providing access to community recovery funds as quickly as practical, on an ongoing basis with monthly assessments planned until May 2021
- opening the more limited focus of existing programs, to make grants accessible to more categories and more people in the community
- making grants as easy as possible to apply for, including sharing ideas, building capacity, and removing barriers to participation (e.g. promoting and connecting potential applicants with auspice roles and other sponsors)
- working proactively with organisations that provide community grants such as the Hobsons Bay Community Fund, Toyota Australia and Bendigo Bank
- actively monitoring demand for and characteristics of the program, to maximise community impact and benefit

The program will retain core elements of existing grants programs, including requiring applicants to be not-for-profit and incorporated, and putting weight towards applications that can demonstrate capacity and capability to deliver the co-investment the grant will leverage (such as time and funds), and the impact in terms of the breadth of community benefits and opportunities for people to participate and volunteer.

The program will bring in multiple separate grants streams that have a focus on community connection to deliver increased flexibility and capacity. Protocols will ensure the strategic intent of existing programs (such as environment, events and festivals) is strengthened throughout. In addition to the \$278,000 already provided to successful grant applicants in August 2020, the program's budget is made from the \$500,000 committed in the budget, \$20,000 budgeted for sustainability grants, \$190,000 allocated to events and festivals funding, and \$50,000 that had been set aside for 2021 quick response grants as part of Council's ongoing budget.

The indicative timeframe for the new approach to 2020-21 grants supporting community connections is outlined below.

Q1: July-September 2020
<ul style="list-style-type: none"> • regular 2020 Community Grants funds released three months ahead of normal schedule • existing Events and Festivals Fund reassessed • budget commitment to additional grants • new grants program confirmed in September
Q2: October-December 2020
<ul style="list-style-type: none"> • program opens for applications in November • first assessment round held in December • review and development of digital options commences
Q3: January-March 2021
<ul style="list-style-type: none"> • program continues to be open for applications • assessment closure dates 27 January, 24 February and 24 March are promoted • funds released to successful applicants as assessed • reporting on process and outcomes • assess digital opportunities and test focus for 2021-22
Q4: April-June 2021
<ul style="list-style-type: none"> • program continues to be open for applications • assessment closure dates 28 April and 26 May are promoted • funds released to successful applicants as assessed • reporting on process and outcomes • potential digital grants option/pilot for use in 2021-22

Following rollout in 2020-21, it is intended that this holistic approach be applied for Council's grants programs going forward, with regular reporting and reviewing taking place along with feedback from participants, supporting adjustments and ongoing improvements.

Hobsons Bay Business has Heart

The Hobsons Bay Business has Heart grants program was launched in September 2020, with applications being received on a rolling program until funds are expended or until March 2021.

There are multiple funding opportunities for business groups such as promotion, marketing and local activation. The grants program aims to bring the local business community together and encourage residents to support their local business precincts and shop Hobsons Bay, now and particularly as lockdown restrictions begin to ease. The program is supported by a simple, guided application process so that Council staff can assist Hobsons Bay businesses to design ways to build connections with their local communities and set themselves up for economic recovery.

8.4 Infrastructure and City Services

8.4.1 Contract 2020.62 Arboriculture Supply, Planting and Establishment Panel

Directorate: Infrastructure and City Services
Responsible Officer: Senior Coordinator City Services
Reviewer: Director Infrastructure and City Services
Attachments: Nil

Purpose

To award Contract 2020.62 for Arboriculture Supply, Planting and Establishment Panel to a panel of suppliers.

Motion

Moved Cr Tony Briffa, seconded Cr Sutton-Legaud:

That Council awards Contract No 2020.62 for Arboriculture Supply, Planting and Establishment Panel to the following panel of suppliers for a value of up to \$2,200,000 (two million, two hundred thousand dollars) annually, including GST, for an initial period of three years with an option for two one-year extensions.

Tree Supply Contractors Only:

- **Botanix Nursery**
- **Metropolitan Tree Growers**
- **Speciality Trees**
- **The Advanced Tree Company**

Tree Supply, Planting and Establishment Contractors:

- **Citywide Service Solutions Pty Ltd**
- **Flemings Landscapes**
- **Sevron Pty Ltd**

Carried unanimously

Recommendation

That Council awards Contract No 2020.62 for Arboriculture Supply, Planting and Establishment Panel to the following panel of suppliers for an estimated value of \$2,200,000 (two million, two hundred thousand dollars) annually, including GST, for an initial period of three years with an option for two one-year extensions.

Tree Supply Contractors Only:

- **Botanix Nursery**
- **Metropolitan Tree Growers**
- **Speciality Trees**
- **The Advanced Tree Company**

Tree Supply, Planting and Establishment Contractors:

- **Citywide Service Solutions Pty Ltd**
- **Flemings Landscapes**
- **Sevron Pty Ltd**

Summary

In response to Council adoption of the Urban Forest Strategy in September 2020 a panel of contractors is proposed to assist with the implementation of the strategy's objectives which places a much greater demand on Hobsons Bay's annual tree planting program.

In order to meet this increase in demand Council went to open tender seeking industry contractors experienced in tree supply, planting and establishment maintenance for the purpose of creating a panel of arboricultural contractors and securing their services.

Contractors were selected for the panel based on their ability to meet the timelines and quality outcomes specified within the contract, their ability to supply large quantities of trees or demonstrated history of planting and maintaining trees for an establishment period.

Background

The services and works to occur under this contract are key to Hobsons Bay achieving two of the four objectives of the recently adopted Urban Forest Strategy:

- Objective 1: Increase tree canopy in Hobsons Bay to 30 per cent by 2040
- Objective 2: Develop a diverse and healthy urban forest

The Urban Forest Strategy Action Plan sets a target of 40,000 semi-mature trees to be planted within the first five years of the strategy. These species must be selected from a variety of different families and genera to increase the diversity of Hobsons Bay's current tree population, thus reducing the potential risk of a major pest or disease event causing catastrophic damage to the tree population. The increase in tree population will also help reduce the urban heat effect, improve biodiversity and aesthetics of the municipality.

Council currently plants about 2,000 semi-mature trees annually with its internal Arboriculture team. To successfully reach the goals set out in the Urban Forest Strategy, Council will need a variety of contracted services to assist Council's current tree planting program with tree supply, tree planting and 24 months of establishment maintenance for newly planted trees.

With such a large increase in volume in Hobsons Bay's tree planting program Council will need to increase both its capital tree planting budget and operational tree maintenance budget to implement the objectives of the Urban Forest Strategy.

Discussion

The procurement process for this contract was an open tender process which opened on 26 October and closed on 9 November 2020. Eight submissions were received by the closing time and no late tenders were received.

The submissions were split into two categories for assessment. Four submissions were for Tree Supply Only (Tree Nurseries) and four submissions for a combination of Supply, Planting and Establishment Maintenance works.

The Tender Evaluation Panel met to evaluate the tenders against the selection criteria and post tender clarification was sought from some tenderers. Interviews were conducted on 13 November 2020 with the contractors who selected a combination of supply, planting and maintenance works which will form the major expense of this contract.

Tenderers who selected the tree supply only option in the contract were not chosen to be interviewed as they are well known suppliers who currently supply trees to Hobsons Bay Council for its annual tree planting program. Council is not expected to greatly increase its tree supply for its internal tree planting program during the term of this contract so there are no risks with these tenderers being able to provide adequate supply levels.

At the end of the evaluation process seven tenderers scored above 80 per cent against the criteria and were deemed appropriate for inclusion on the panel. Based on the evaluation process, a report was presented to the Tender Board on 18 November 2020 recommending multiple contractors for the arboriculture supply, planting and establishment services as the preferred tenderer. These tenderers 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 2020.62 Arboriculture Supply, Planting and Establishment Panel be awarded to a panel of contractors as per the list below:

Supply Only	Supply, Planting and Maintenance
Botanix Nursery	Citywide Service Solutions Pty Ltd
Metropolitan Tree Growers	Flemings Landscapes
Speciality Trees	Sevron Pty Ltd
The Advanced Tree Company	

8.4.2 Contract 2020.10 Altona Tennis Courts - Building Renewal

Directorate: Infrastructure and City Services
Responsible Officer: Senior Project Manager
Reviewer: Director Infrastructure and City Services
Attachments: Nil

Purpose

To seek Council approval for Contract 2020.10 for the Altona Tennis Club Refurbishment.

Motion

Moved Cr Tony Briffa, seconded Cr Peter Hemphill:

That Council awards Contract 2020.10 for the Altona Tennis Club Courts Refurbishment to Turf One at a fixed lump sum price of \$2,293,181.00 (two million, two hundred and ninety-three thousand, one hundred and eighty-one dollars), including GST.

Carried unanimously

Recommendation

That Council awards Contract 2020.10 for the Altona Tennis Club Courts Refurbishment to Turf One at a fixed lump sum price of \$2,293,181.00 (two million, two hundred and ninety-three thousand, one hundred and eighty-one dollars), including GST.

Summary

The Altona Tennis Club Courts Refurbishment works are proposed to be undertaken utilising funds within Council's annual capital works budget. An open tender process has been carried out for the procurement of these works with six submissions received during this process. Following the evaluation of these tenders, a report was presented to the Tender Board on 11 November 2020, recommending awarding the contract to Turf One for the refurbishment of the existing tennis courts at the Altona Tennis Club.

Background

The Altona Tennis Club is located within JK Grant Reserve, Altona and is bordered by Fresno Street and Blue Gum Drive. The site is Crown Land managed by Council. The courts are utilised by club members and the public.

The proposed refurbishment of the existing tennis courts at the Altona Tennis Club was initiated by the Tennis Needs Assessment upgrades as a medium-term priority.

The works includes refurbishment of the red porous tennis courts and the synthetic courts, replacement of the court fencing (which is at the end of its practical life), replacement of the floodlights on the synthetic tennis courts and the red porous tennis courts. The project also includes the installation of Tennis Australia's "Book a Court" technology which allows the facility to be managed electronically. Clubs and the public can book courts when they are available via an access code. The red porous tennis courts have been completely repositioned and designed to address concerns about future proofing at the club.

The contract scope of works includes:

- five new synthetic clay courts
- six new red porous clay courts
- new Book a Court system
- new nets
- new LED lighting and poles
- new chain mesh fencing
- new irrigation tank and pumps

Discussion

A tender for the Altona Tennis Club Refurbishment was formally advertised in *The Age* on 19 September 2020 and closed on 23 October 2020.

Six tender submissions were received by the tender deadline. Five of these submissions were deemed conforming, although two of the tenderers were deemed not suitable for this project because they did not have enough tennis court project experience.

During the tender evaluation process, three candidates were interviewed online via Microsoft Teams on 4 November 2020.

Based on the evaluation process and reference checks, the Tender Evaluation Panel recommended Turf One as the preferred tenderer. Turf One 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.

8.4.3 West Gate Tunnel Project Update

Directorate:	Infrastructure and City Services
Responsible Officer:	Senior Technical Advisor
Reviewer:	Director Infrastructure and City Services
Attachments:	Nil

Purpose

To provide the monthly status report on the West Gate Tunnel Project (the Project) and associated initiatives, projects and advocacy activities.

Motion

Moved Cr Tony Briffa, seconded Cr Peter Hemphill:

That Council receives and notes this update on the current status of the West Gate Tunnel Project and Council's advocacy on aspects of the Project.

Carried unanimously

Recommendation

That Council receives and notes this update on the current status of the West Gate Tunnel Project and Council's advocacy on aspects of the Project.

Summary

This month's report includes updates on:

- Council advocacy on items including:
 - Muir Street and Rosala Avenue pedestrian overpasses
 - Hall Street streetscape design
 - Hobsons Bay Transport Planning Study (HBTPS) and Local Area Movement Plans (LAMPS)
 - Kororoit Creek shared use path (SUP)
- Community Liaison Group (CLG)
- West Gate Neighbourhood Fund

Background

The Project commenced in 2018 and is expected to be completed in 2023. The Project is delivered through a partnership between the Victorian Government and Transurban (Project Co), managed by the West Gate Tunnel Project – Major Transport Infrastructure Authority

(WGTP MTIA) and built by construction contractors CPB Contractors and John Holland as a joint venture (the JV).

Monthly reports providing updates on various aspects of the Project are tabled through Council Meetings. Previous reports can be accessed via the Council website. Project operational updates including live traffic disruption information can be accessed via: <https://westgatetunnelproject.vic.gov.au/disruptions>

Discussion

Council advocacy

Throughout the design and construction stages, Council has advocated for outcomes and improvements wherever possible that are consistent with its adopted position to optimise beneficial community outcomes.

Council advocacy is currently focused on four strategic items, detailed below, which are being discussed with Project Co, the JV and WGTP MTIA.

1. Muir Street and Rosala Avenue pedestrian overpasses

The JV removed two pedestrian overpasses at Muir Street, Spotswood and Rosala Avenue, Altona North on 23 May 2020 to enable the progression of freeway widening and noise wall installation and, following delays due to COVID-19 restrictions, the replacement overpasses are now nearing completion. The new Rosala Avenue overpass opened on 9 November 2020 and the Muir Street overpass will open on 9 December 2020.

During the period of the overpass removal and reconstruction, the JV implemented a courtesy bus service for Yarraville/Spotswood and Altona North/Brooklyn communities to assist with connectivity across the freeway. Council supports retention of this courtesy bus service until the overpasses are completed and fully operational.

2. Hall Street Streetscape Design

The JV, Project Co, WGTP MTIA, VicTrack, Metro Trains Melbourne, Viva Energy and Council have been working for some time to achieve a satisfactory outcome for the design of the Hall Street, Spotswood SUP. This streetscape design includes a shared user pathway (SUP) on the west side of Hall Street between Hudsons Road and the Westgate Freeway. This SUP will provide a critical connection to Federation Trail and Stony Creek Reserve. Council has commenced design for the drainage upgrade of Hall Street including the outlet to Stony Creek under the West Gate Bridge.

4. Hobsons Bay Transport Planning Study

The Department of Transport (DoT) is leading the HBTPS in partnership with Council to identify actions to improve network access and mobility across the northern suburbs.

A project report for the study area has been completed which defines challenges and opportunities across all modes of transport, walking, cycling, public transport and vehicular. A series of initiatives have also been developed to address these future transport needs and challenges in Hobsons Bay.

In conjunction with the HBTPS, LAMPs for Brooklyn, Altona North, Spotswood, South Kingsville, Newport and Williamstown North are being developed, consistent with the objectives of the HBTPS and Council's Integrated Transport Plan. Community engagement

for the LAMPs commenced mid-November 2020 with the final LAMPs scheduled for April 2021.

The Spotswood and South Kingsville LAMP will form a part of Spotswood and South Kingsville Better Places initiative with community engagement commenced in November 2020.

3. Kororoit Creek Shared Use Path

At the CLG meeting on 18 June 2020 the JV presented a revised program for all the SUPs proposed as part of the Project including that the completion of the Kororoit Creek SUP would be delayed until the end of the Project due to required services relocation works. Council and Friends of Lower Kororoit Creek wrote to the JV requesting an earlier opening of this important regional trail to the public as soon as possible. Subsequently the JV has advised that they have been able to adjust their program to bring forward completion of the SUP to the end of 2021.

Current Construction Works

Works progressing include road and bridge widening; noise wall construction (Figure 1); interchange works at Williamstown Road, Millers Road (Figure 2), Grieve Parade and the M80; installation of the pedestrian overpasses; Hyde Street ramps and the southern tunnel portal works.

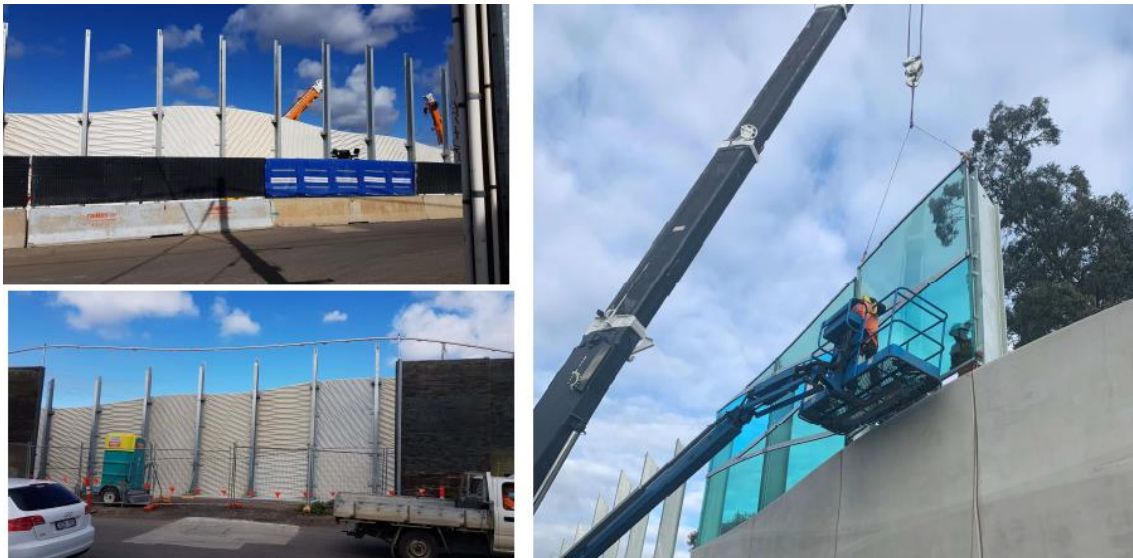


Figure 1: New noise walls including acrylic panels being installed



Figure 2: Millers Road interchange works

Resurfacing of the existing Federation Trail between Millers Road and Kororoit Creek, Brooklyn is planned to commence in early 2021.

Updates on construction activity and works notifications can be accessed via the Project website: <http://westgatetunnelproject.vic.gov.au/>

Open Space Enhancement Package

Works have commenced for the construction of the new pavilion at WLJ Crofts Reserve, Altona North following the demolition of the former pavilion. WH Couch Pavilion at Donald McLean Reserve has also been demolished in preparation for construction works for the new pavilion. (See Figures 3 and 4 below.)

Community consultation to inform the Donald McLean Reserve open space design development commenced on 26 November with the release of the final design following engagement undertaken in September 2020.

All open space enhancement works at Brooklyn Reserve, DN Duane Reserve and Rowan Avenue Reserve in Brooklyn are now complete.



**Figure 3: Location of the former WH Couch pavilion
at Donald McLean Reserve after demolition**



Figure 4: WLJ Crofts Reserve, Altona North – demolished pavilion and earthworks



Figure 5: Brooklyn Reserve, Brooklyn – new public toilet close to the playground



Figure 6: DN Duane Reserve, Brooklyn – new shelter and playground equipment



Figure 7: Rowan Reserve, Brooklyn – connecting pathways, new play equipment and additional landscaping

Further details and updates on each of these projects can be accessed via Council's Participate Hobsons Bay website at <https://participate.hobsonsbay.vic.gov.au/>

Other Items

A meeting of the CLG – West was held on 17 September 2020 which included a briefing on the Inner West Air Quality Community Reference Group report. Further information on the CLG, including copies of meeting notes and presentations, can be found at: <http://westgatetunnelproject.vic.gov.au/clg>

The \$10 million West Gate Neighbourhood Fund is a grants and partnerships program for communities within Maribyrnong City Council and Hobsons Bay City Council. Applications for the 2019-2020 Partnerships Program have been reviewed by WGTP MTIA with funding recipients to be announced shortly. Community grant applications available to not-for-profits in the Maribyrnong and Hobsons Bay areas are expected to open in coming weeks which will provide up to \$100,000 per application. Further information is available at: westgatetunnelproject.vic.gov.au/community/grants

The Inner West Air Quality Community Reference Group recently presented their report, *Air Pollution in Melbourne's Inner West: taking direct action to reduce our community's exposure*, to the Victorian Government. The report considers air pollution and health impacts in Melbourne's inner west, finding that poor planning, regulation and air pollution monitoring is exposing the community to serious health risks. The report notes that the area bears the brunt of being home to polluting industries including toxic landfills, chemical industries, an oil refinery, the Port of Melbourne, trucking and freight logistics, and Victoria's busiest freeway. While cities around the world have cleaned up these industries, the report notes that the western suburbs remain neglected with poor pollution standards, outmoded technologies and a reliance on inadequate planning frameworks.

The report contains 26 recommendations with 65 actions to improve air quality for Melbourne's inner west communities. The report and further information can be found at: www.environment.vic.gov.au/sustainability/inner-west-air-quality-reference-group

As part of the environmental management requirements for the Project, air monitoring from six temporary air quality monitoring stations is undertaken monthly. The West Gate Tunnel Project air quality monitoring report for August 2020 has been published at: <https://westgatetunnelproject.vic.gov.au/about/keytopics/tunnel-ventilation-and-air-quality>

9 Delegate Reports

Purpose

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

Motion

Moved Cr Tony Briffa, seconded Cr Peter Hemphill:

That Council receives and notes the recent Delegate Report.

Carried unanimously

Recommendation

That Council receives and notes the recent Delegate Report.

Metropolitan Transport Forum

Directorate: Infrastructure and City Services

Councillor Delegate: Cr Jonathon Marsden

Date of Meeting: 7 October 2020

Peter Parker from the Victorian Transport Action Group presented on opportunities for improved bus services in metropolitan Melbourne. Peter highlighted that Melbourne needs a more job-focused bus network.

The presentation highlighted that adjusting bus service levels may need to be considered to suit demand, and several popular bus routes requiring service upgrades. It was noted that public transport service kilometres per capita have been falling since 2012 despite high levels of investment, indicating the need to improve services. Opportunities for bus reform include Route 472 in Williamstown which was proposed to be rerouted through the Ferguson Street Activity Centre with more services to improve access. It was also highlighted that the timetable for Route 432 through Newport and Altona North could be amended to better match demand.

Loretta Lynch, Managing Director at Transdev Melbourne, presented on lessons from their recent electric bus trials undertaken in partnership with the Victorian Government.

The electric bus used for the trial was the first in Melbourne and was manufactured locally. Initially it was trialled on Route 246 from Elsternwick to Clifton Hill via St Kilda and was found to reduce noise and emissions, improve air quality, and to be as reliable as existing diesel buses. The battery is recharged at the bus depot overnight and is sufficient for a day's operation or around 300km. The trial has now shifted to Route 251 from Queen Street in the

Melbourne CBD to Northland Shopping Centre. Transdev also has electric and hydrogen bus operations overseas and aspirations to further increase them within Australia.

Greg Day, Metropolitan Transport Forum's strategic transport advocacy advisor, highlighted a major announcement by Ben Carroll, Minister for Roads and Road Safety, that aligns with previous advocacy efforts: 100km of new and improved cycling routes to be delivered across inner Melbourne suburbs to make it easier and safer for people cycling to and from the CBD. Local councils have played a key role in this with \$13 million to be invested to help relieve congestion and provide an alternative to public transport. Victoria will also introduce minimum passing distances next year to make it mandatory for motorists to give cyclists at least one metre clearance when overtaking on roads with speed limits up to 60km/h, and 1.5 metres on roads with speed limits above 60km/h. This will improve cyclist safety and will align local rules with those in other states.

10 Notices of Motion

10.1 Notice of Motion No. 1218 - Advocacy to Government Agencies on Ferguson Street Level Crossing Removal

During debate on Item 10.1 Notice of Motion No. 1218 – Advocacy to Government agencies on Ferguson Street Level Crossing Removal, Cr Peter Hemphill requested an extension of speaking time in accordance with rule 8.11.3 of the Hobsons Bay Governance Rules.

Motion

Moved Cr Peter Hemphill, seconded Cr Tony Briffa:

That Council extends Cr Peter Hemphill's speaking time as the mover of Notice of Motion No. 1218 – Advocacy to Government Agencies on Ferguson Street Level Crossing Removal by two minutes.

Carried unanimously

Cr Peter Hemphill has given notice of the following:

Motion

Moved Cr Peter Hemphill, seconded Cr Pamela Sutton-Legaud:

That Council:

1. Gratefully acknowledges the position of the Victorian Government and the Level Crossing Removal Project (LXRP) in opting for, in line with community feedback, the rail under option for the Ferguson Street Level Crossing Removal at North Williamstown Station.
2. Holds discussions with Maribyrnong City Council and/or the National Trust regarding the development of a heritage rail corridor along all or part of the rail network stretching from Williamstown to Footscray which:
 - a. Acknowledges the state significance of the rail lines running from the CBD to Williamstown.
 - b. Permanently protects the heritage rail assets such as station buildings, station platforms and signal boxes along that section of the railway network.
 - c. Recognises and celebrates the historic railway yards at Point Gellibrand.
 - d. Protects the heritage buildings and railway stock at the Newport Railway Workshops and the Williamstown Rail Museum.

- 3. Campaigns for a better community outcome for the North Williamstown Station precinct which prioritises safety and is in line with Council's concept plan adopted on August 11 2020, which specifically includes retention of both the east and west station buildings in their current form, north-south pedestrian links under Ferguson Street and an improved plaza area at the station, but also leaves open the possibility of exploring potential further improvements.**
- 4. Convenes meetings of Council officers and Strand Ward Councillors with the LXR, the Department of Transport and VicRoads to improve pedestrian and cyclist safety, public transport links and traffic movement in the Ferguson Street/Kororoit Creek Road/Champion Road area in line with Council's concept plan for the North Williamstown Station area.**
- 5. Meets with the Member for Williamstown, The Hon. Melissa Horne MP, to seek support for better and safer community outcomes for the North Williamstown Station area.**

Carried unanimously

That Council:

- 1. Gratefully acknowledges the position of the Victorian Government and the Level Crossing Removal Project (LXR) in opting for, in line with community feedback, the rail under option for the Ferguson Street Level Crossing Removal at North Williamstown Station.**
- 2. Holds discussions with Maribyrnong City Council and/or the National Trust regarding the development of a heritage rail corridor along all or part of the rail network stretching from Williamstown to Footscray which:**
 - a. Acknowledges the state significance of the rail lines running from the CBD to Williamstown**
 - b. Permanently protects the heritage rail assets such as station buildings, station platforms and signal boxes along that section of the railway network.**
 - c. Recognises and celebrates the historic railway yards at Point Gellibrand.**
 - d. Protects the heritage buildings and railway stock at the Newport Railway Workshops and the Williamstown Rail Museum.**
- 3. Campaigns for a better community outcome for the North Williamstown Station precinct which prioritises safety and is in line with Council's concept plan adopted on August 11 2020, which specifically includes retention of both the east and west station buildings in their current form, north-south pedestrian links under Ferguson Street and an improved plaza area at the station, but also leaves open the possibility of exploring potential further improvements.**
- 4. Convenes meetings of Council officers and Strand Ward Councillors with the LXR, the Department of Transport and VicRoads to improve pedestrian and cyclist safety, public transport links and traffic movement in the**

Ferguson Street/Kororoit Creek Road/Champion Road area in line with Council's concept plan for the North Williamstown Station area.

- 5. Meets with the Member for Williamstown, The Hon. Melissa Horne MP, to seek support for better and safer community outcomes for the North Williamstown Station area.**

10.2 Notice of Motion No. 1219 - Acknowledgement of Kim Walsh

Cr Tony Briffa JP has given notice of the following:

Motion

Moved Cr Tony Briffa, seconded Cr Daria Kellander:

That Council acknowledges Kim Walsh's extraordinary contribution to the community of Hobsons Bay through his role as President of the Altona Village Traders Association for 20 years, and presents him with a certificate at a future Council meeting.

Carried unanimously

That Council acknowledges Kim Walsh's extraordinary contribution to the community of Hobsons Bay through his role as President of the Altona Village Traders Association for 20 years, and presents him with a certificate at a future Council meeting.

11 Supplementary Public Question Time

Nil.

12 Urgent Business

Nil.

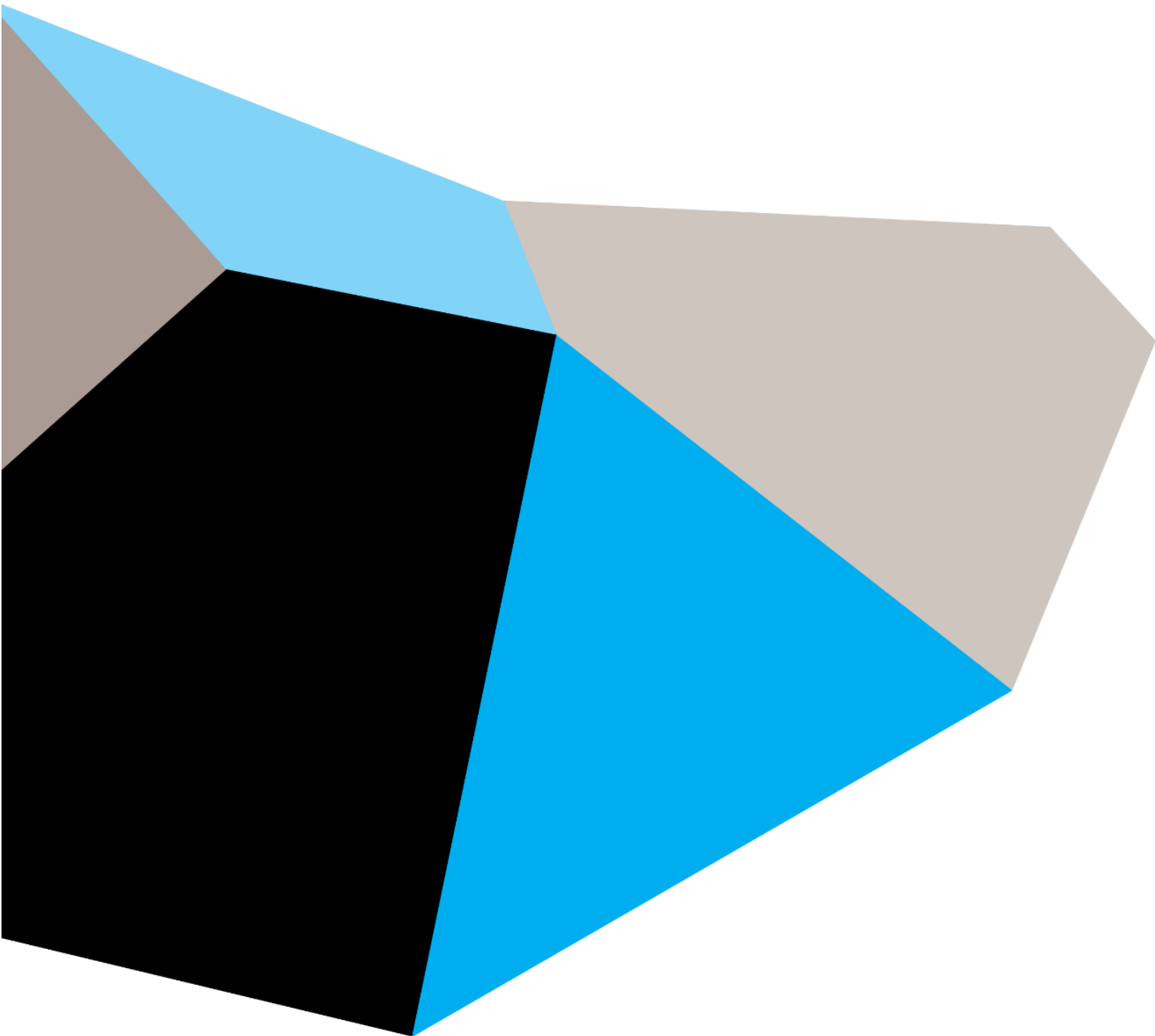
13 Close of Meeting

There being no further business, the Chairperson declared the meeting closed at 9.06pm.

Chairperson – Cr Jonathon Marsden

Signed and certified as having been confirmed.

9 February 2021



HOBSONS BAY CITY COUNCIL

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