



# Council Meeting Minutes

12 October 2021

Virtual Meeting

**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 Bunurong People 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**

<b>1 Council Welcome and Acknowledgement.....</b>	<b>6</b>
<b>2 Virtual Meeting Protocols.....</b>	<b>6</b>
<b>2.1 Voting Method.....</b>	<b>6</b>
<b>2.2 Absence From Meeting.....</b>	<b>6</b>
<b>3 Apologies .....</b>	<b>6</b>
<b>4 Disclosure of Interest .....</b>	<b>6</b>
<b>5 Confirmation of Minutes.....</b>	<b>7</b>
<b>5.1 Confirmation of Minutes .....</b>	<b>7</b>
<b>6 Councillor Questions.....</b>	<b>7</b>
<b>7 Public Question Time .....</b>	<b>10</b>
<b>8 Petitions and Joint Letters .....</b>	<b>13</b>
<b>8.1 Petitions and Joint Letters Received.....</b>	<b>13</b>
8.1.1 Petition - Make Ferguson Street Safe for Pedestrians .....	13
<b>9 Business.....</b>	<b>15</b>
<b>9.1 Office of the Chief Executive.....</b>	<b>15</b>
9.1.1 Chief Executive Officer - Report on Operations .....	15
<b>9.2 Corporate Services .....</b>	<b>17</b>
9.2.1 Adoption of the Council Plan 2021-25 .....	17
9.2.2 Financial Plan 2021-22 to 2030-31 .....	20
9.2.3 Instruments of Delegation to the Chief Executive Officer and Members of Staff - 2021 Update.....	22
9.2.4 Audit and Risk Committee Update - August 2021 and Bi-Annual Report .....	25
<b>9.3 Sustainable Communities .....</b>	<b>27</b>
9.3.1 COVID-19 Community Support Package Update .....	27
<b>9.4 Infrastructure and City Services .....</b>	<b>31</b>
9.4.1 Endorsement of Place Guide for Better Places Spotswood and South Kingsville .....	31
9.4.2 Hobsons Bay Coastal and Marine Management Plan.....	34

9.4.3 Draft Road Management Plan 2021 .....	37
9.4.4 Trust for Nature Covenant - Maidstone Street Grassland, Altona .....	40
<b>10 Delegate Reports .....</b>	<b>42</b>
<b>11 Notices of Motion.....</b>	<b>46</b>
<b>12 Urgent Business .....</b>	<b>46</b>
<b>13 In Camera Business.....</b>	<b>47</b>
<b>14 Close of Meeting .....</b>	<b>47</b>

**Minutes of the Council Meeting held on 12 October 2021 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 Andrew McLeod

Director Corporate Services

Mr Sanjay Manivasagasivam

Director Infrastructure and City 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 Bunurong People of the Kulin Nation as the Traditional Owners of these municipal lands and waterways.

## 2 Virtual Meeting Protocols

Due to current COVID-19 restrictions, this Council Meeting was conducted virtually in accordance with subsection 4.6 of the Hobsons Bay Governance Rules, and livestreamed on the Council website at <http://webcast.hobsonsbay.vic.gov.au>

### 2.1 Voting Method

Voting was conducted by show of hands, as in the Council Chamber.

### 2.2 Absence From Meeting

If a Councillor leaves the meeting at any time for any reason other than for a conflict of interest, the Councillor will stand to indicate their intention to leave and then walk away.

If a Councillor needs to leave the meeting due to a declared conflict of interest, the Chairperson will remove the Councillor from the virtual meeting until the matter under discussion has been resolved. The Chairperson will then invite the Councillor back into the meeting.

If a Councillor cannot be seen or heard due to technical issues and cannot carry on as a participant in the meeting, the meeting will continue as long as a quorum remains.

If the quorum is lost, the meeting will be adjourned until the quorum can be returned.

The time that any Councillor leaves and returns to the meeting will be recorded in the minutes regardless of the reason for absence.

## 3 Apologies

The Chairperson called for apologies received from Councillors who are unable to attend this meeting.

Nil

## 4 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.

Nil

## 5 Confirmation of Minutes

### 5.1 Confirmation of Minutes

Confirmation of the minutes of the Council Meeting of Hobsons Bay City Council held on 14 September 2021 (copy previously circulated).

#### **Motion**

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

**That Council confirms the minutes of the Council Meeting of Hobsons Bay City Council held on 14 September 2021.**

**Carried unanimously**

## 6 Councillor Questions

**Cr Daria Kellander asked how many residents had applied for the compostable bag trial to date, and when they would be provided with paper bags to begin the trial.**

Ms Pene Winslade, Director Sustainable Communities, responded that about 1,500 households have registered for the program so far, and Council anticipates many more registrations as calendars and information packs are delivered over the next couple of weeks.

Ms Winslade noted that there is a three-month supply turnaround for large-volume orders of paper bags, so while Council has run a tender process to appoint a provider as required by the *Local Government Act* 2020, there would be a lag before large quantities could be delivered. Ms Winslade added that in the meantime, Council has procured as many bags locally as possible and would commence a pre-trial from 1 November with 200 households, the maximum number that Council can serve with the current supply. Ms Winslade stated that all other residents who register for the trial would be able to participate early in the New Year as the larger supply arrives.

**Cr Daria Kellander observed that Glen Eira City Council, like Hobsons Bay, does not allow the use of compostable bags in their food organics and garden organics (FOGO) bin, but does allow residents to purchase regular paper bags from supermarkets and promotes this on the council's website. Cr Kellander asked, given that residents of Hobsons Bay can wrap food scraps in newspaper or paper towels, whether Council would consider promoting a similar initiative.**

Ms Pene Winslade, Director Sustainable Communities, responded that while she could not comment on another council's programs, since the introduction of the FOGO bin within Hobsons Bay in February 2020, Council has actively promoted in all education material that residents can wrap their food in newspaper and paper towels. Ms Winslade noted that these are identifiable items that break open on the conveyor belt and are therefore easy for Council's FOGO processor, Veolia, to accept.

Ms Winslade added that the paper bag trial would use official Hobsons Bay paper bags stamped and printed with information, an approach that had been worked through with the provider, and that bins containing bagged material that was not the official paper bags or the approved newspaper or paper towels may be rejected as contaminated.

**Cr Daria Kellander noted that a number of traders do not have outdoor dining parklet space, including traders who moved into their business after they were installed, and asked whether Council would work with traders to implement outdoor parklet spaces where required, given that these spaces are key to getting back to business once vaccination targets are met.**

Ms Pene Winslade, Director Sustainable Communities, responded that, as with all complex requests, Council encouraged traders to contact Council's Economic and Social Planning team directly because the answer could depend on individual circumstances and may change over time.

Ms Winslade noted that funding for the outdoor dining program, which included both Council funds and a Victorian Government grant, was fully expended with over \$1 million committed and spent, and there was currently no funding available to purchase new equipment. However, Ms Winslade went on to state that some equipment was currently in storage from decommissioned sites, and that Council would be happy to supply that equipment in the meantime where it met a trader's needs.

Ms Winslade added that Council continues to monitor for any additional funding from the Victorian Government and stated that Council would move quickly to secure funding if any was made available in order to offer ongoing services to residents and businesses.

**Cr Diana Grima asked whether residents who had purchased a second-hand cloth nappy were also entitled to the reusable nappies rebate as long as they had proof of purchase that complied with the date requirements of the trial.**

Ms Pene Winslade, Director Sustainable Communities, responded that residents were eligible for the reusable nappy rebate, which commenced on 6 September 2021, regardless of whether the items were new or second-hand provided they could show proof of purchase. Ms Winslade noted that residents can access the rebate until funds allocated for the pilot program expire.

**Cr Peter Hemphill asked how many COVID-19 vaccinations have been delivered through the Altona Badminton Centre vaccination site so far.**

Ms Pene Winslade, Director Sustainable Communities, responded that the centre had been running for about six weeks and delivered around 3,000 vaccinations in that time, with an additional 2,000 delivered through the VU Whitten Oval vaccination event, the result of a collaboration between a number of organisations including Council, a couple of weeks ago.

**Cr Peter Hemphill asked what hours the Altona Badminton Centre vaccination site operated in, and how long it was likely to run for.**

Ms Pene Winslade, Director Sustainable Communities, responded that at this stage, the Badminton Centre would continue to run sessional surge events based on the availability of vaccinators until the end of October, with those events being advertised on Council's website and a range of other websites so people can book. Ms Winslade stated that after that point, some version of the normal use of the Badminton Centre was likely to recommence.



Ms Winslade added that she understood there to already be around 1,500 further bookings for the centre between now and then.

**Cr Peter Hemphill queried whether there may be an opportunity for a pop-up vaccination centre in Hobsons Bay, particularly in the Altona North area.**

Ms Pene Winslade, Director Sustainable Communities, responded that Council is in discussions with the Department of Health and Human Services about options for smaller-scale local pop-up options, particularly in postcodes with lower vaccination rates, but that it would probably be a couple of weeks before details were confirmed.

**Cr Peter Hemphill noted recent complaints from residents relating to disruptive truck traffic along Hudsons Road in Spotswood and asked whether Council was aware who the trucks were contracted to, and whether anything was being done to ameliorate residents' concerns.**

Mr Sanjay Manivasagasivam, Director Infrastructure and City Services, responded that Council has also received a number of complaints and on investigation had identified the trucks as being from the Ferguson Street Level Crossing Removal project.

Mr Manivasagasivam went on to say that because the project is currently conducting drainage works, a large amount of material was being transported from the site, which is why the trucks were using Hudsons Road and Hall Street.

Mr Manivasagasivam stated that Council had made contact with the Level Crossing Removal Project (LXRP) to consider other options to minimise impacts on residential areas, and had requested that the project provide more communication to residents in the area informing them of the plans and impacts. Mr Manivasagasivam added that Council would work closely with the LXRP to find other options for the trucks, as the situation was likely to continue for three weeks until excavation works are complete.

**Cr Peter Hemphill asked whether the works were only being carried out at night.**

Mr Sanjay Manivasagasivam, Director Infrastructure and City Services, indicated that Council understood this to be the case.

**Cr Peter Hemphill asked whether Council was discussing options to conduct the works during daytime, given the comparative lack of traffic on the currently on the road.**

Mr Sanjay Manivasagasivam, Director Infrastructure and City Services, confirmed that Council was working with the LXRP to look at options to reduce truck traffic during the night.

**Cr Matt Tyler requested an update on progress made with the Victorian Government on the Queen Street pedestrian and cycling bridge.**

Mr Sanjay Manivasagasivam, Director Infrastructure and City Services, responded that Council has made partnership agreements with the Department of Transport (DoT), and that this was going well, with the DoT working closely with and supporting Council to fast track design works for the Queen Street pedestrian and cycling bridge. Mr Manivasagasivam went on to say that the current plan was to complete all design works by February 2022, and then to look at the further construction process, adding that Council would continue to work with the DoT and Victorian Government to secure funding for construction of the bridge next year.

**Cr Pamela Sutton-Legaud requested an update on Amendment C114, which proposes to rezone land known as Precinct 16 West in South Kingsville from industrial to residential, following the closure of public consultation on the amendment.**

Ms Pene Winslade, Director Sustainable Communities, responded that the public exhibition of Amendment C114 was conducted between 28 July and 8 September 2021, so closed about a month ago, and that Council had received 34 submissions relating mostly to concerns about traffic and amenity. Ms Winslade stated that the submissions would be referred to the Victorian Government planning panel and advisory committee for their consideration, and that a public hearing was anticipated in the first week of December, at which all submitters would have an opportunity for their concerns to be heard by the panel.

**Cr Pamela Sutton-Legaud asked if this applied only for current submissions, or whether anyone who made a future submission would also be able to be heard at the public hearing.**

Ms Pene Winslade, Director Sustainable Communities, responded that she believed it to be anyone who had made a current submission, because the exhibition has closed, but indicated that she would take on notice whether that would extend to future submissions up to December.

**Cr Tony Briffa requested an update in relation to the Nellie Street drain in Seaholme.**

Mr Sanjay Manivasagasivam, Director Infrastructure and City Services, responded that Council is closely working with Melbourne Water, the managing authority for the Nellie Street drain, on a design to pipe the Nellie Street drain. Mr Manivasagasivam indicated that Melbourne Water has some different ideas, so Council was working closely with them, adding that the project would be carried out as part of the Better Boating funding allocation Council had received from the Victorian Government for design works for the carparks at the Altona Boat Ramp and as soon as a design was agreed-on, Council would will share it with the community.

## **7 Public Question Time**

**Craig Rowley**

**Q How will Council be monitoring the volume of food waste placed in general rubbish bins for weekly collection and what will Council do if the data shows an increase in food waste going to landfill?**

**A** Baseline data is being gathered in October via waste audits of a statistically significant randomised sample of household garbage and organic waste bins. Future audits will enable comparison to determine changes in waste composition over time.

Council will continue to work with the community to increase the amount of food waste diverted to the food and garden organics (FOGO) bin. This includes a trial of paper bags to encourage recycling of food scraps in the FOGO bin. The trial will be open to all households.

**Q In relation to Council's Kerbside Waste and Recycling Service Review undertaken in the first half of 2021:**

**Did Council complete a cost/benefit analysis to determine that the changes to be made to kerbside waste and recycling will be beneficial concerning landfill reduction in the suburbs that data shows to have higher recycling contamination rates?**

A Council's 2021 Kerbside Waste and Recycling Service Review considered a range of alternative service options for future kerbside services. This included indicative costs, benefits and drawbacks for the entire Hobsons Bay municipality.

The review also noted issues around contamination in comingled recycling and recommended ongoing work to continue to improve the quality of this stream. This includes general and targeted engagement, as well as continuing to work with Council's comingled delivery partner to increase local recycling options so that more materials can be accepted in the comingled stream.

**Q Did Council assess the merit of a pilot program for testing the effects of changed collection services in the suburbs with high contamination rates before deciding to make changes across the whole municipality?**

A Council has endorsed a service change to garbage and FOGO streams across the municipality.

Contamination in the comingled stream will be addressed through increasingly geographically targeted education campaigns.

#### Rowena Joske

**Q Nearly 800 comments on Council's August Facebook update about the start of the weekly garbage and fortnightly FOGO service demonstrates the strong community interest in the impacts of these changes.**

**Will the changing volumes of waste to landfill, food and organics, glass and general recycling recovery and contamination be reported monthly through the CEO operations report along with other reported monthly metrics?**

A Council is currently working to develop a public-facing dashboard across all service areas, through which operational data will be reported as it becomes available.

**Q With the halving of the FOGO waste collection frequency - will residents with gardens be offered a free FOGO bin upsize to encourage garden waste being put in the green bin rather than in landfill?**

A Households requiring additional volumes for food and garden waste will be provided with an option to upsize to a larger bin at a cost of \$33 per annum. This is a third of the cost of an upsized general garbage bin.

Sandra Wilson

**Q Estimated additional costs (2020-21) and (2022-23) for various kerbside waste service options were included in a previous Council report.**

**Could the community please be advised of the actual costs (2020-21), and projected future costs (2022-23), for the changed kerbside waste services to commence on 1 November 2021 -rather than wait for the cost implications to be accounted for through forecast adjustments in 2021-22 (as per the 29 June Resolution).**

**Please identify if these costs represent an increased cost to Council and the community.**

**A Council's annual report will be released in November with confirmed actual costs for key services (2020-21).**

The collection frequency change of general rubbish to weekly and FOGO to fortnightly was forecast to cost approximately an additional \$14 per household per annum. The cost of the paper bag trial was not estimated in the review and actual costs or savings will vary depending on uptake. Actual costs will be closely monitored and reported as part of Council's ongoing budget reporting.

**Q The Metropolitan Waste and Resource Recovery Group identified in its guide, Introducing a kerbside food and garden organics collection service, that "frequency of the garbage and organics collection service - weekly organics collection coupled with fortnightly garbage collection has been shown to have the highest participation and diversion rates [from landfill]".**

**Has the Council yet determined what the "opportunities to increase disposal of food organics in the FOGO bin" (as per the amended recommendation, 29 June) will be, given that a reduced fortnightly FOGO collection may lead to food organics reverting to landfill bins (excluding the pilot of a compostable paper bag)?**

**A Council's immediate focus is on rolling out kerbside changes in November. In parallel, work continues on developing options to increase the recycling of food organics. This will include communication and engagement campaigns to be undertaken alongside the compostable paper bag trial and may at a future stage include additional FOGO recycling options for residents.**

## 8 Petitions and Joint Letters

### 8.1 Petitions and Joint Letters Received

#### 8.1.1 Petition - Make Ferguson Street Safe for Pedestrians

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

#### Purpose

To receive a petition containing 245 signatories, requesting that Council and VicRoads make improvements to pedestrian safety along the Ferguson Street corridor in Williamstown.

#### Motion

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

**That Council:**

- 1. Receives and notes the petition in relation to pedestrian safety along the Ferguson Street corridor in Williamstown.**
- 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 pedestrian safety along the Ferguson Street corridor in Williamstown.**
- 2. Receives a further report on this matter at a future Council Meeting.**

#### Summary

The petition was received on 29 September 2021 and acknowledged on 30 September 2021. It has been reviewed and confirmed to meet the minimum eligibility requirement of 25 valid signatories in accordance with the Hobsons Bay Governance Rules and can therefore be accepted and dealt with by Council.

The cover letter noted that copies were also sent to VicRoads and the Hon. Melissa Horne MP, Member for Williamstown.

The petition reads as follows:

"We, the undersigned, petition Hobsons Bay City Council and VicRoads to improve pedestrian safety along the Ferguson Street corridor.

Families of the Williamstown community, petition Hobsons Bay City Council and VicRoads to address the dangers to pedestrians on Ferguson Street and nearby Melbourne Road.

We, the below signed, petition Council to address this matter of community safety including:

- install a safety barrier such as bollards on corner of Melbourne Rd and Ferguson St to stop vehicles mounting curb (especially on Explorers Early Learning Childcare Centre corner). Staff and Families at the centre have frequently seen cars, utes and trucks moving through the intersection at speed including near misses at the roundabout. We are concerned it is only a matter of time before a vehicle mounts the curb which has high pedestrian traffic including many children.
- Create a crossing for pedestrians to safely cross Melbourne Rd near Ferguson St Roundabout. Crossing Melbourne Road is incredibly difficult particularly with children or mobility aids. Many families travel from Williamstown North or North Williamstown Station down Ferguson St and find it difficult to navigate across Melbourne Rd which does not have a pedestrian crossing or signals.
- Address high levels of vehicles not stopping for pedestrian crossings on Ferguson St by improving driver visibility (particularly the crossing outside Explorers Early Learning Childcare Centre/ Senior Citizens Centre and the three crossings at the Ferguson St / Douglas Pde roundabout)."

## 9 Business

### 9.1 Office of the Chief Executive

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

<b>Directorate:</b>	Office of the Chief Executive
<b>Responsible Officer:</b>	Executive Assistant to the Chief Executive Officer
<b>Reviewer:</b>	Chief Executive Officer
<b>Attachments:</b>	1. CEO Report on Operations [9.1.1.1 - 46 pages]

#### Purpose

To present the Chief Executive Officer's (CEO's) Report on Operations (Attachment 1).

#### Motion

##### Motion

**Moved Cr Matt Tyler, seconded Cr Diana Grima:**

**That Council receives and notes the Chief Executive Officer's Report on Operations, including details of recent issues and initiatives undertaken by the organisation.**

**Carried unanimously**

#### Recommendation

**That Council receives and notes the Chief Executive Officer's Report on Operations, including details of recent issues and initiatives undertaken by the organisation.**

#### 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.

In accordance with rule 10.7.1 of the Hobsons Bay Governance Rules, Council maintains records of meetings attended by Councillors in the CEO's Report on Operations to ensure transparency and equity of information. A summary of meetings for the period between 1 September 2021 and 30 September 2021 is provided in this month's report.



## 9.2 Corporate Services

### 9.2.1 Adoption of the Council Plan 2021-25

<b>Directorate:</b>	Corporate Services
<b>Responsible Officer:</b>	Coordinator Legal and Performance Reporting Services
<b>Reviewer:</b>	Director Corporate Services
<b>Attachments:</b>	1. September 2021 - What We Heard Report - Council Plan 2021-25 [9.2.1.1 - 4 pages] 2. Council Plan 2021-25 [9.2.1.2 - 39 pages]

### Purpose

To provide information on the outcome of the public exhibition of the Draft Council Plan 2021-25 and to adopt the proposed Council Plan 2021-25, incorporating the Municipal Public Health and Wellbeing Plan, in accordance with the requirements of the *Local Government Act 2020* (the LG Act 2020).

### Motion

**Moved Cr Matt Tyler, seconded Cr Diana Grima:**

**That Council:**

- 1. Notes the consultation undertaken and considers the feedback received.**
- 2. Thanks the community for their active engagement and input over the past nine months to support the development of the Council Plan 2021-25.**
- 3. Adopts the Council Plan 2021-25.**

**Carried unanimously**

### Recommendation

**That Council:**

- 1. Notes the consultation undertaken and considers the feedback received.**
- 2. Thanks the community for their active engagement and input over the past nine months to support the development of the Council Plan 2021-25.**
- 3. Adopts the Council Plan 2021-25.**

## Summary

The Council Plan (the Plan) is developed every four years in accordance with legislative requirements in the LG Act 2020. The Plan is based on Council's planning framework that aligns the community's vision (Hobsons Bay 2030) to the future planning, development, allocation of resources and provision of services for the Hobsons Bay community.

The Draft Council Plan 2021-25 was placed on public exhibition from 11 August 2021 until 8 September 2021. Ninety-seven people visited the Council Plan page on Participate Hobsons Bay and seven comments were received. The comments and Council's responses remain visible to anyone who visits the Participate page.

Feedback generally aligns with the direction of the plan and has been reflected across the key strategic objectives and priorities proposed. There have been some minor editorial changes to correct typos.

## Background

Council has a legislative requirement to prepare and approve a Council Plan by 31 October 2021. The Plan is guided by the Hobsons Bay 2030 Community Vision and its six priorities. Under section 90 of the LG Act 2020 the Council Plan must outline: the strategic direction of Council, strategic objectives for achieving the strategic direction, strategies to achieve the objectives, strategic indicators for monitoring achievements and a description of Council's initiatives and priorities.

In developing the Plan, Council followed a deliberative engagement process in accordance with the Hobsons Bay Community Engagement Policy 2021. Several alternate community engagement processes were used to engage and encourage community participation.

The Municipal Public Health and Wellbeing Plan is required to be adopted by 24 October 2021. Council officers worked with the Department of Health throughout the development of the Plan to ensure Council was satisfying the health and wellbeing requirements under section 26(2) and section 27 of the *Public Health and Wellbeing Act 2008*. An exemption was sought from the Department of Health and was approved in September 2021.

## Discussion

Following the Council Meeting on 10 August 2021, the Draft Council Plan 2021-25 was placed on public exhibition via Participate Hobsons Bay from 11 August 2021 to 8 September 2021. The project page was visited by 97 people, with seven comments being posted. (See Attachment 1 for full details of comments and responses).

The community support Priority 2.4a (the virtual power plant solar project) and Priority 2.4c (increasing the uptake and use of electric vehicles across the municipality). Residents were also supportive and pleased that Priority 2.1 "Increase resource recovery and reducing landfill across Council's waste services and improve the customer experience of waste services" had been included.

The community would like Council to advocate for the reinstatement of the Paisley train station in Altona North and increased bike storage at stations to encourage and support sustainable transport. Advocacy of these two community priorities has been addressed in The Plan, Priority 4.1c "Advocate to State Government for delivery of key public transport

improvements such as Melbourne Metro 2 delivery, new train station in Altona North, full bus review for entire municipality and improved services at existing train stations”.

Another comment posted wanted assurances that the Altona Meadows Library refurbishment would not affect the current level of service. Council’s reply confirmed that although the refurbishment plans are yet to be finalised, ensuring that there is minimal disruption to the delivery of popular community programs and services is a key priority of the project team. The Altona Meadows Library refurbishment is an Initiative listed in the Plan and as such will be reported on at regular intervals.

A comment responding to the urban planning priorities of the Plan remarked that the community would be disappointed if Hobsons Bay lost its neighbourhood character and heritage to high rise living. Council’s reply acknowledged the importance of protecting the valued neighbourhood character and is introducing changes to the Hobsons Bay Planning Scheme to ensure that future housing growth is directed to the right locations. One initiative in Objective 4 of the Plan is implementation of the Open Space Strategy 2018-28. This is Council’s key strategic document that will guide the provision, protection, planning, design and management of open space in Hobsons Bay.

Finally, a common thread in the community’s feedback was the request for more reporting on Council’s key projects, including the output and efficiencies from the virtual power plant project, landfill figures and electric vehicle uptake. Priority 5.1 of the Plan is focused directly on improving the quality of Council’s communication and raising the community’s awareness of Council’s projects and delivery times.

Overall, the feedback was supportive and therefore no significant changes were required to the Draft Council Plan 2021-25.

## 9.2.2 Financial Plan 2021-22 to 2030-31

**Directorate:** Corporate Services  
**Responsible Officer:** Chief Financial Officer  
**Reviewer:** Director Corporate Services  
**Attachments:** 1. Financial Plan 2021-22 to 2030-31 [9.2.2.1 - 44 pages]

### Purpose

To adopt the Financial Plan 2021-22 to 2030-31.

#### Motion

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

**That Council adopts the Financial Plan 2021-22 to 2030-31 attached to this report, in accordance with section 91 of the *Local Government Act 2020*.**

**Carried**

### Recommendation

**That Council adopts the Financial Plan 2021-22 to 2030-31 attached to this report, in accordance with section 91 of the *Local Government Act 2020*.**

### Summary

Council's recommended Financial Plan 2021-22 to 2030-31 is provided as an attachment to this report and is presented for adoption.

The Financial Plan 2021-22 to 2030-31 provides for operating surpluses each year. Operational surpluses do not include Council's significant investment in capital expenditure and are required to fund current and future commitments, including the Ten Year Capital Works Program.

The Financial Plan as presented has been slightly amended since it was proposed and advertised for public comment. The audited financial results for 2020-21 have been incorporated into the first year of the Financial Plan. No other changes have been required.

### Background

Council adopted its Annual Budget 2021-22 (for the current financial year and the subsequent three financial years) on 29 June 2021. This forms the basis for years 2021-22 to 2024-25 of the Financial Plan 2021-22 to 2030-31.

The deliberative consultation conducted through the Annual Budget process is directly linked to and helped form the development of the Financial Plan 2021-22 to 2030-31.

The Proposed Financial Plan 2021-22 was placed on public exhibition between 13 August and 10 September 2021. No submissions were received as a result of this community engagement process.

## Discussion

The six key objectives that underpin the Financial Plan are: financial sustainability, comprehensive financial inclusion, informed decision making, contained operational expenditure, exploration of all funding sources and provision of community infrastructure.

The plan includes the following Policy Statements (Strategic Actions):

- achieve strong operational surpluses to ensure that there is adequate funding available for current and future capital works as well as other ongoing and future commitments
- consider all funding sources to reduce the high dependence on rates and become more financially self-reliant by prioritised pursuit of own source revenue opportunities
- improve employee productivity as labour costs are the biggest discretionary operating expenditure item for Council
- ensure enough cash is being generated from operations to fund new assets
- ensure sufficient spending on asset renewal and Council's asset base
- increase the amount of funding currently available for capital works
- ensure there are no immediate issues with repaying short-term liabilities as they fall due
- ensure loan commitments can be repaid from own source revenue, including interest and principal, as they fall due

Each Policy Statement includes a number of performance measures and targets. The plan provides ten year forecasts for each of the performance measures, based on the assumptions described in the plan and minimal changes to the way Council currently operates. Some of the targets are aspirational and are a “call to action” that challenges the status quo and encourages Council to review the way it operates by investigating different approaches that could lead to improved financial performance.

The strategic actions provide direction to Council on improving performance measures where current forecasts are not meeting targets. The strategic actions are expected to improve financial performance and the forecasts outlined in the plan.

### 9.2.3 Instruments of Delegation to the Chief Executive Officer and Members of Staff - 2021 Update

<b>Directorate:</b>	Corporate Services
<b>Responsible Officer:</b>	Coordinator Governance and Information Management
<b>Reviewer:</b>	Director Corporate Services
<b>Attachments:</b>	1. Instrument of Delegation - Council to Chief Executive Officer - 25 August 2020 [9.2.3.1 - 4 pages] 2. S6 Instrument of Delegation - Council to Members of Staff - 25 August 2020 [9.2.3.2 - 90 pages]

#### Purpose

To review the Instrument of Delegation to the Chief Executive Officer (CEO) and the S6 Instrument of Delegation – Members of Staff in accordance with section 11 of the *Local Government Act 2020* (the LG Act 2020), noting that the current Instrument of Delegation to the CEO (adopted 25 August 2020) remains in force until the Victorian Premier declares the cessation of the State of Emergency.

#### Motion

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

**That Council:**

- 1. Pursuant to section 11(7) of the *Local Government Act 2020* reviews all delegations that are still in force, within 12 months of the general election.**
- 2. As a result of this review, agrees to hold over any amendments to the current Instruments of Delegation until the cessation of State of Emergency.**
- 3. Agrees that in accordance with item 2.6 of the current Instrument of Delegation to the Chief Executive Officer, a Council report revoking these delegations will be brought to the next available Council Meeting following the cessation of the State of Emergency.**
- 4. Requires that in circumstances where the CEO is to enact delegated authority beyond previous delegation limits, the CEO will undertake consultation with Council, noting individual Councillor concurrence or dissent, prior to the exercise of such delegation.**

**Carried**

## Recommendation

### That Council:

1. Pursuant to section 11(7) of the *Local Government Act 2020* reviews all delegations that are still in force, within 12 months of the general election.
2. As a result of this review, agrees to hold over any amendments to the current Instruments of Delegation until the cessation of State of Emergency.
3. Agrees that in accordance with item 2.6 of the current Instrument of Delegation to the Chief Executive Officer, a Council report revoking these delegations will be brought to the next available Council Meeting following the cessation of the State of Emergency.
4. Requires that in circumstances where the CEO is to enact delegated authority beyond previous delegation limits, the CEO will undertake consultation with Council, noting individual Councillor concurrence or dissent, prior to the exercise of such delegation.

## Summary

Subsection 11(7) of the LG Act 2020 requires Council to review within 12 months of a general election all delegations made under section 11 which are still in force, causing a report to be brought to the October Council Meeting in order to comply with this requirement.

However, Council's current Instrument of Delegation to the CEO notes that it is to remain in force until the Victorian Premier declares the cessation of the State of Emergency and a report revoking this delegation is brought to the next available Council Meeting.

The State of Emergency is due to cease on 15 December 2021.

In accordance with item 2.6 of the current Instrument, a report revoking the current delegations will be prepared for the first meeting of 2022.

## Background

The delegations to the CEO and to Council staff were last reviewed and updated by Council on 25 August 2020.

The Instrument of Delegation to the CEO recognises that certain functions and duties are conferred on the CEO under section 11 of the *Local Government Act 2020*. These are specified in the Instrument along with any conditions and limitations.

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

As some legislation does not expressly provide for sub-delegation, it is necessary for Council, by resolution, to delegate directly to officers through the S6 Instrument of Delegation – Members of Staff.

## Discussion

In accordance with section 11(7) of the LG Act 2020, Council must review, within the period of 12 months after a general election, all delegations which have been made under this section and are still in force.

Legal advice obtained has supported the approach that Council keep its current Instrument of Delegation to the CEO in force until 15 December 2021 and that a report revoking this delegation be brought to the next available Council Meeting in February 2022, to avoid signing a new Instrument in October 2021 and again in February 2022.

While the delegation to staff does not have the same clause keeping it in effect until the State of Emergency ceases, both delegations are reviewed together so it will also remain in force until February 2022.

The current Instrument of Delegation to the CEO was prepared by Macquarie Lawyers in March 2020 at the commencement of the COVID-19 pandemic and in direct response to the declaration of the State of Emergency. Council endorsed the revised Instrument at a Special Meeting on 31 March 2020.

One of the conditions of the 31 March 2020 instrument and the current instrument, requires in circumstances where the CEO is to enact delegated authority beyond previous delegation limits, the CEO will undertake the agreed consultation process with Council, noting individual Councillor concurrence or dissent, prior to the exercise of such delegation. For the record, the CEO has not been required to enact any extended delegated authority since the commencement of the 31 March 2020 Instrument.

The 31 March 2020 Instrument was subsequently reviewed and endorsed by Council on 25 August 2020.

The current Instrument of Delegation to the CEO (25 August 2020) restricts and limits the CEO's powers regarding:

- awarding contracts exceeding the value of \$3,500,000
- making local laws
- approving the Council Plan
- adopting the budget
- appointing delegates to external organisations
- taking any action which is required by law to be done by Council resolution.



## 9.2.4 Audit and Risk Committee Update - August 2021 and Bi-Annual Report

<b>Directorate:</b>	Corporate Services
<b>Responsible Officer:</b>	Audit and Risk Advisor
<b>Reviewer:</b>	Director Corporate Services
<b>Attachments:</b>	1. Audit and Risk Committee Meeting Minutes - 25 August 2021 [9.2.4.1 - 7 pages] 2. Audit and Risk Committee Bi-Annual Report (September 2020 - June 2021) [9.2.4.2 - 5 pages]

### Purpose

To update Council regarding issues considered at the Audit and Risk Committee meeting held on 25 August 2021.

### Motion

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

**That Council:**

- 1. Notes the matters considered by the Audit and Risk Committee at the meeting held on 25 August 2021.**
- 2. Receives and notes the Audit and Risk Committee Bi-Annual Report (September 2020 – June 2021).**

**Carried unanimously**

### Recommendation

**That Council:**

- 1. Notes the matters considered by the Audit and Risk Committee at the meeting held on 25 August 2021.**
- 2. Receives and notes the Audit and Risk Committee Bi-Annual Report (September 2020 – June 2021).**

### Summary

This report provides an update of the Audit and Risk Committee meeting held on 25 August 2021 to ensure that Council is informed of the activities of the Audit and Risk Committee. It provides Council with an opportunity to explore any issues that have been considered.

Also included in this report is the Audit and Risk Committee Bi-Annual Report, in accordance with the requirements of the *Local Government Act 2020* (LG Act 2020). It is the first such report under the new LG Act 2020.

## Background

The Hobsons Bay City Council Audit and Risk Committee is an independent Committee of Council. The Committee comprises three independent members and two Councillors. The Chairperson is an independent member who has the casting vote. The Mayor and Chief Executive Officer are non-voting members.

The Committee meets at least quarterly throughout the year and has a Charter that addresses responsibilities that include risk management, control frameworks, external accountability, legislative compliance and internal and external audits.

The Audit and Risk Committee Bi-Annual Report meets the reporting requirements to Council as mandated by the LG Act 2020 pursuant to section 54(5) and importantly provides Council with a summary of the matters that the Committee has addressed in the reporting period in discharging its responsibilities under its Charter.

## Discussion

The 25 August 2021 meeting addressed the following items:

- Draft Financial Report and Draft Financial Statement
- VAGO Closing Report and VAGO Management Letter
- Interim Financial Report – Year ended 30 June 2021
- the Chief Executive Officer's update
- outstanding audit recommendations
- Internal Audit Program including completed audit report
- risk management update, highlighting the risk executive summary, a general update on recent issues and an insurance report
- cash and investment balances as at 31 July 2021

## 9.3 Sustainable Communities

### 9.3.1 COVID-19 Community Support Package Update

**Directorate:** Sustainable Communities  
**Responsible Officer:** Manager People and Culture  
**Reviewer:** Director Sustainable Communities  
**Attachments:** Nil

#### Purpose

To endorse the COVID-19 Community Support Package 5 for inclusion in the 2021-22 financial year.

#### Motion

**Moved Cr Pamela Sutton-Legaud, seconded Cr Diana Grima:**

**That Council endorses the COVID-19 Community Support Package 5 for inclusion in the 2021-22 financial year.**

**Carried unanimously**

#### Recommendation

**That Council endorses the COVID-19 Community Support Package 5 for inclusion in the 2021-22 financial year.**

#### Summary

Over the past 18 months the COVID-19 pandemic has had significant social, financial and economic consequences for the community, business and on the delivery of Council's services.

A number of support packages have already been delivered. The Annual Budget 2021-22, adopted in June 2021, was premised on expectations across the community at the time that the period of severe lockdowns during the pandemic was drawing to an end. The budget included Community Support Package 4 (\$2 million), which was designed to provide relief to Hobsons Bay community members most affected during the pandemic.

However, given the ongoing impacts of COVID-19 and ongoing lockdowns since that time, additional support has been identified via the new Community Support Package 5. The package includes additional community support provided within existing operational budgets, support requiring additional operational expenditure and the waiver of fees for business and sporting clubs dealing with Council. It is anticipated that further support packages may be required as the roadmap to reopening unfolds.

## Background

Since March 2020, federal and state government actions to limit health impacts have included six extended lockdown periods, restrictions on work activities, and closure of services and facilities across the state.

The pandemic has impacted the community in varying ways. Assessing and understanding its effects was crucial to developing an appropriate response which met community needs. Engaging closely through information exchange forums, existing networks and through social media provided insight into primary concerns, and allowed Council to respond to emerging needs, updating relevant policies, and informing the content of each Community Support Package.

Council has delivered three Community Support Packages with a combined value of \$7.8 million since early 2020, in response to community and economic needs. In addition to pivoting and reshaping almost all services to deliver in a COVID-19 context (e.g. virtual libraries, customer service, maternal and child health, planning applications, and so on), the first three Community Support Packages delivered a variety of initiatives:

- Hobsons Bay Business has Heart Outdoors
  - extended outdoor trading areas to minimise the impact of capacity restrictions
  - 43 activation sites with 193 businesses participating
  - community feedback has been overwhelmingly positive, with 96 per cent of survey respondents in favour of the initiative
  - work is underway to determine whether and how the program might be ongoing
- The Hobsons Bay Business has Heart program
  - offered grants, marketing, and communications advice to local businesses
  - distributed grants to 58 businesses who presented 20 activations including live music, a pop-up market and pop-up cinema
  - a further 37 businesses received support to deliver online campaigns and improve their marketing and communications reach
- the Make It Happen grants program has delivered \$760,000 of funding, with 109 applications supported in a quick-release monthly process
- sporting clubs have benefited from rental rebates, fee waivers, and assistance with utility bills
- library services migrated to online, including for example the delivery of 5,600 items through the Book a Book service and 18,281 through click and collect

In June 2021, Council's Annual Budget 2021-22 confirmed in June 2021 included Community Support Package 4, estimated at a value of an additional \$2 million, with delivery currently underway. This brings Council's additional COVID-19 response investment and commitments to date to \$9.8 million. Package 4 includes:

- \$1.35 million in targeted rate reductions for those who need it most, including rate waivers and reductions (\$900,000) and interest free rate deferrals and payment plans (\$450,000)

- an allocation of \$650,000 for support to target groups continuing to be impacted most by the pandemic, including targeted business support, youth employment support, a contribution to Make It Happen Hobsons Bay Recovery and Reconnection Grants program and support for artists and the creative community

## Discussion

Since the 2021-22 Budget was adopted in late June, severe restrictions and lockdowns have returned and are having a significant impact on the community. As a result, additional support for the community has been identified via this Community Support Package 5. This new package has an estimated additional cost of \$1.028 million. This will bring Council's direct investment in COVID-19 community support to \$10.8 million.

Community Support Package 5 includes:

- further support for businesses, including an extension to the waiver of food (\$530,000) and health (\$40,000) registrations and the waiver of footpath trading permit fees (\$120,000) for the 2021-22 year
- rent relief to eligible tenants of Council buildings, at this stage estimated to be in the order of \$100,000
- a proposed \$100,000 for an innovation and collaboration event to support local businesses pivot to take advantage of new and changing opportunities, with additional grants to support new and emerging business ideas
- extension of the current sporting club ground allocation fees waiver and electricity bills (\$85,000) to support sporting clubs
- additional support to the Arts via a program of live outdoor music across the municipality, which will enable more local artists to be engaged (\$50,000)

This is in addition to ongoing pivoting of Council services to the community during lockdown, such as delivering services virtually or via click and collect. Council has also further supported the community through collaboration with local GPs and the Victorian Government. This includes the establishment of the temporary Vaccine Surge Centre in partnership with Altona North Medical Clinic, Western Suburbs Badminton Association and the Victorian Government, with staff redeployed to assist with administration of the centre. To date this surge centre has delivered thousands of additional vaccinations to the Hobsons Bay community.

Recent consultation with local trader groups indicates support for the fee waivers and business supports. There is also demand for more council support for local shopping strips and suburbs to share messages with their local communities. This can be done with business support resources from Community Support Package 4.

The extended Community Support Package would be an additional cost to Council of an estimated \$1.028 million. The package is able to be funded by additional rates revenues not anticipated in the 2021-22 Budget. This extension to the budget is not within Council's normal practices and is requested due to the extraordinary situation faced by the community during another extended lockdown.

**Likely need for future support**

At the time of this report there is a great deal of uncertainty about the ongoing impacts of COVID-19. Burnet Institute modelling which is behind much of the Victorian Government's planning and roadmaps shows a wide range of potential case hospital loads in the coming months. It anticipates COVID-19 cases peaking at anywhere from around 2,000 to 10,000 per day at some stage in December 2021. The actual trajectory of caseloads and timeframes will be dynamic and impacted by vaccination rates, community compliance with restrictions, and a range of other factors.

The Australian Government's recent announcement that COVID-19 income support relief will cease when the population reaches 80 per cent vaccination rates (anticipated at some stage in November) is also likely to have a big impact on service need in the community at the same time that case loads are peaking.

It is therefore very likely there will be a need for more and different types of support from Council and other tiers of government and other parties across the community, in the coming months. It is difficult to anticipate exactly what these needs will be, but at the time of writing we are already experiencing far higher demand for relief and support services than at any other time during the pandemic, and it is likely we will reach a point where current service providers are unable to meet demand.

Council is working with other tiers of government and with other providers (such as Laverton Community Integrated Services (LCIS) which provides emergency food relief) to prepare for a range of options in different scenarios. To date these needs have been met through a combination of existing council resources, state government grants, and the resources of community providers such as LCIS. If there is a significant increase in demand, there will be a need for all players including Council to revisit funding and resourcing arrangements.

## 9.4 Infrastructure and City Services

### 9.4.1 Endorsement of Place Guide for Better Places Spotswood and South Kingsville

<b>Directorate:</b>	Infrastructure and City Services
<b>Responsible Officer:</b>	Manager Active Communities and Assets
<b>Reviewer:</b>	Director Infrastructure and City Services
<b>Attachments:</b>	1. Place Guide for Better Places Spotswood and South Kingsville [9.4.1.1 - 105 pages]

#### Purpose

To seek Council's endorsement of the Place Guide for Better Places Spotswood and South Kingsville (Attachment 1).

#### Motion

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

**That Council:**

- 1. Adopts the Place Guide for Better Places Spotswood and South Kingsville.**
- 2. Supports the immediate commencement of the Better Places model in Brooklyn and Altona North.**

**Carried unanimously**

#### Recommendation

**That Council:**

- 1. Adopts the Place Guide for Better Places Spotswood and South Kingsville.**
- 2. Supports the immediate commencement of the Better Places model in Brooklyn and Altona North.**

#### Summary

Following a successful pilot program in Laverton, the Better Places model has been applied to Spotswood and South Kingsville. The aim of this model is to develop a shared vision with and for the Spotswood and South Kingsville community.

The Place Guide for Better Places Spotswood and South Kingsville (the Place Guide) has been developed to guide future investment into Spotswood and South Kingsville and provide opportunities for the community to become more actively involved in the project delivery

process. The Place Guide describes the consultation process undertaken throughout the project, how the vision, key themes and principles have been developed, and summarises the 16 place projects that have been identified to achieve a shared vision for Spotswood and South Kingsville.

The Draft Place Guide was adopted at the 30 June 2021 Council Meeting and was placed on public exhibition for six weeks. Following feedback from the community, the Place Guide has been updated for Council's final consideration.

## Background

The Better Places model is focused on a design-led and place-based approach to projects. It helps provide a clear vision and understanding of the elements required to make better places, and therefore provides better outcomes for the community.

It is about moving to a more collaborative and multi-disciplinary approach that moves away from the traditional model of delivering projects as "pieces" to an approach where the whole "place" is considered and driven by a community vision for the suburb. It focuses on innovation with the aim to deliver better outcomes for the community.

Spotswood and South Kingsville have varied neighbourhood characters, transitioning from the industrial areas to the east to the mixed use and varied densities of central Spotswood, through to the more suburban character of South Kingsville.

The Better Places model is an innovative approach to planning projects and working with the community. This approach encourages the community to take greater ownership of their neighbourhoods by being actively involved in steering the future direction of their suburb.

## Discussion

At the 30 June 2021 Council Meeting, the Draft Place Guide was endorsed to be placed on public exhibition for six weeks. The public exhibition period was also used to provide an opportunity for the community to nominate which of the 16 "Place Projects" they would like to be involved with throughout future design stages. To help profile the 16 projects, a dedicated Better Places website ([www.better-places.com.au](http://www.better-places.com.au)) was also established.

A total of 250 comments and suggestions were received on the Draft Place Guide with the feedback being overwhelmingly positive. Nearly every project received suggestions in some way. Some were minor details that can be addressed within the design stage of the relevant project while others were quite large and resulted in the below amendments to the updated Place Guide:

- **Project 3: Hidden Histories** will focus on the collection and cataloguing of stories. How these stories are interpreted in the identified locations will be left open for the project team, local leaders' group, and community to decide once all the options are clear. The rollout of historical street signs has been removed as a deliverable.
- **Project 4: Better Placed for Future Industries** – as a project name this sparked some concern within the community. Although the intent of this project is to help attract new and diverse commercial and lighter industries into the area the word "industries" has been highlighted as problematic. The project is now called Better Placed Future Industries and Business to make the project intent clearer.



- **Project 14: Better Community Places** has been updated to specifically nominate the RSL as an underutilised community asset. It will gather a team to work closely with the RSL management to better integrate the facility into the community for the benefit of everyone.

A three-year program has been developed that will see all 16 projects either delivered or fully designed and ready for further funding, meaning that for those larger ambitious projects such as the GreenLine Project, Council has budgeted to undertake the feasibility studies, consultation, and design of the development so that the project is ready for implementation subject to funding.

Key projects that will begin immediately include:

- Streets For People
- The GreenLine Project
- Local Leaders Focus Group
- Future Industries Action Group
- Love Our Parks

## 9.4.2 Hobsons Bay Coastal and Marine Management Plan

**Directorate:** Infrastructure and City Services  
**Responsible Officer:** Manager Active Communities and Assets  
**Reviewer:** Director Infrastructure and City Services  
**Attachments:** 1. Coastal and Marine Management Plan [9.4.2.1 - 94 pages]

### Purpose

To adopt the Hobsons Bay Coastal and Marine Management Plan (CMMP).

#### Motion

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

**That Council:**

- 1. Adopts the Hobsons Bay Coastal and Marine Management Plan.**
- 2. Writes to all submitters to acknowledge their contribution.**
- 3. Writes to the Minister of Energy, Environment and Climate Change seeking approval of the Hobsons Bay Coastal and Marine Management Plan.**

**Carried unanimously**

### Recommendation

**That Council:**

- 1. Adopts the Hobsons Bay Coastal and Marine Management Plan.**
- 2. Writes to all submitters to acknowledge their contribution.**
- 3. Writes to the Minister of Energy, Environment and Climate Change seeking approval of the Hobsons Bay Coastal and Marine Management Plan.**

### Summary

At the Council Meeting on 9 March 2021, Council resolved to place the Draft CMMP on public exhibition between 15 March 2021 and 16 April 2021.

In total, 977 people visited the Draft CMMP page on Participate Hobsons Bay, 35 people completed an online survey, about 50 people in total attended the three community drop-in sessions, and over 660 comments were received on social media polls relating to topics of interest. Feedback from stakeholder groups and agencies engaged throughout the development of the plan was also received.

All feedback received during the public exhibition period has been considered and has informed the updated CMMP (Attachment 1) that is presented for adoption.

## Background

The Hobsons Bay foreshore extends from Stony Creek Backwash near the West Gate Bridge in Spotswood to Skeleton Creek in Altona Meadows. The management of the foreshore is a shared responsibility between Hobsons Bay City Council, and other stakeholders including the Bunurong Land Council, Department of Environment, Land, Water and Planning (DELWP), Parks Victoria, Melbourne Water, and the Port of Melbourne.

The development of the CMMP commenced in late 2018 and included broad consultation with the community and stakeholders in early 2019. The introduction of the *Marine and Coastal Act 2018* though resulted in a pause of CMMP development, while related policies were adopted and implemented. Work to develop the CMMP resumed in early 2020.

The CMMP has been developed to provide a strategic direction that guides the future management, use, development and protection of Hobsons Bay's coastal and marine environments for the next ten years. This plan will ensure that the community can continue to enjoy using Hobsons Bay's beaches and open public spaces along the coast and be assured that these areas will be protected well into the future against increasing pressures from urban growth and a changing climate and environment.

## Discussion

The Draft CMMP was placed on public exhibition for five weeks from 15 March 2021 to 16 April 2021. The public exhibition period was hosted on Participate Hobsons Bay and widely promoted on Council's social media platforms. In response, 35 people completed surveys, about 50 people attended three drop-in sessions and 660 responded to social media polls on Facebook and Instagram.

Key themes identified by the community include:

- reduce litter and pollution entering Port Phillip Bay
- increase enforcement of dogs on beaches and tree vandalism in coastal areas
- improved public safety along the shared trail
- increased environmental protection.

The social media polls asked three questions:

- Do you think there should be more trees and vegetation planted along our foreshore? (91% answered yes)
- Do you think we have managed to effectively balance everyone's interests, uses, and values when managing our coastline? (74% answered yes)
- Do you want to be involved in helping to deliver some of our CMMP actions? (72% answered yes)

The development of the CMMP has also been guided by engagement with Victorian Government agencies and key stakeholders that include the Bunurong Land Council and the Victorian Marine and Coastal Council. Feedback on the Draft CMMP from these organisations was received and has informed the below updates in the CMMP:

- updated wording that reflects the Bunurong Land Council Aboriginal Corporation as the Registered Aboriginal Party for Hobsons Bay
- additional context to emphasise greater alignment with the *Marine and Coastal Policy* 2018
- increased acknowledgement of the marine environment
- further context on the importance of enhancing and protecting sensitive areas along the coast
- improved linkages to other agency projects and strategies

All feedback received has informed the updated CMMP that is presented for adoption. Once adopted by Council, the CMMP will be submitted to the Department of Environment, Land, Water and Planning for ministerial approval.

### 9.4.3 Draft Road Management Plan 2021

**Directorate:** Infrastructure and City Services  
**Responsible Officer:** Coordinator Strategic Asset Management  
**Reviewer:** Director Infrastructure and City Services  
**Attachments:** 1. Draft Road Management Plan 2021 [9.4.3.1 - 30 pages]

#### Purpose

To seek Council's endorsement to place the Draft Road Management Plan 2021 (the Draft RMP) on public exhibition.

#### Motion

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

**That Council:**

- 1. Places the Draft Road Management Plan on public exhibition for four weeks from 13 October 2021 to 10 November 2021.**
- 2. Receives a further report to adopt the Road Management Plan at a future Council Meeting.**

**Carried unanimously**

#### Recommendation

**That Council:**

- 1. Places the Draft Road Management Plan on public exhibition for four weeks from 13 October 2021 to 10 November 2021.**
- 2. Receives a further report to adopt the Road Management Plan at a future Council Meeting.**

#### Summary

The RMP has been developed to meet the legislative requirements of the *Road Management Act 2004* (the RM Act). Council is the Road Authority for municipal roads in which this RMP applies to the maintenance and operational activities of municipal roads.

The RMP identifies responsibilities, inspection regimes, defect intervention standards, response times and management systems required to manage civil liability as well as demonstrate that the Council, as the road authority, is responsibly managing the road assets under its control. Assets covered under this plan include the road pavement and surface, kerb and channel as well as footpaths on the road reserve.

Council is required by legislation to review the RMP at prescribed intervals. A review has been carried out and an updated Draft RMP has been produced; an amendment to intervention levels and inspection frequencies is not recommended and changes only include minor administrative updates. The Draft RMP will be placed on public exhibition for four weeks to obtain feedback from the community.

## Background

Council is responsible for the management of 433km of roads. The RM Act provides the opportunity for councils to develop an RMP to establish a management system to prioritise road functions.

In accordance with Sections 50 and 52 of the RM Act, the purpose of this RMP is to:

- establish a management system for the road management functions of Council which is based on policy and operational objectives and available resources
- specify the relevant standards or policies in relation to the discharge of duties in the performance of those road management functions
- detail the management systems that Council proposes to implement in the discharge of its duty to inspect, maintain and repair public roads for which Council is responsible.

Under the RM Act, Council must in accordance with the regulations conduct a review of its road management plan at prescribed intervals. The Road Management (General) Regulations 2016 states that Council must review its road management plan during the same period as it is preparing its Council Plan.

## Discussion

A review of Council's RMP was undertaken by Infrastructure and City Services Directorate in accordance with the RM Act and the Road Management (General) Regulations 2016.

The review was conducted on the standards of inspection and maintenance for the road and footpath assets including inspection frequencies, defects intervention levels, response times, and maintenance actions. The RMP was developed based on operational objectives and recognises resource limitations in undertaking the necessary levels of service and performance targets outlined in the RMP. The levels of service set up in the RMP are expected to meet user needs and community expectations or day-to-day maintenance of the assets.

Implementation of the RMP involves a rigorous risk-based approach to the management and inspection of the road and footpath network. Inspection frequencies and defect response times will vary based on the level of risk and criticality rating of "High", "Medium" and "Low". "High" criticality rating roads and footpaths are those located near and adjacent to activity centres, schools, parks, foreshore and other high serviced areas. These locations will be inspected more frequently with earlier defect response times to ensure asset risks are appropriately managed.

The benchmarking process found that the updated trip hazard and depression intervention level are consistent with levels of neighbouring councils:

LGA	Intervention Level
Hobsons Bay City Council	>25mm
Maribyrnong City Council	>25mm
Brimbank City Council	>25mm
Wyndham City Council	>30mm

Following this review, only minor administrative updates have been made. The RMP will be placed on public exhibition for four weeks to obtain feedback from the community. A future report will be presented to Council that considers feedback from the community with the recommendation to adopt the final RMP.

#### 9.4.4 Trust for Nature Covenant - Maidstone Street Grassland, Altona

<b>Directorate:</b>	Infrastructure and City Services
<b>Responsible Officer:</b>	Senior Coordinator City Services
<b>Reviewer:</b>	Director Infrastructure and City Services
<b>Attachments:</b>	1. Deed of Covenant for the Conservation of Land - Lot 1 on Plan of Subdivision 347451E [9.4.4.1 - 31 pages] 2. Deed of Covenant for the Conservation of Land - Reserve 1 on Plan of Subdivision 737058H [9.4.4.2 - 19 pages]

#### Purpose

To authorise the affixing of Council's Common Seal to two separate Trust for Nature – Deeds of Covenants (the Deeds) for sites at 210 Maidstone Street and 240-242 Maidstone Street, Altona.

#### Motion

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

**That Council, in accordance with section 18 of the Hobsons Bay Governance Rules, authorises the affixing of the Common Seal for two separate Deeds of Covenant for sites at 210 Maidstone Street and 240-242 Maidstone Street, Altona.**

**Carried unanimously**

#### Recommendation

**That Council, in accordance with section 18 of the Hobsons Bay Governance Rules, authorises the affixing of the Common Seal for two separate Deeds of Covenant for sites at 210 Maidstone Street and 240-242 Maidstone Street, Altona.**

#### Summary

Council currently manages three offset sites around the Maidstone Street Grassland in Altona. One site is currently protected through a Trust for Nature covenant, and the adjoining two properties are still waiting for these deeds to be executed as a requirement of their Offset Management Plans (OMPs).

Council is responsible for a number of grassland reserves within the municipality and has previously completed the actions of a 10-year OMP at the Horsburgh Drive Grassland, which is home to the critically endangered golden sun moth (*Synemon plana*). This site is now a reference site for ecological consultants, providing accurate timing for flight surveys across the state.



A Trust for Nature covenant will protect these sites into perpetuity and provide Council with ongoing technical support, information and mechanisms for latest management techniques of grassland systems.

## **Background**

Before a property is developed, it must be assessed for native vegetation values of both state and federal significance. Where these values exist on site, the Victorian Native Vegetation Clearing regulations require the development of an OMP. Similar vegetation, either on title or within the state, must then be secured for long term protection and management. Additionally, this plan must be fully funded by the developer.

Where properties have value to both the local community and biodiversity, Council has opportunities to manage these funded systems as sites of biological, educational and social significance.

Hobsons Bay was once broadly covered in the grassland vegetation of the Western Basalt Plains prior to European settlement, which is now listed as critically endangered by both the Victorian and Australian governments.

An OMP is developed for the prospective site by an ecological consultant through in-field surveys and assessments, which in this case on title at 210 and 240-242 Maidstone Street, Altona. This fully funded 10-year OMP identifies all the known threats and treatments required to remove those threats. The actions must improve the biodiversity values of the property over those 10 years known as habitat gains.

A Trust for Nature covenant is prepared by an officer utilising the information provided through the OMP. The deed is then submitted to the Department of Environment, Land, Water and Planning (DELWP) for approval. Once the Deed and OMP have received DELWP's approval they are sent to Council for execution.

## **Discussion**

Approval has been obtained from DELWP for both these sites and accordingly the Deeds are now with Council for execution, and now awaiting execution at this stage.

All Deeds are required to be approved by the Minister for Energy, Environment and Climate Change. Once approval has been given, both the Deed and the OMP will be registered on the Certificate of Title.

After the Deed is registered with the Titles Office, a Trust for Nature Stewardship Officer will commence site visits. Stewardship visits occur in years 1, 4, 7 and 10 of the offset period.

## 10 Delegate Reports

Cr Jonathon Marsden adjourned the meeting at 8.54pm for a short break until 9.10pm.

### Purpose

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

#### Motion

Moved Cr Peter Hemphill, seconded Cr Diana Grima:

That Council receives and notes the recent Delegate Reports.

Carried unanimously

### Recommendation

That Council receives and notes the recent Delegate Reports.

### Western Melbourne Tourism Board

**Directorate:** Sustainable Communities

**Councillor Delegate:** Cr Pamela Sutton-Legaud

**Date of Meeting:** 13 August 2021

Cr Pamela Sutton-Legaud attended the Western Melbourne Tourism Board meeting.

Key items discussed include:

- update from Victorian Tourism Industry Council (VTIC) including insights on the overall state of the city's visitor economy sector and an update on discussions with the Victorian Government on organisational reform for Greater Melbourne
- Draft Western Melbourne Tourism Strategy including it being essential that WMT's role and ability to influence outcomes is made clear in order to effectively measure the success of the strategy
- PRIME mentoring program is being delivered by WMT with VTIC support and offers \$5,000 worth of one-on-one business mentoring and upskilling support to ten businesses, including two Hobsons Bay businesses
- the need for support for businesses not just over coming months while vaccination rates increase but beyond that in a sustainable and flexible form

## **RoadSafe Westgate Community Road Safety Council**

**Directorate:** Infrastructure and City Services

**Councillor Delegate:** Cr Diana Grima

**Date of Meeting:** 18 August 2021

### **RoadSafe Westgate Update**

RoadSafe Westgate provided the following update at the 18 August 2021 meeting:

As part of the Mobile Billboard Road Safety Program, during the month of August road safety messages were focused around Young Drivers and in the month of September the road safety messages will be focusing around about Hoon Behaviour.

The Looking After Our Mates sessions have been postponed due to COVID-19 lockdown.

Due to COVID-19 protocols no Royal Auto Care Victoria Years Ahead or Senior Driver Expo sessions are planned for the 2021-22 financial year.

Funding has been approved for the 2021-22 Local Media Road Safety Campaign with the campaign to be focused around the road policing operations conducted during long weekends and holiday periods.

### **Hobsons Bay City Council Update**

Hobsons Bay provided updates on the following key activities carried out in August 2021:

Grant applications for road safety improvements under Blackspot and Transport Accident Commission programs have been submitted.

The Draft Northern Local Area Movement Plans are currently out for public exhibition.

Procurement for the purchase of two VMS signs for speed management around schools is being finalised.

### **Other Member Council Updates**

Officers from Maribyrnong City Council provided an update on Road Safety Around School program which is currently on hold due to the COVID-19 lockdown. They are working on a range of grant applications to improve road safety, particularly for pedestrians.

Officers from Melton City Council provided updates that child car restraint fitting and safety checks were being organised at the Bridge Road Children's and Community Centre. They also provided an update on their social media campaign to promote the Band Together Road Safety Campaign.

Officers from Wyndham City Council provided updates on internal workshops to inform on the Draft Wyndham Integrated Transport Strategy. They also discussed grant applications and the progress on Council's Active Travel Program.

## Metropolitan Transport Forum

**Directorate:** Infrastructure and City Services

**Councillor Delegate:** Mayor Cr Jonathon Marsden

**Date of Meeting:** 1 September 2021

Mr Neil France, Infrastructure Advisor, Networks & Planning from Infrastructure Victoria, explained the detailed modelling undertaken by Veitch Lister Consulting.

Mr France also discussed the decline in public transport patronage and airport related travel. He spoke about the consequences of these movement changes, including that vehicle speeds have dropped noticeably in inner metropolitan areas, and there was also a noticeable shift to private vehicle use in the CBD (away from public transport). He spoke about considerations influencing the drop in public transport, and two scenarios for future travel distributions – involving more active transport, and more flexible work. Mr France then discussed infrastructure provisions, and potential government collaboration and leadership opportunities.

Mr Peter Kartsidimas, Director Networks & Planning from Infrastructure Victoria, introduced Victoria's Infrastructure Strategy 2021–2051. He noted it includes 94 recommendations but focused on the transport-related items for this meeting.

The long-term challenges require a move to zero emission vehicles and the need for modern technology to be incorporated in personal transport options. Mr Kartsidimas spoke about managing urban change and the need to better integrate transport and land use planning, including how existing infrastructure can be better harnessed for growth and productivity.

## **RoadSafe Westgate Community Road Safety Council**

**Directorate:** Infrastructure and City Services

**Councillor Delegate:** Cr Diana Grima

**Date of Meeting:** 15 September 2021

### **RoadSafe Westgate Update**

As part of the Mobile Billboard Road Safety Program, during the month of September road safety messages were focused around hoon behaviour and in October the road safety messages will be focusing on speeding motorists.

The Looking After Our Mates sessions have been postponed due to COVID-19 lockdown.

Due to COVID-19 protocols no Royal Auto Care Victoria Years Ahead or Senior Driver Expo sessions are planned for the 2021-22 financial year.

### **Hobsons Bay City Council Update**

Delivery of Black Spot Program and Transport Accident Commission projects are currently being progressed. Most of the projects are either at functional design/engagement or ready for construction stage.

The final public exhibition of Draft Northern Local Area Movement Plans is currently open and scheduled to close on September.

### **Other Member Council Updates**

Officers from Maribyrnong City Council, Melton City Council and Wyndham City Council provided an update on road safety projects, the Draft Wyndham Integrated Transport Strategy and grant projects.

## **11 Notices of Motion**

No notices of motion were received.

## **12 Urgent Business**

### **Motion**

**Moved Cr Peter Hemphill, seconded Cr Tony Briffa:**

**That Council considers items of Urgent Business relating to a condolence motion.**

**Carried unanimously**

### **Motion**

**Moved Cr Peter Hemphill, seconded Cr Tony Briffa:**

**That Council acknowledges the recent passing of its 2016 Citizen of the Year, Nancy Winder, and sends a letter of condolence written under the signature of the Mayor to her family.**

**Carried unanimously**

## 13 In Camera Business

### Motion

Moved Cr Peter Hemphill, seconded Cr Daria Kellander:

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with section 66(2)(a) and section 3(1)(a) and section 3(1)(g) of the *Local Government Act 2020* as it relates to private commercial information and information that was confidential information for the purposes of section 77 of the *Local Government Act 1989*:

#### 13.1 Review of Confidential Status of In Camera Council Reports

Carried

### Recommendation

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with section 66(2)(a) and section 3(1)(a) and section 3(1)(g) of the *Local Government Act 2020* as it relates to private commercial information and information that was confidential information for the purposes of section 77 of the *Local Government Act 1989*:

#### 13.1 Review of Confidential Status of In Camera Council Reports

Council considered the report and discussed the matter in camera.

## 14 Close of Meeting

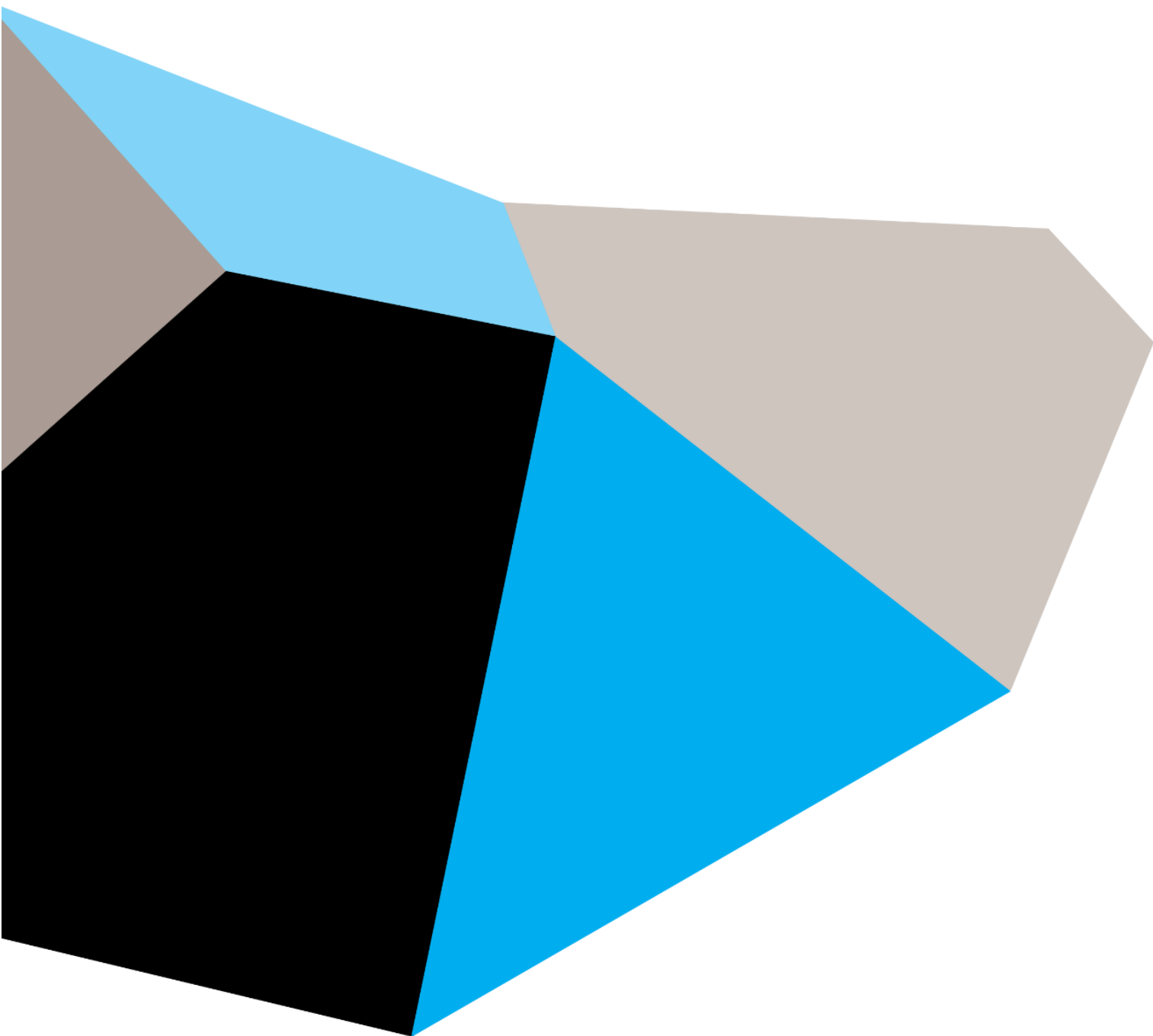
There being no further business, the Chairperson declared the meeting closed at 9.59pm.

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Chairperson – Cr Jonathon Marsden

Signed and certified as having been confirmed.

16 November 2021



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**HOBSONS BAY CITY COUNCIL**

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