



Council Meeting Minutes

11 April 2023

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 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 Antoinette Briffa JP (Mayor)

Cherry Lake Ward

Councillors:

Cr Diana Grima (Deputy Mayor)

Wetlands Ward

Cr Daria Kellander

Cherry Lake Ward

Cr Peter Hemphill

Strand Ward

Cr Jonathon Marsden

Strand Ward

Cr Pamela Sutton-Legaud

Strand 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.....	7
4.1 Confirmation of Minutes	7
5 Councillor Questions.....	8
6 Public Question Time	9
7 Petitions and Joint Letters	10
7.1 Petitions and Joint Letters Received.....	10
7.2 Responses to Petitions and Joint Letters	11
7.2.1 Response to Joint Letter - Storm Water Drainage on Rose Street, Altona	11
8 Business.....	14
8.1 Office of the Chief Executive.....	14
8.1.1 Chief Executive Officer's Report on Operations.....	14
8.1.2 Draft Community Engagement Policy 2023	16
8.2 Corporate Services	18
8.2.1 Endorsement of Proposed Annual Budget 2023-24.....	18
8.3 Infrastructure and City Services	22
8.3.1 Contract 2022.51 Kim Reserve Field Redevelopment	22
9 Committee and Delegate Reports.....	25
9.1 Committee Reports.....	25
9.1.1 Audit and Risk Committee Update - February 2023.....	25
9.2 Delegate Reports.....	27
10 Notices of Motion.....	32
11 Urgent Business	32
11.1 Condolence – The Late Owen Hyde	32

12 Supplementary Public Question Time 33
13 Close of Meeting 34

Minutes of the Council Meeting held on 11 April 2023 at 7.01pm.

Present

Chairperson

Cr Antoinette Briffa JP (Mayor) Cherry Lake Ward

Councillors

Cr Diana Grima (Deputy Mayor)	Wetlands Ward
Cr Daria Kellander	Cherry Lake Ward
Cr Peter Hemphill	Strand Ward
Cr Jonathon Marsden	Strand Ward
Cr Pamela Sutton-Legaud	Strand Ward
Cr Matt Tyler	Wetlands Ward

Officers

Mr Aaron van Egmond	Chief Executive Officer
Mr Andrew McLeod	Director Corporate Services
Mr Oliver McNulty	Acting Director Infrastructure and City Services
Ms Penelope Winslade	Director Sustainable Communities
Ms Julie Brne	Coordinator Governance and Information Management
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 Apologies

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

Motion

Moved Cr Diana Grima, seconded Cr Jonathon Marsden:

That Council accepts an apology from Cr Daria Kellander.

Carried unanimously

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 Matt Tyler disclosed an interest in Item 8.1.1 Chief Executive Officer's Report on Operations relating to his work as Executive Director with the Men's Project at Jesuit Social Services, which has in the past been contracted by the Sons of the West program mentioned in the report.

Cr Tyler stated that he did not regard the interest as a material conflict of interest and would not leave the room during debate on the item.

4 Confirmation of Minutes

4.1 Confirmation of Minutes

Confirmation of the minutes of the Council Meeting of Hobsons Bay City Council held on 14 March 2023 (copy previously circulated).

Motion

Moved Cr Jonathon Marsden, seconded Cr Matt Tyler:

That Council confirms the minutes of the Council Meeting of Hobsons Bay City Council held on 14 March 2023.

Carried unanimously

5 Councillor Questions

Cr Matt Tyler asked what steps Council is taking through its engagement with Cleanaway to rectify the shortfalls in the waste collection service.

Ms Pene Winslade, Director Sustainable Communities, responded that Council has been steadily escalating its concerns with Cleanaway to get more resources invested to reduce the impact of the sector-wide staff shortage on the Hobsons Bay community. Ms Winslade noted that Cleanaway had so far at least been able to complete collections by Saturday (the end of the week) so that there is a service, and that missed collections were being prioritised in accordance with the highest priorities for the community, meaning that glass collections would be cancelled first, followed by comingled recycling, then FOGO (food organics and garden organics) and finally garbage collections, where the impact is likely to be most felt.

Ms Winslade went on to say that Cleanaway does however acknowledge that the substantial service disruptions were not acceptable to the Hobsons Bay community and has, after a further escalation from Council last week, committed to work intensively to improve the service in coming weeks.

Cr Tyler agreed the current state of service is not acceptable and indicated he was pleased to hear that Council was seeking a fast rectification of the situation.

Noting that there was no mention of a road resurfacing program in the Proposed Annual Budget for Maclean Street in Williamstown, Cr Jonathon Marsden asked what is planned for the rehabilitation of the street, including the road surface, footpaths and tree plantings.

Mr Oliver McNulty, Acting Director Infrastructure and City Services, responded that the rehabilitation of Maclean Street is a project which was originally included in the Annual Budget 2022-23 and has been carried forward for the 2023-24 financial year. Mr McNulty added that some community consultation for the project was carried out during 2022-23 and work was delayed due to scope change as a result of community concerns raised. Mr McNulty stated that Council has had a number of meetings with residents of Maclean Street since Christmas to arrive at a scope that meets their needs, and that the project would include tree plantings and resurfacing of the road. Mr McNulty stated that Council has engaged a contractor to commence work from around late May 2023.

Regarding the e-bike share program trial, Cr Jonathon Marsden noted residents' concerns that the bikes were being parked haphazardly, often in a way that poses a tripping hazard for pedestrians, and asked whether there was anything Council could do about such hazards, the status of the trial and what feedback had been received so far.

Mr Oliver McNulty, Acting Director Infrastructure and City Services, responded that Council had recently received a report from Beam Mobility that provides data on the kilometres travelled and the number of times the bikes were used during on the first month of operating the e-bike share program. Mr McNulty stated that the report indicated over 2,300 trips had been recorded in the past four weeks and 160 instances of feedback had been received, with a roughly 50-50 split between negative and positive feedback.

Mr McNulty acknowledged that a number of concerns had been raised with respect to the haphazard parking of the bikes, but noted that as part of the trial, Council officers had worked with Beam Mobility on a system that restricted where the bikes could be left in order to limit the impact on areas where parking the bikes could pose a hazard to the community. In such areas the bike could not be switched off and the charge meter would keep running until it was removed from the location. Mr McNulty noted that this had occurred a number of times in the past four weeks of the trial program.

With respect to how community members could provide feedback on the program, Mr McNulty referred to the web form on Council's website, noting that the current response time for 90 per cent of complaints and feedback logged was about two hours and roughly 80 complaints had been received to date.

Mr McNulty also recommended that community members use the form provided through the Beam app to contact Beam directly so that a response could be activated as quickly as possible.

Mayor Cr Antoinette Briffa asked whether Council would be receiving a report on the e-bike share program at the end of the trial, and whether the data that Beam is putting together was available to the public.

Mr Oliver McNulty, Acting Director Infrastructure and City Services, took the question on notice.

6 Public Question Time

Alex Docherty

Q What is Council doing to push back on trucks, which are projected to double on Williamstown Road when the West Gate Tunnel reopens?

A Council acknowledges that truck volumes will likely increase along the Melbourne Road and Williamstown Road corridor due to the proposed Victorian Government full-time truck curfews to be introduced on surrounding arterial and local roads on completion of the West Gate Tunnel Project.

Council has advocated to the Victorian Government for the consideration of the safety, accessibility and amenity of the abutting local residential community, and continues to do so. Projects identified with potential to mitigate the impacts include signal network optimisation, speed reduction and pedestrian improvements in Williamstown Road.

Sandra Wilson

Q Is Council aware of how many, and which, Victorian councils now have weekly FOGO and fortnightly landfill collections?

A There is a range of change occurring across the sector currently. Council is currently aware of six metropolitan councils with a weekly FOGO and fortnightly landfill collection frequency and others may soon.

7 Petitions and Joint Letters

7.1 Petitions and Joint Letters Received

Nil

7.2 Responses to Petitions and Joint Letters

7.2.1 Response to Joint Letter - Storm Water Drainage on Rose Street, Altona

Directorate: Infrastructure and City Services
Responsible Officer: Manager Capital Works
Reviewer: Director Infrastructure and City Services
Attachments: Nil

Purpose

To provide Council with a response and an update on actions taken in relation to the joint letter received about stormwater drainage issues in Rose Street, Altona.

Motion

Moved Cr Jonathon Marsden, seconded Cr Diana Grima:

That Council:

- 1. Notes the findings of camera surveys and outcome of maintenance work for the underground drainage infrastructure in Rose Street, Altona, north of the rail corridor.**
- 2. Writes to the lead joint letter writer advising of the cleaning and camera inspections undertaken of the drainage infrastructure in Rose Street, Altona.**

Carried unanimously

Recommendation

That Council:

- 1. Notes the findings of camera surveys and outcome of maintenance work for the underground drainage infrastructure in Rose Street, Altona, north of the rail corridor.**
- 2. Writes to the lead joint letter writer advising of the cleaning and camera inspections undertaken of the drainage infrastructure in Rose Street, Altona.**

Summary

On 22 October 2022 there were two significant rainfall events in Altona, resulting in inundation on the low points of the street, particularly in proximity to 61-63 Rose Street. The road is designed to hold water during a rain event. Underground drainage infrastructure should enable any stored water to discharge over a subsequent period.

Following this event an investigation was carried out and the drains in this area have been cleaned out. CCTV camera inspections have shown that the drains are clear of debris and structurally intact. This should allow stormwater from a similar event on Rose Street to subside at a faster rate, similar to other roads nearby.

Background

A joint letter was received from residents of Rose Street in relation to concerns about surface water discharge after recent rain events. The joint letter reads as follows:

We, the undersigned, petition Hobsons Bay City Council to complete immediate assessment and repair of the storm water drainage in Rose Street, Altona (north of the train line) to ensure that following rain that Rose Street storm water drainage is efficient and timely to ensure access to properties and avoid damage to properties.

On 22 October 2022, we experienced heavy and sudden rainfall overnight leading to deep water pooling over the road and up to the doorsteps and garages of many homes. Residents from 60 Rose Street up to 70 Rose Street were unable to safely leave throughout the day, with water only fully draining from the street at 9:30pm. We noted similar initial flooding in Rayner and Hancock Streets, however, where the water in those streets subsided by early morning our street remained flooded until late in the afternoon. The slow pace of draining is our primary concern. Please see included images taken throughout the day on 22 October 2022.

Many of the residents of Rose Street have noted similar incidents in recent years and have brought this to the attention of council with no action taken. Requests have been submitted to council to address this issue via the city services portal – noting request #516700 and #516719 placed recently. With the Bureau of Meteorology predicting extensive rains over the next few months we request a timely review of our request. We also note new townhouse developments at 63 and 65 Rose Street North, which will add even more pressure on the storm water drainage system, due to the much larger roof areas than the previous stand-alone dwellings.

If damage is to occur to any properties due to this issue arising again damages are assumed to be covered by the council and no notice will be provided in taking action to seek compensation.

Discussion

Rose Street is a north-south residential street that runs between Civic Parade and Railway Street North in Altona. There is an existing topographical low area on the road in proximity to 61-63 Rose Street. Similar low areas exist on other north-south roads nearby.

There are underground concrete pipes on both sides of the road that flow to the south and connect to larger pipes on Railway Street North. The low area is shown diagrammatically in Figure 1, with the underground drains indicated by the blue arrows on the image.

The drainage infrastructure in Rose Street was constructed several decades ago when the area was originally developed. These drains were designed to the standards that applied at the time, meaning they were designed to fully accommodate water up to a one-in-five-year rain event. When events occur that are more significant than a one-in-five-year event, the road is designed to accommodate the water until it can discharge into the underground drainage network.

At the time the road was constructed there was no defined recommended storage level for the depth of water that would store on a road. Once the rain event was over the drainage storage would discharge over time through the drainage network. This is still the design principle for drainage across Australia where the underground drainage system will cater for low intensity rain events, water will store in the road reserve and public areas for events of up to one in 100 probability until such time that it can discharge naturally or through mechanical means.

On 22 October 2022 there were two significant rainfall events in Altona. This led to the inundation of Rose Street, with water being held on the road in the low area near numbers 61 and 63 as shown in the pictures submitted with the joint letter. The water was held at this low area for several hours before it dissipated.

As a result of the event and the reports to Council from the local community, works were arranged to clean and then formally inspect the underground drains by way of CCTV footage in December 2022.

Review of the CCTV footage and inspection reports showed that the drains between the low area and the connections to Railway Street North are clear and appear to be structurally intact. As a result of the cleanout and inspection, it is anticipated that stormwater from a similar event on Rose Street will subside at a faster rate, like the roads nearby.

In the coming months further cleaning and inspections are programmed for the underground drains near the low area to confirm that they are clear and operating in a satisfactory manner.

In addition to these actions a desktop survey has been completed of the topography of Rose Street. Based on the investigation it is highly unlikely that any flooding will occur to habitual properties in this area as water will naturally discharge.

8 Business

8.1 Office of the Chief Executive

8.1.1 Chief Executive Officer's 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 [8.1.1.1 - 48 pages]

Cr Matt Tyler disclosed an interest in Item 8.1.1 Chief Executive Officer's Report on Operations relating to his work as Executive Director with the Men's Project at Jesuit Social Services, which has in the past been contracted by the Sons of the West program mentioned in the report.

Cr Tyler stated that he did not regard the interest as a material conflict of interest and did not leave the room during debate on the item.

Purpose

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

Motion

Moved Cr Diana Grima, seconded Cr Matt Tyler:

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 March 2023 and 31 March 2023 is provided in this month's report.

8.1.2 Draft Community Engagement Policy 2023

Directorate:	Office of the Chief Executive
Responsible Officer:	Manager Communications, Engagement and Advocacy
Reviewer:	Chief Executive Officer
Attachments:	1. Draft Community Engagement Policy 2023 [8.1.2.1 - 8 pages]

Purpose

To seek Council endorsement to start community consultation on the Draft Community Engagement Policy 2023.

Motion

Moved Cr Matt Tyler, seconded Cr Jonathon Marsden:

That Council:

- 1. Places the Draft Community Engagement Policy 2023 on public exhibition for a period of four weeks from 12 April 2023 to 10 May 2023.**
- 2. Receives a further report to adopt the Community Engagement Policy 2023 following the public exhibition period.**

Carried unanimously

Recommendation

That Council:

- 1. Places the Draft Community Engagement Policy 2023 on public exhibition for a period of four weeks from 12 April 2023 to 10 May 2023.**
- 2. Receives a further report to adopt the Community Engagement Policy 2023 following the public exhibition period.**

Summary

The Hobsons Bay Community Engagement Policy 2021 was adopted in February 2021.

The policy has been revised following internal review and the draft policy is now proposed to be placed on public exhibition.

Background

The purpose of the Hobsons Bay Community Engagement Policy is to guide all forms of engagement undertaken by Council officers, Councillors, and consultants and contractors acting on behalf of Council.

The policy articulates the principles, commitments and various levels of engagement that Council will undertake to ensure a clear process for community engagement in Council's decision-making processes.

The Community Engagement Policy is one component of Council's broader Community Engagement Framework, along with Council's internal-facing Community Engagement Toolkit 2023.

Discussion

The revised Community Engagement Policy:

- provides clarity around recommended levels of engagement for various council programs and processes, including those that were previously subject to section 223 of the *Local Government Act* 1989, including:
 - Annual Budget
 - Local Laws
 - Council Plan
 - any decision of Council to change its system of valuation
 - the sale, exchange, leasing of Council land, and use of Council land for another purpose
 - any proposal to enter or amend a regional library agreement
- is consistent with other Council policies in style and content

8.2 Corporate Services

8.2.1 Endorsement of Proposed Annual Budget 2023-24

Directorate: Corporate Services

Responsible Officer: Chief Financial Officer

Reviewer: Director Corporate Services

Attachments:

1. Proposed Annual Budget 2023-24 [8.2.1.1 - 109 pages]
2. Fees and Charges 2023-24 [8.2.1.2 - 23 pages]
3. Detailed Capital Works Program 2023-24 [8.2.1.3 - 10 pages]

Purpose

To present to Council the Proposed Annual Budget 2023-24 (Attachments 1-3) in accordance with section 94 of the *Local Government Act 2020*.

Motion

Moved Cr Peter Hemphill, seconded Cr Matt Tyler:

That Council:

1. Approves the Proposed Annual Budget 2023-24 to be placed on public exhibition for a period of four weeks until 14 May 2023 for the purpose of public consultation and comment.
2. Authorises the Chief Executive Officer to:
 - a. Give public notice of the preparation of the Proposed Annual Budget 2023-24.
 - b. Make available for public inspection the information required by regulations 7 and 8 of the Local Government (Planning and Reporting) Regulations 2020.

Carried unanimously

Recommendation

That Council:

1. Approves the Proposed Annual Budget 2023-24 to be placed on public exhibition for a period of four weeks until 14 May 2023 for the purpose of public consultation and comment.

(continued on next page)

2. Authorises the Chief Executive Officer to:

- a. Give public notice of the preparation of the Proposed Annual Budget 2023-24.**
- b. Make available for public inspection the information required by regulations 7 and 8 of the Local Government (Planning and Reporting) Regulations 2020.**

Summary

The Proposed Annual Budget 2023-24 is based on an operational surplus of \$15.502 million for the year, although this does not include Council's significant investment in capital expenditure of \$58.075 million for 2023-24.

Operating surpluses are required to ensure that Council remains financially viable to fund current and future commitments, including the Ten Year Capital Works Program.

Council proposes to increase its general rates by 3.5 per cent in accordance with the Victorian Government rate cap legislation. This year's rates will be based on new 2023 valuations, meaning rate increases will vary across the differential rating categories and individual properties.

Council will continue its advocacy work towards other levels of government to identify future funding opportunities that will help to deliver an ongoing high standard of services and infrastructure. Council is actively advocating for projects that will bring economic, environmental and social benefits to the city of Hobsons Bay, such as the Hobsons Bay Wetlands Centre and the Western Aquatic and Leisure Centre. Despite not being included in the current Ten Year Capital Works Program, the budget includes a \$1.261 million transfer in 2023-24 to the newly created Advocacy Projects reserve. The long term Financial Plan includes transfers each year to this reserve to fund these projects in the future.

Background

The annual budget process commenced in late 2022 when Council undertook its 2023-24 pre-budget consultation, providing an opportunity for community members to submit their ideas.

There have been eight budget briefings in relation to developing the Proposed Annual Budget 2023-24. These briefings were used to develop and bring together all the elements that have influenced the budget's development, including:

- Capital Works Program
- Financial Plan outlook
- fees and charges
- Valuation and Rating Discussion Paper, including rate modelling
- community consultation process
- operational budget

The Victorian Government has implemented an inflation-based rate cap, the Fair Go Rates System, which has been overseen by the Essential Services Commission since 2016-17. The rate cap for 2023-24 is 3.5 per cent, compared to the 1.75 per cent cap in 2022-23.

The rate cap is less than half of the All Groups CPI of 7.8 per cent over the 12 months up to and including the December 2022 quarter. Inflation has reduced Council's real level of income from rates when compared to the increases in costs that have occurred. This has created significant pressure on Council's ability to deliver services and infrastructure projects. This is a challenge that has been carefully considered in forming the budget in 2023-24 and the rate increase in line with the cap.

Discussion

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

The 2023-24 operational budget surplus of \$15.502 million may seem like a strong result but it should be noted that surpluses are used towards funding the Capital Works Program. New loan borrowings of \$14 million are also required. Despite these borrowings there is still a shortfall in the funding available for the Ten Year Capital Works Program. The program has therefore been reduced in line with current financial limitations. Council is working to reduce this funding gap, but some projects in future years remain unfunded.

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

The average rateable property's capital improved value (CIV) in Hobsons Bay has increased by 5.88 per cent in the past 12 months. Property valuation changes have varied considerably between individual properties and across the differential rating categories as follows:

- residential ▲ 4.82 per cent increase
- residential vacant land ▲ 1.24 per cent increase
- commercial ▲ 4.36 per cent increase
- industrial ▲ 16.93 per cent increase
- petrochemical ▼ 4.44 per cent decrease
- cultural and recreational ▲ 15.31 per cent increase

There is a common misconception that as properties are revalued, Council receives a "windfall gain" of additional revenue. This is not the case, as the revaluation process results in a redistribution of the rate burden across all properties in the municipality. Total income from rates (excluding waste service charges) is determined by the rate cap. Due to the increase in property values, Council's rate in the dollars have all been reduced by 3.76 per cent.

The average general rate increase is 3.5 per cent, consistent with rate cap, but the valuations changes above, mean that average rate increases vary for each rating category as follows:

- residential ▲ 0.88 per cent increase
- residential vacant land ▼ 2.56 per cent decrease

- commercial ▲ 0.44 per cent increase
- industrial ▲ 12.53 per cent increase
- petrochemical ▼ 8.03 per cent decrease
- cultural and recreational ▲ 10.97 per cent increase

The rate notice will include service charges for the collection, disposal and processing of garbage, recycling, glass, garden and food waste and hard waste. Increases of 7.7 per cent (are not subject to the rate cap) in 2023-24 will help cover the cost of Councils considerable investment to introduce a four-bin system in 2019-20. As a result, it is anticipated that the 'waste management' reserve will be in deficit of approximately \$4 million by 30 June 2023. Council has decided to progressively recover this investment over future years.

Rate notices will also include the fire services property levy that Council collects on behalf of the Victorian Government. This levy is not regarded as Council income and is not included within the figures outlined in the Proposed Annual Budget 2023-24.

Should further financial assistance be required, it can be provided through Council's Financial Hardship Policy. Council has included \$100,000 in the budget to provide this assistance.

8.3 Infrastructure and City Services

8.3.1 Contract 2022.51 Kim Reserve Field Redevelopment

Directorate:	Infrastructure and City Services
Responsible Officer:	Manager Capital Works
Reviewer:	Director Infrastructure and City Services
Attachments:	Nil

Purpose

To seek Council endorsement for the awarding of Contract 2022.51 for HC Kim Reserve Field Redevelopment.

Motion

Moved Cr Diana Grima, seconded Cr Peter Hemphill:

That Council awards Contract 2022.51 for the HC Kim Reserve Field Redevelopment to Green Turf Pty Ltd at a fixed lump sum price of \$1,410,392 (one million, four hundred and ten thousand, three hundred and ninety-two dollars) including GST.

Carried unanimously

Recommendation

That Council awards Contract 2022.51 for the HC Kim Reserve Field Redevelopment to Green Turf Pty Ltd at a fixed lump sum price of \$1,410,392 (one million, four hundred and ten thousand, three hundred and ninety-two dollars) including GST.

Summary

Contract 2022.51 is for the complete redevelopment of Pitch 1 and irrigation upgrades to Pitches 2 and 3 and associated minor works at HC Kim Reserve, Seaholme. A public tender process opened on 12 December 2022 and closed on 31 January 2023. This report outlines the tender review process and recommends the contract be awarded to Green Turf Pty Ltd, in line with the recommendation of the Tender Board.

The project consists of the full redevelopment of Pitch 1 including a re-shape, new gravel drainage layer, new irrigation system, sand, and couch sod turf as well as full irrigation upgrades to Pitches 2 and 3.

The works to the field will be carried out in conjunction with a separate Sports Pavilion Redevelopment project.

Background

The redevelopment of the HC Kim Reserve pavilion and field will meet the needs of a growing active soccer community within Hobsons Bay. It will also provide facilities and support for the wider community.

HC Kim Reserve has been home to the Altona City Soccer Club since 1965, with the club's membership and activities increasing rapidly in recent years. The club participates in Men's State League 1 and Women's State League 2 within Football Victoria competitions. It provides opportunities for all ages to participate, commencing with Newroos (aged 4 to 7 years) and junior programs through to Under 20s, Seniors and Masters programs. It has a strong women's program and a rate of female participation well above the state average, with 127 (27 per cent) of the club's 450 registered participants being women, reinforcing the need for facilities and playing fields which are accessible and provide fitness of purpose for all. Various community programs are hosted on site by the Altona City Soccer Club, including Soccer Mums, Walking Soccer and an all-abilities program.

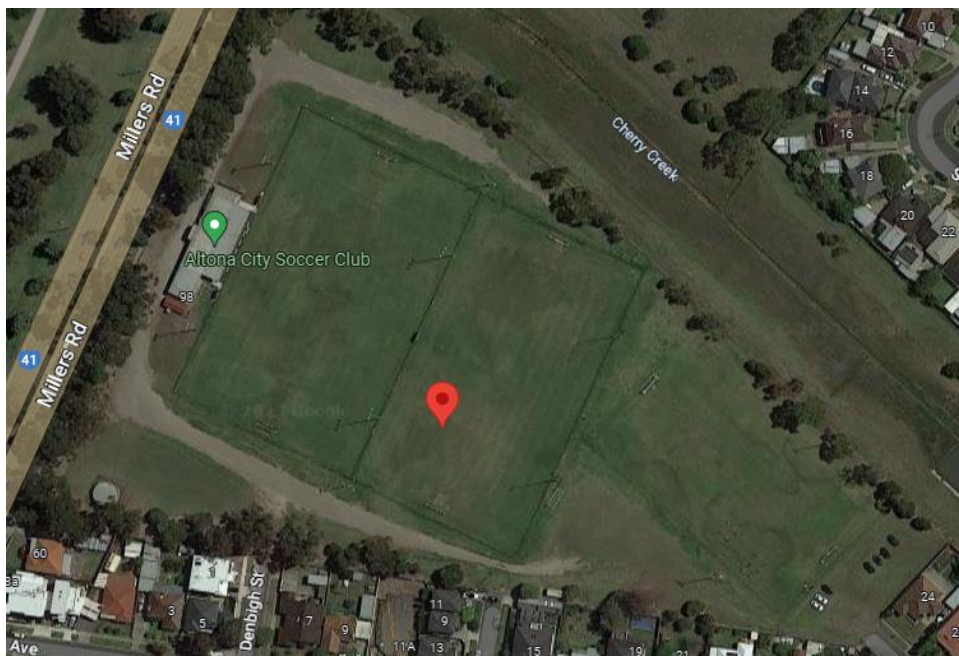


Figure 1: Aerial view of HC Kim Reserve

In 2022 Council was successful in receiving \$300,000 through the Victorian Government's Local Sports Infrastructure Fund for the redevelopment of the sports grounds at HC Kim Reserve.

The redevelopment of both the field and pavilion is supported by the HC Kim Reserve Master Plan endorsed in 2014 and Council's Sports Facility Needs Analysis endorsed in 2018. Further to the significant engagement completed during the development of the master plan, officers completed additional engagement in 2022 to seek feedback as to how the local community uses the site and how the planned improvements can be beneficial going forward. The feedback received was positive and was also supported by Football Victoria as the governing body for the sport on site.

Discussion

A public tender process was conducted between 12 December 2022 and closed on 31 January 2023. At the close of submission, three tenders were received.

All submissions received were over the allocated budget for this project. A value management exercise was undertaken, and the tenderers resubmitted with cost savings. The resultant savings along with an internal review and reallocation from other project budgets provided the necessary project funding.

Tender interviews took place on 9 February 2023 with the two lowest-cost tenderers presenting a submission and responding to questions from the tender panel. Specifically, the panel sought to confirm the tenderers' experience in similar projects, value management, capacity to deliver the project and environmental sustainability outcomes.

Following the evaluation, a report was presented to the Tender Board on 29 March 2023 recommending the contract be awarded to Green Turf Pty Ltd.

Green Turf Pty Ltd provided a high-quality tender submission, has a clear understanding of the objectives of the project through its significant experience and has the resources to complete the project.

9 Committee and Delegate Reports

9.1 Committee Reports

9.1.1 Audit and Risk Committee Update - February 2023

Directorate: Corporate Services

Responsible Officer: Manager Corporate Integrity and Legal Counsel

Reviewer: Director Corporate Services

Attachments: 1. Audit and Risk Committee Meeting Minutes - 22 February 2023 [9.1.1.1 - 7 pages]
2. Audit and Risk Committee Biannual Report (September 2022 - January 2023) [9.1.1.2 - 9 pages]

Purpose

To update Council regarding issues considered at the Audit and Risk Committee meeting held on 22 February 2023 and provide Council with a copy of the Audit and Risk Committee Biannual Report (September 2022 – January 2023).

Motion

Moved Cr Jonathon Marsden, seconded Cr Peter Hemphill:

That Council:

- 1. Notes the matters considered by the Audit and Risk Committee at the meeting held on 22 February 2023.**
- 2. Receives and notes the Audit and Risk Committee Biannual Report (September 2022 – January 2023).**

Carried unanimously

Recommendation

That Council:

- 1. Notes the matters considered by the Audit and Risk Committee at the meeting held on 22 February 2023.**
- 2. Receives and notes the Audit and Risk Committee Biannual Report (September 2022 – January 2023).**

Summary

This report provides a summary of the Audit and Risk Committee meeting held on 22 February 2023. The Audit and Risk Committee Biannual Report for September 2022 to January 2023 is also provided in accordance with the requirements of the *Local Government 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 Biannual Report meets the reporting requirements to Council as mandated by the *Local Government 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. Councillor members of the Audit and Risk Committee are appointed annually by Council as part of the process of appointing Councillor delegates and proxies to Council and community committees and groups at the final Council Meeting of each year.

Discussion

The 22 February 2023 meeting addressed the following items:

- appointment of the new external auditor by VAGO
- Chief Executive Officer's update
- outstanding audit recommendations
- Enterprise Resource Planning Strategy update
- Audit and Risk Committee Biannual Report (September 2022 – January 2023)
- internal audit program, including completed audit report and endorsement of proposed scopes for upcoming audits
- insurance update
- risk management update
- occupational health and safety update
- endorsement of the proposed Fraud and Corruption Control policy
- quarterly financial report, financial year 2022-23, quarter 2
- cash and investment balances as at 31 December 2022
- Capital Works quarterly report, financial year 2022-23, quarter 2

9.2 Delegate Reports

Purpose

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

Motion

Moved Cr Pamela Sutton-Legaud, seconded Cr Jonathon Marsden:

That Council receives and notes the recent Delegate Reports.

Carried unanimously

Recommendation

That Council receives and notes the recent Delegate Reports.

RoadSafe Westgate Community Road Safety Council

Directorate: Infrastructure and City Services

Councillor Delegate: Mayor Cr Antoinette Briffa

Date of Meeting: 15 February 2023

Attachments: Nil

This report provides an update on the regular monthly meeting of the RoadSafe Westgate Community Road Safety Council.

Background

The RoadSafe Westgate Community Road Safety Council comprises representatives from Hobsons Bay, Wyndham, Melton and Maribyrnong councils, as well as representatives from Victoria Police, the Department of Transport and Planning, and local residents in the west. The group's aim is to improve road safety in Melbourne's west, with a focus on driver education.

The meeting is an opportunity for local councils and the police to share knowledge on road safety and to stay informed on road safety training and mobile billboard programs undertaken by RoadSafe Westgate and pass this information on to the community.

RoadSafe Westgate update

RoadSafe Westgate gave an update on the mobile billboard initiative aimed at reducing hoon behaviour throughout March 2023. The program previously emphasised messages related to speed, which were displayed in January 2023.

In addition, social and print media updates were released in December 2022 to support Victoria Police's Operation Arid, a road policing effort during the Labor Day long weekend.

RoadSafe Westgate provided updates on their Older Driver Programs, but due to COVID-19 protocols, no sessions for "RACV Years Ahead" or "Senior Driver Expos" will be organised in 2023.

Council updates

An update on road safety initiatives, local traffic management projects and grant progress was provided by officers from Hobsons Bay City Council, Maribyrnong City Council, Melton City Council, and Wyndham City Council. Key points from the update included:

- Black Spot road safety grant projects in each municipality. In Hobsons Bay, the grant is being used in the Williamstown North industrial precinct to implement traffic calming measures aimed at reducing road crashes resulting in injuries in an industrial area.
- Maribyrnong City Council is exploring Open Streets, an initiative by Bicycle Network that encourages walking and cycling to school, offering a safe environment and a fun atmosphere for children and parents alike while also reducing traffic during school drop-offs and pick-ups

Police updates

A police representative gave updates on various operations, including Operation Arid during the Labour Day long weekend, and Operation Nexus during the Easter holidays. Additionally, the Westgate Highway Patrol shared updates on their collaboration with the Wyndham City Council to enforce road safety laws near schools.

Metropolitan Transport Forum

Directorate:	Infrastructure and City Services
Councillor Delegate:	Cr Jonathon Marsden
Date of Meeting:	1 March 2023
Attachments:	Nil

The Metropolitan Transport Forum (MTF) is a monthly gathering attended by representatives from 26 councils in Melbourne, as well as individuals from other transport-related organisations and advocacy groups such as the Department of Transport and Planning, the Public Transport Users Association and Victoria Walks.

These meetings allow councils to collaborate and discuss ways to improve the transport system by sharing knowledge and focusing on integrated transport. Additionally, the MTF meetings serve as a means for Council to stay informed on transport-related matters across the metropolitan area and to communicate this information to the Hobsons Bay community.

Matters discussed at the 1 March 2023 MTF meeting are outlined below.

Casual vacancy filled

Cr Bernadette Thomas from the City of Maribyrnong was appointed to a casual vacancy on the 2023 executive.

2023-24 State Budget submission

The MTF made a submission to the 2023-24 State Budget advocating for the Victorian Government to:

- fund significant improvements to the bus network
- work with communities when planning major projects to be delivered over multiple years
- ensure that major projects truly integrate with all transport modes
- co-fund active transport projects and fund necessary improvements to Victoria's public transport system to bring it into compliance with the *Disability Act 2006*

Metro Trains presentation

Mr Rob Hill, interim Chief Operating Officer of Metro Trains, provided an overview of the company's role as Victoria's metropolitan rail operator, strengthening workforce diversity and ensuring great career opportunities for all. He also spoke about patronage trends, including how Metro Trains encouraged passengers to return to the network after patronage fell as low as 10 per cent of pre-pandemic levels, and the costs and impact on service delivery presented by trespassers into non-passenger areas.

Council updates

The meeting heard transport updates from Maribyrnong, Merri-bek, Nillumbik and Port Phillip councils.

Adoption of MTF strategic action plan

The MTF adopted its new strategic action plan, which retains the themes Active, Buses and Choice along with a new theme, Extras, to capture a wider category of advocacy. The new plan includes a total of 50 actions, including new actions within the Extras theme along with actions around strategic links with government and partners, and recognition of the Forum.

Western Melbourne Tourism Board

Directorate:	Sustainable Communities
Councillor Delegate:	Cr Pamela Sutton-Legaud (apology)
Date of Meeting:	10 March 2023
Attachments:	Nil

The Western Melbourne Tourism (WMT) Board Annual General Meeting was held on 10 March 2023. Key agenda items included:

- Council is to be part of the Visitor Economy Engagement Pilot Program funded by the Department of Jobs, Skills, Industry and Regions
- upcoming meeting with the WMT executive and the Victorian Minister for Tourism, Sport and Major Events
- Eat Drink Westside/Westside Wanders program
- opportunities for western tourism businesses for PRIME Mentoring
- aligning efforts around the Commonwealth Games to attract sports teams prior to the games
- Greater Melbourne Tourism Recovery Report
- WMT financial report
- WMT Industry Forum

10 Notices of Motion

No notices of motion were received.

11 Urgent Business

Motion

Moved Cr Pamela Sutton-Legaud, seconded Cr Jonathon Marsden:

That Council considers items of Urgent Business relating to:

11.1 Condolence – The Late Owen Hyde

Carried unanimously

11.1 Condolence – The Late Owen Hyde

Motion

Moved Cr Pamela Sutton-Legaud, seconded Cr Jonathon Marsden:

That Council:

- 1. Acknowledges the recent passing of Owen Hyde, President of Altona Homestead and member of the Truganina Explosives Reserve Advisory Committee.**
- 2. Sends a letter of condolence written under the signature of the Mayor to Mr Hyde's family.**

Carried unanimously

12 Supplementary Public Question Time

Sandra Wilson

Q Page 105 of the Budget states that Council is currently exploring innovative waste processing opportunities to achieve its 2025-26 target. Could one of those options be a smaller 80L landfill bin at a reduced cost?

A The options Council is currently exploring relate to waste processing, not waste collection. Council continues to encourage the community to rethink, reduce, reuse, recycle with waste production.

Q What other expenditure has been drawn against the waste management reserve other than implementation of the four-bin system?

A All of Council's waste-related costs are recovered through the waste service charge. In 2019, Council brought forward planned capital investment to roll out a four-bin service, knowing this would require an increase to the waste service charge to catch the costs up. The costs of the four-bin service were modelled as cost neutral relative to known upcoming increases to the Victorian Government's landfill levy – which would also have led to increases in the waste service charge. There have been no other major capital investments since that time, although at some stage there will be some capital costs to ensure bin lids and RFIDs are consistent across the municipality.

Q The change to the frequency of kerbside collections has resulted in less food and garden waste being diverted from landfill. Does the proposed 7.7 per cent increase to the waste service charge cover the cost of disposing more landfill waste than hoped for, and help to reduce the \$4 million deficit?

A The proposed increase to the waste service charge will help to continue to reduce the waste reserve deficit. This includes all the costs of delivering the kerbside waste service from all streams, as well as "catching up" on the capital expenditure that was brought forward in 2019. It costs more to process garbage than FOGO, so volume that is diverted from FOGO to landfill will also impact waste service charges.

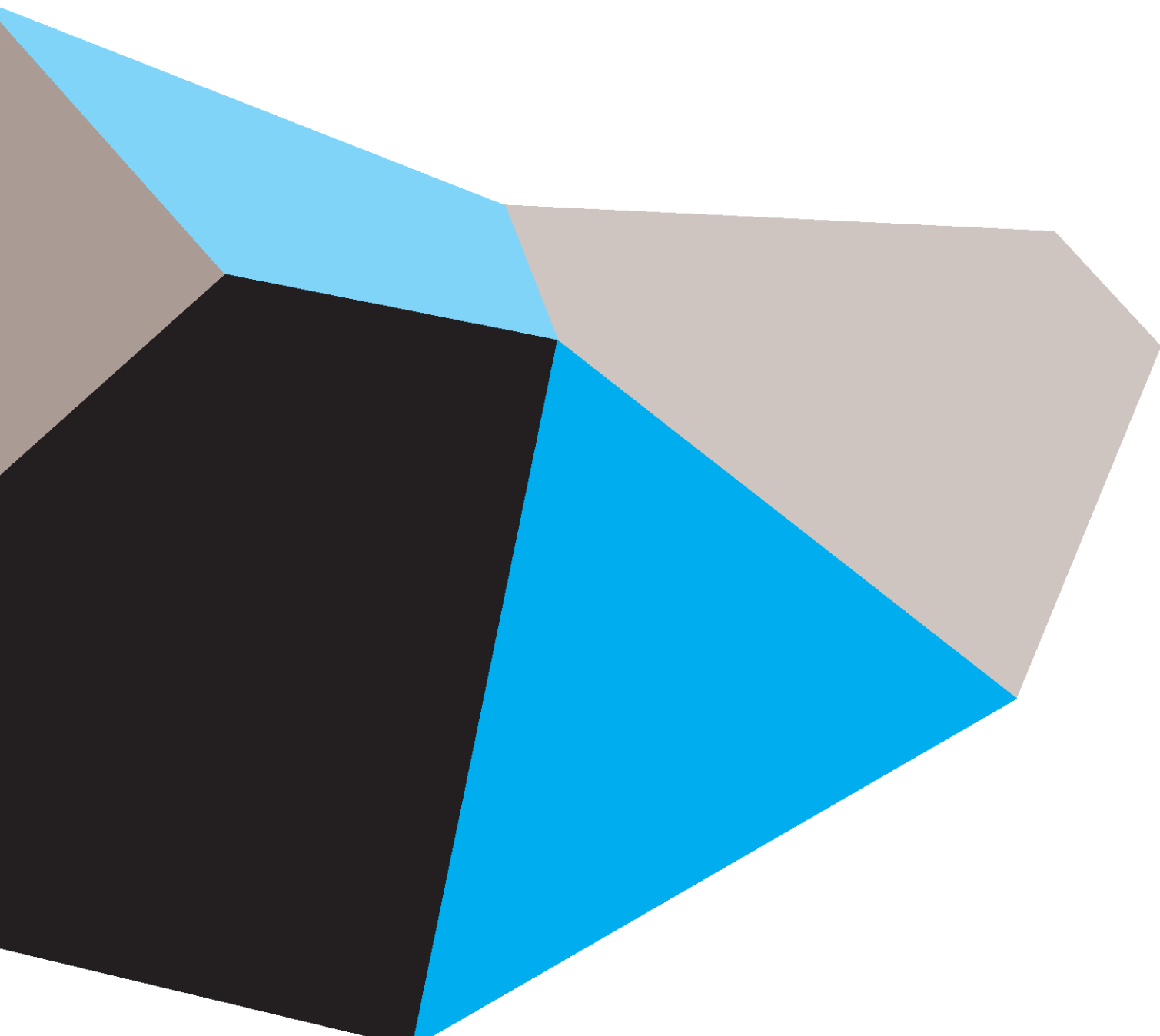
13 Close of Meeting

There being no further business, the Chairperson declared the meeting closed at 8.40pm.

Chairperson – Cr Antoinette Briffa

Signed and certified as having been confirmed.

9 May 2023



HOBSONS BAY CITY COUNCIL

115 Civic Parade, Altona

PO Box 21, Altona 3018

Phone 1300 179 944

Fax (03) 9932 1039

NRS phone 133 677 and quote 1300 179 944

Email customerservice@hobsonsbay.vic.gov.au

 www.twitter.com/HobsonsBayCC

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 www.hobsonsbay.vic.gov.au
