

## 14 November 2023 Council Meeting Attachments

<b>8.1.1 Chief Executive Officer's Report on Operations - October 2023.....</b>	<b>2</b>
8.1.1.1 CEO Report on Operations - October 2023.....	2
<b>8.2.1 First Quarter Financial Report - Period Ended 30 September 2023.....</b>	<b>57</b>
8.2.1.1 Financial Report 2023-24.....	57
<b>8.2.2 First Quarter 2023-24 Council Plan Initiatives and Local Government Performance Framework Reporting Progress Report.....</b>	<b>75</b>
8.2.2.1 Quarter 1 2023-24 - Council Plan Initiatives Progress Report.....	75
<b>8.3.1 Future Framework for Outdoor Trading.....</b>	<b>87</b>
8.3.1.1 Hobsons Bay Parklet Guidelines.....	87
8.3.1.2 Hobsons Bay Fixed Infrastructure Guidelines.....	104
<b>8.3.2 Adoption of Affordable Housing Policy and update on Hobsons Bay Affordable Housing Trust Annual Report.....</b>	<b>114</b>
8.3.2.1 Affordable Housing Policy - Final Draft.....	114
8.3.2.2 Affordable Housing Policy - Background Paper.....	137
8.3.2.3 Affordable Housing Policy - Summary of feedback and proposed changes.....	184
8.3.2.4 Hobsons Bay Affordable Housing Trust - Annual Report Year 1.....	192

Chief Executive Officer

# REPORT ON OPERATIONS

October 2023



**Hobsons  
2.0**

## Issue 77

Published November 2023

---

*Presented at the Council Meeting of Council on 14 November 2023*

The CEO Report on Operations is a regular report that is published by the Hobsons Bay City Council.

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.



## CEO update

During October, the Chief Executive Officer participated in a number of events, meetings and discussions about a range of matters relevant to Hobsons Bay and the local government sector.

Many of the events and meetings attended by the CEO during this period were related to regional initiatives and collaboration such as:

- attendance at the M9 meeting of CEOs and Mayors and a meeting with M9 CEOs;
- attendance at a meeting with the Hon. Melissa Horne MP, Member for Williamstown to discuss Council's advocacy priorities;
- attendance at a meeting with Simon Newport, CEO Homes Victoria together with Pene Winslade Director Sustainable Communities;
- attendance at the Western Rainbow Awards;
- attendance at a meeting with Peter Llelyett, Acting CEO, West Gate Tunnel Authority;
- attendance at the Hobsons Bay Business Awards;
- attendance at the Western Chances Good Business Forum;
- attendance at a meeting with representatives from Melbourne City Mission; Vicki Sutton, CEO, Sean Spencer, General Manager Operations and Sue Albert, Executive Manager, Business Development together with Sanjay Manivasagasivam Acting Director Sustainable Communities to discuss business opportunities and collaboration; and
- attendance at the Techno Park Housing Solutions Group meeting.



Aaron van Egmond  
Chief Executive Officer

## Contents

---

Community Experience Transformation (CX2.0) .....	6
Delivering for our community.....	9
Strategy, Economy and Sustainability .....	21
Planning, Building and Health Update.....	26
Governance .....	30
Communications and Engagement.....	32
Our Performance .....	41
Financial Management .....	43
Enhancing our community.....	45
Better Places Project.....	50

## Community Experience Transformation (CX2.0)



### Hobsons Bay Community Experience 2.0

Council's Community Experience (CX2.0) transformation plan is focused on *making it easier for the Hobsons Bay community to access Council services and interact with Council*. Key areas covered by CX 2.0 include information, communication channels and processes.

#### Communication channels



#### Altona Meadows STEAM Centre of Excellence Launch

On 21 October Altona Meadows launched a new STEAM Centre of Excellence. Over 3,200 community members attended a free community event as this new hub for science, technology, engineering, arts and mathematics technologies, specialist collections and programming officially opened.

As well as providing the same great library and Council+ services residents have come to expect and enjoy, the STEAM Centre is designed to help our community members be innovative and learn through collaborative projects and workshops. Programs during October included Tech Cafe: My Favourite App, Adult Lego Club, Friday Morning Tech Classes, Talking AI, Movie Makers, and Exploring the Back Side of Television with Mitch McTaggart, as well as numerous children's programs. There is also an incredible 'Library of Things' that refers to items in which members of the public can borrow at no charge. The borrowable equipment includes an Anki Cozmo Robot, Go Pro Kit and STEAM kits among many other exciting items. The Library of Things helps to promote sustainability, reduce waste, and foster community sharing.



Image: Council+ marquees and science experiments



Image: After the ribbon cutting. From left Warwick Norman AM Chair of Seaworks Foundation, Andrew McLeod, Storm trooper 1, Mayor Cr Antoinette Briffa, Dewey the robot dog, Cr Diana Grima, Storm trooper 2, Mathew Hilakari MP Member for Point Cook



Image: Popcorn stand



Image: Slime making



Image: NAO6 robot



Image: Council's Urban Forest team



Image: Maker space



Image: Media pod



## Process



### CX Advocates

The Customer Experience Advocate program is now up and running, with the first meeting held in mid-October. The program is a valuable way to engage community-facing staff in improving the customer experience. It is also a great opportunity for staff to develop their skills and contribute to the organisation in a meaningful way.

The program aims to collaborate with community-facing staff, identifying department-specific initiatives to enhance customer experiences. For instance, a CX Advocate in the Parks and Recreation Department might streamline the picnic shelter booking process by implementing an online booking system in collaboration with their department. CX Advocates receive support from the CX Flying Squad Member, their manager, and peers. They can access a toolkit created by the Service Transformation team on a dedicated SharePoint page, along with continuous guidance.

### Parking Permits

Recently, the parking permit component of the Greenlight system underwent a significant update. During this transition, residents were required to apply as new users, even if they already had a registered account.

Previously, the Customer Service Officers (CSOs) could conveniently renew parking permits for residents using an access code sent via letter or email. However, this process changed, and residents were now required to complete a new application. Unfortunately, this posed a challenge as not all residents had an email address, which was now a mandatory requirement.

Efforts were made to reduce paper form applications and promote online submissions. However, due to the system's lack of user-friendliness, more residents opted for paper forms.

The main issues identified were as follows:

- The system lacked user-friendliness, with address fields not automatically populating
- Residents were confused by the necessity to register as new users despite their existing accounts
- CSOs faced difficulties in completing the process on behalf of the residents.

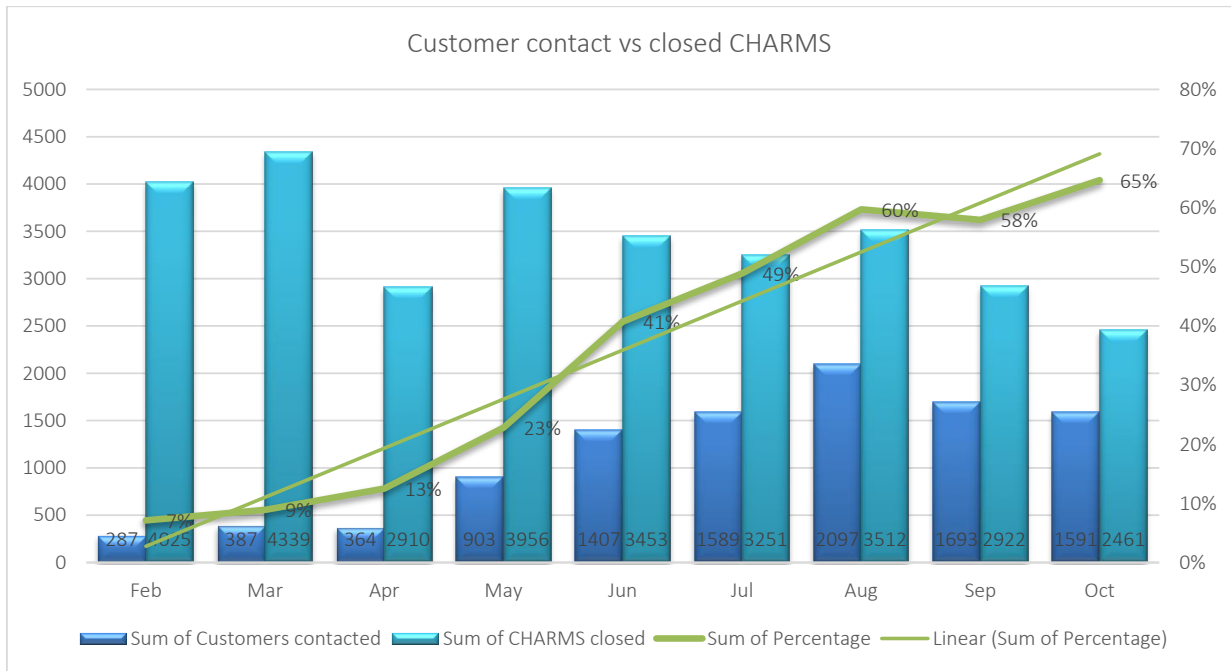
To address these concerns, a proactive working group was formed. Council took various steps to enhance the user experience, such as updating the FAQs and implementing visual changes on the website to make it more intuitive and user-friendly.

Additionally, to alleviate the new user login issue, Council introduced a single login feature for the customer service team. This allows them to log in on behalf of the residents and efficiently handle any override required during the application process.

With these improvements in place, Council aims to ensure a smoother and more seamless experience for both residents and CSOs, promoting a streamlined and efficient Greenlight system.

### Close the Loop

The Close the Loop program has continued to be a success, strengthening councils customer relationships and achieving improved operational outcomes. The Close the Loop program ensures that Council is following up on a high percentage of enquiries and giving community members assurance that their issue has been resolved. Please refer to the graph on the next page.



## Delivering for our community



### Library services



#### Libraries

##### October 2023

- Physical loans (books etc.): 26,368
- eLibrary loans (eBooks etc.): 6,684
- Renewals: 9,360
- Total: 42,412
- Library visits: 55,178

Loans have increased 5.7 per cent compared to September 2023.

Year-to-date loans have decreased 1.3 per cent compared to October 2022.

eLibrary loans have decreased 1.81 per cent compared to September 2023.

Year-to-date eLibrary loans have decreased 19.3 per cent compared to October 2022.

### Community Hubs and Centres

#### Laverton Community Hub (LCH)

There were 449 bookings at LCH during October. There were 1,269 people who took part in the active program.

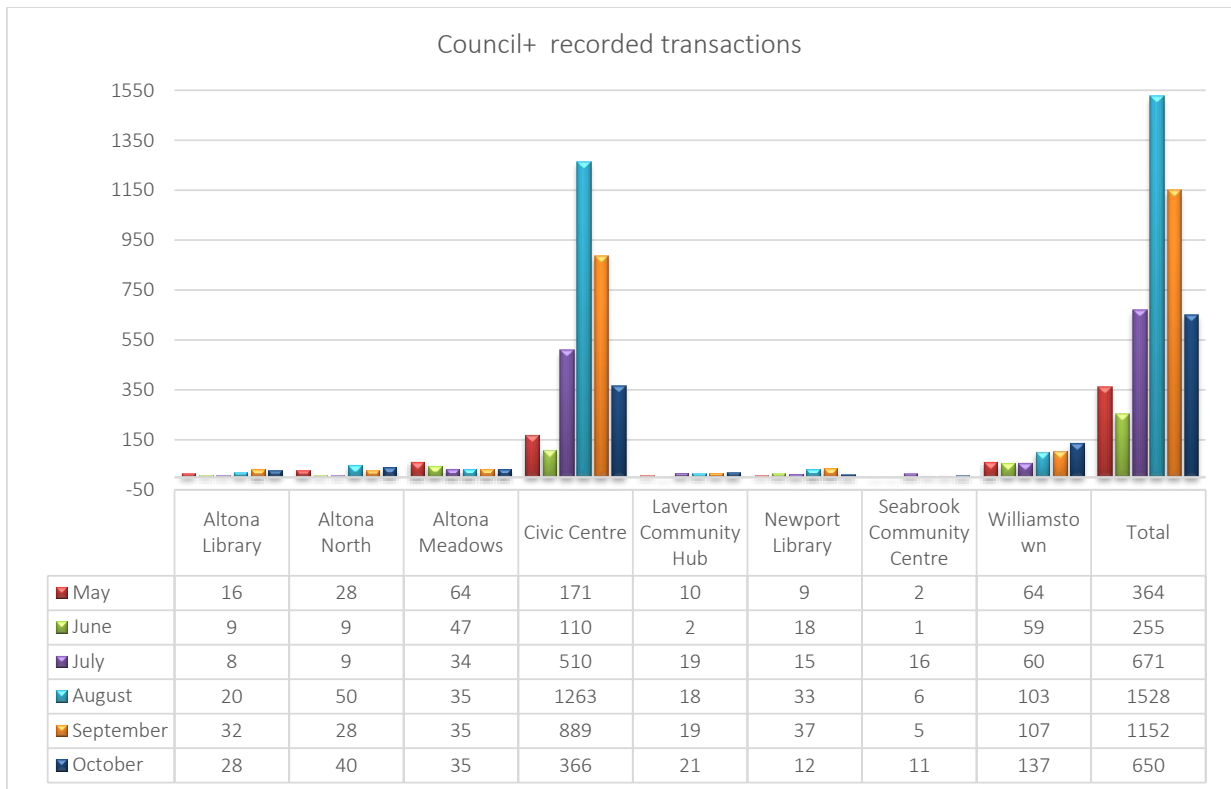
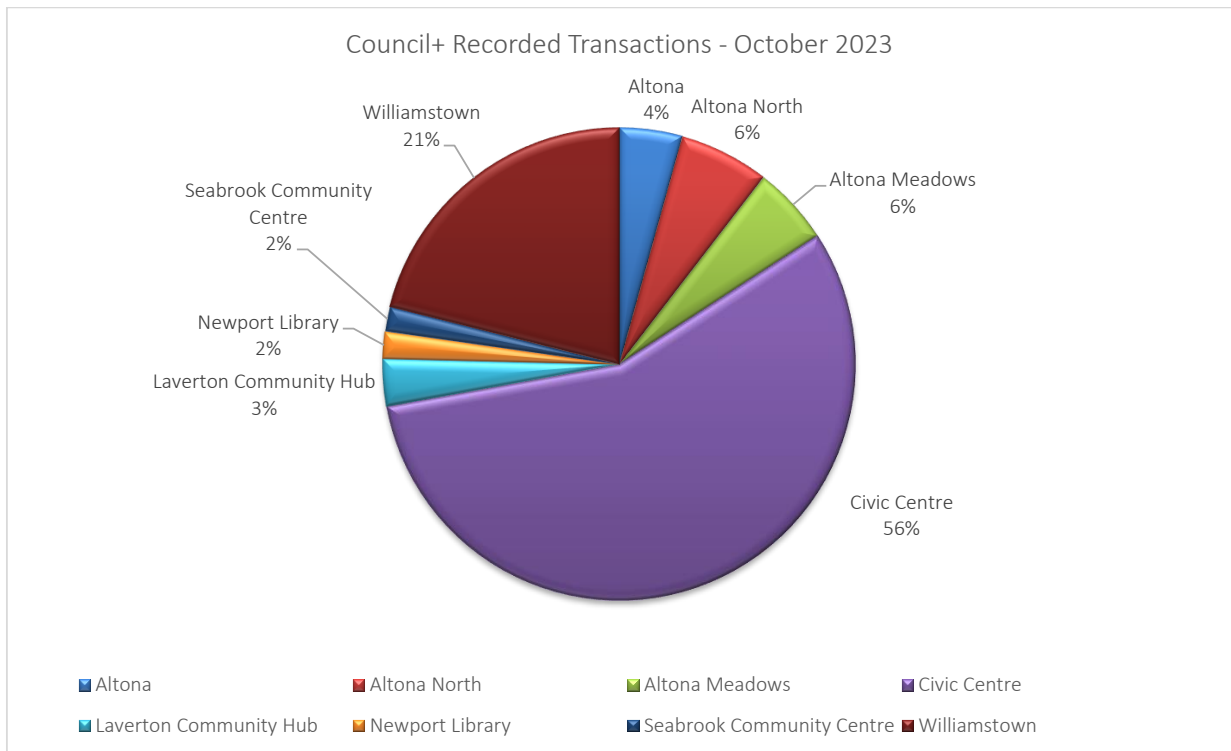
#### Newport Community Hub (NCH)

There were 170 bookings at NCH during October. Sixty-two people took part in the active program.

#### Seabrook Community Centre (SCC)

There were 146 bookings at SCC during October.

**Council+**



## Youth services



### Youth Counselling

Council's generalist youth counselling service delivered 59 face-to-face and online counselling sessions this month to 37 young people. At the end of the month there was an eight-week waiting period for a young person to access youth counselling services. Council is aware that the demand for youth counselling is ongoing and is currently advocating with other councils, organisations and Federal representatives for greater support.

### Youth programs and activities

Council ran 19 youth programs and activity sessions, resulting in 228 contacts with young people. This month, activities and programs included FReeZA Committee, Young Ambassadors group, Young Change Makers Challenge, the Newport Drop-In program and teen Mental Health First Aid.

### Youth-focused capacity building programs

Online and e-safety modules were promoted and provided through Council's website to parents and carers.

## Immunisations



### Immunisations

During October, Council's immunisation team held 15 immunisation sessions, 11 home visit sessions; administering 776 immunisations to 341 clients. Sessions were held at Williamstown Town Hall and Laverton Community Hub.

## Early years and family services



### Maternal and Child Health (MCH)

In October, there were a total of 90 infants born to Hobsons Bay families. The highest numbers of infants born were in Altona and Williamstown. The Universal MCH Service completed 1,016 consultations/appointments.

The Enhanced MCH Service received 20 new referrals and provided 65 ongoing consultations for vulnerable families. Twenty-three families received support packages from either St Kilda Mums or the Victorian Government Nursery Equipment program for vulnerable families.

### Parenting programs

During October, the following parenting support programs were delivered.

- 19 First Time Parenting groups
- 6 Sleep Support groups
- 17 Sleep Support Outreach appointments
- 7 Breast Feeding Support sessions
- 10 Circle of Security sessions

### Family/Social work support (MCH)

Council's MCH social worker responded to three new family violence referrals. Ten further consults were conducted in relation to family violence.

### Preschool Field Officer

The Preschool Field Officer (PSFO) program supports kindergarten educators to develop capacity and skills in delivering inclusive programs for all children, including those with additional needs. The PSFO program received 11 referrals in addition to providing 65 consultations to educators.

### Kindergarten registration

Nineteen three-year-old and 37 four-year-old registrations for kindergarten were processed.

### Occasional Care

Sixteen children (between 0-5 years) attended Council's Occasional Care program on Thursdays and Fridays, totalling 59 sessions.

### National Children's Week 2023

Children's Week ran between 21 and 29 October 2023. This year's theme was 'Children have the right to relax, play and to take part in activities they enjoy'. Thirty activities were available to children 12 years and under and their families.

## Services for older residents and residents with disabilities



### Planned Activity Groups (PAG)

Thirty-five PAG sessions were provided to 79 clients.

### Community Transport

Seniors transport provided 20 trips to 23 clients. Four social transport trips were provided to 12 clients.

### Aged assessment

Council undertook 84 assessments and 136 support plan reviews for services required by older residents.

### Delivered meals

During October, 157 residents received a meal delivered to their homes. In total 2,179 meals were provided to eligible residents.

### Home Maintenance

Eleven residents received a service through Council's Home Maintenance program.

### Hobsons Bay Seniors Festival 2023

The annual Seniors Festival ran throughout October with 30 separate activities being offered. This year's theme was 'Learn. Love. Live'.

Included in the program, was a walk through the back lanes and streets of Williamstown, information sessions on online safety, discussions focused on current affairs, promotion of the senior's exercise park, a tea dance, and a conservation bus tour.

## Arts, Culture and Events



### Old Laverton School

October user groups included Altona Brooklyn Kyokushin Karate and El-Shaddai Samoan Church group.

### Altona Theatre

During October users included Impulse Performance Studios, Hobsons Bay City Band, Step'n'out Performing Arts and Dance Network. The venue also hosted a three-day conference of the United Pentecostal Church of Caroline Springs.

A double feature by Damian Callinan was presented by Council as the final performance of the 2023 Arts at Your Doorstep season.



Image: 'Double Feature' at Altona Theatre

### Williamstown Town Hall

During October cultural performances were held by Aussie Bangle Sisterhood Inc, West Melbourne Marathi and Manor Lakes Tamil. Indclub Inc. hired the venue for three days for Wyndham Durgotsav, Williamstown North Primary School held a Trivia night, while Council hosted a Citizenship Ceremony and Hobsons Bay Western Rainbow Awards.

Regular immunisation sessions were held as well as meetings by The Williamstown Toastmasters, the All Aboard Club, Williamstown Historical Society and Williamstown Film Society. The Music Theatre Guild of Victoria also held a training and induction day for their judges.

### Brooklyn Community Hall

Brooklyn Hall has officially opened following refurbishments. Approximately 850 people used the hall this month, with groups including Kyokushin karate, EWC church group and Newport Calisthenics Club.

During October the hall was also used for bookings including Children's Week, Council professional development and Early Years sessions. Workshops for the community garden group and Hall operations group were also hosted at the hall.

### Brooklyn Community Hall Hall-o-ween

To celebrate Halloween and activate the newly renovated Brooklyn Community Hall, Council worked alongside the Brooklyn community to create an additional stop on their trick-or-treating route this year. More than 150 locals participated in spooky crafts and activities including cooking decorating and searching for treats in mystery boxes.



Image: Hall-o-ween poster

### Event applications and permits

Seven Expressions of Interest for event applications were received and 12 event permits were issued during October.

### Filming

Three filming permit applications were received in October. Two filming permits were issued during October which included one student film and one television production.

### Markets

Produce and food markets held this month included the Regional Farmers Market in Altona Meadows on 1 October 2023 and Williamstown on 8 October 2023, as well as the Spotswood Slow Food Market on 28 October 2023.

The Altona Lions Club Cherry Lake Market was held on 1 October 2023, while every Tuesday during October the Altona Beach Market took place. The Williamstown Craft Market was held at Commonwealth Reserve on 15 October 2023.

### Woods Street Arts Space

Over 33 events and activities were held at Woods Street Arts Space during October. Events this month included Indian dance classes, Soundstep Studios songwriting workshop and a creative art session with Little Art Big Art. From October, Woods Street Arts Space will open to the public on Thursdays and Fridays between 12pm and 6pm, in addition to the ongoing program of workshops, classes and rehearsals.



Image: Dr Rethika Ravi from Indian Classical Dance, Woods Street Arts Space

### Laneway Gallery

*Recollection* is a group exhibition by artists from Melbourne's west who participated in the 2023 Wunder Gym creative development program.

This year participants were mentored by artist Elvis Richardson and encouraged to find inspiration from local objects, sounds, images and materials.

Wunder Gym is a professional development program presented annually as part of Council's Creative Exchange Lab program, in partnership with Wyndham City Council.

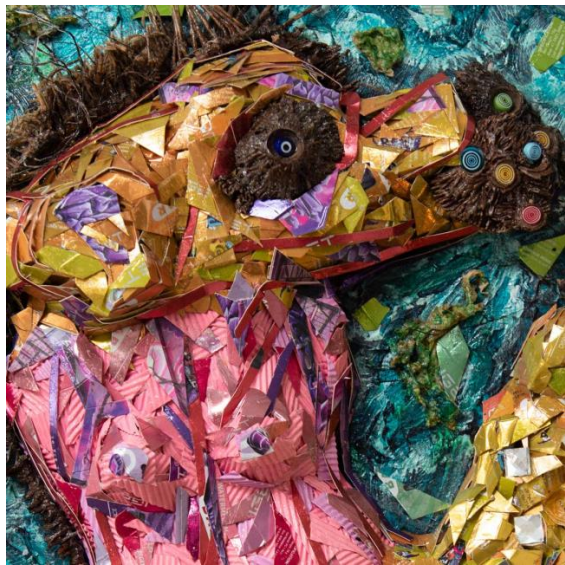


Image: Seahorse Woman, Frances Loriente

### Junior/Senior Beach Carnival

Lifesaving Victoria hosted the Junior/Senior Beach Carnival on Williamstown Beach on 15 October 2023.

### Western Suburbs Triathlon Club

Western Suburbs Triathlon Club hosted Race 2 of the current Duathlon series in Altona on 22 October 2023.

### Hobsons Bay Visitor Information Centre (VIC)

A total of 1,724 visitor contacts were made, 55 per cent were visiting from Victoria, 11 per cent were international visitors, 11 per cent were from interstate and 23 per cent were locals.

The Spring season of free guided walking tours continued on Tuesdays and Fridays.

The VIC service participated in the Victorian Seniors Festival, providing a variety of historic walking tours (all provided by volunteer guides). Visitors who attended these walks came from regional Victoria and metropolitan Melbourne.

Experience Hobsons Bay information stands were also held at Seaworks for visitors attending the *Pier Festival* and *Puppet Mayhem 2*.



Image: Experience Hobsons Bay stand

During October a mentoring program, focusing on storytelling began between seasoned and new volunteers.

On 12 October 2023, a familiarisation tour of the Tramboat was conducted for staff and volunteers.

### Airtime

Airtime is a temporary public art project that showcases the creative work of young people on a series of large flags at Queen Street Skate Park in Altona Meadows.

Currently on display is a new exhibition by young western region artist, Parminder Kaur Bhandra - *Earth, Body and Soul*.

*Earth, Body and Soul* will be on display until 2 February 2024.



Image: 'Royal Bloom' Parminder Kaur Bhandal

### Monster Mayhem

Halloween was celebrated at AB Shaw Reserve, Altona Meadows on 28 October 2023 with a family friendly program and fairground rides. Monster Mayhem was presented by the Altona Meadows Community Association and supported by a Council Make It Happen grant.



Image: Monster Mayhem at AB Shaw Reserve



Image: Monster Mayhem at AB Shaw Reserve

### Around the Bay

Bicycle Network produced *Around the Bay*, a riding event that took place on 8 October 2023. Four courses (50km, 100km, Classic and 300km) saw riders cycle through Hobsons Bay with rest stops in Commonwealth Reserve, Williamstown and Apex Park, Altona.



Image: Photo taken by Sam McSweeney (Bicycle Network)



### BrAshA-T Wheelathon

The fundraising event, held on 14 October 2023, aimed to raise awareness of A.T. (Ataxia-Telangiectasia) and the challenges faced by people with wheelchairs. The event included a wheel/walk around a designated circuit in Williamstown, which started and finished at the Royal Yacht Club Victoria (RYCV).



Image: 'BrAshA-T Wheelathon' in Williamstown



Image: 'BrAshA-T Wheelathon' in Williamstown

### Halloween Party in the Park

Organised by the Rotary Club of Williamstown and in partnership with other community groups and local businesses, the Halloween Party event at Leo Hoffman Reserve, Newport was well attended on 31 October 2023. Organisers mentioned that nearly 1,000 sausages were given away to local thrill seekers.

### Fringe Westside as part of Melbourne Fringe

Melbourne Fringe Festival is the longest-running multi-arts festival in Victoria. In Hobsons Bay, the local arts community is represented as Fringe Westside. This year, Melbourne Fringe Festival ran between 3 and 22 October 2023.

Forming part of Fringe Westside The Substation in Newport presented *Brolga: A Queer Koori Wonderland*, as well as *Wake* at the Italian Social Club in Altona North. *Puppet Mayhem* was produced by A Blanck Canvas at Seaworks in Williamstown and Woods Street Arts Space in Laverton joined with the Wyndham Cultural Centre in the presentation of *Recollection*.



Image: *Wake, The Rabble* presented by The Substation at Italian Social Club in Altona North

### Seaworks events

Seaworks in Williamstown hosted several major events during October, three of which were supported through Council’s Make It Happen grants program.

### The Pier Festival

A festival for queer women, gender diverse and their supportive friends and allies with a focus on women in music.

### Puppet Mayhem 2

Presented by A Blanck Canvas, *Puppet Mayhem 2* formed part of Melbourne Fringe Festival and Fringe Westside. Presented over four nights *Puppet Mayhem 2* attracted nearly 2,000 attendees.



Image: ‘Puppet Mayhem 2’

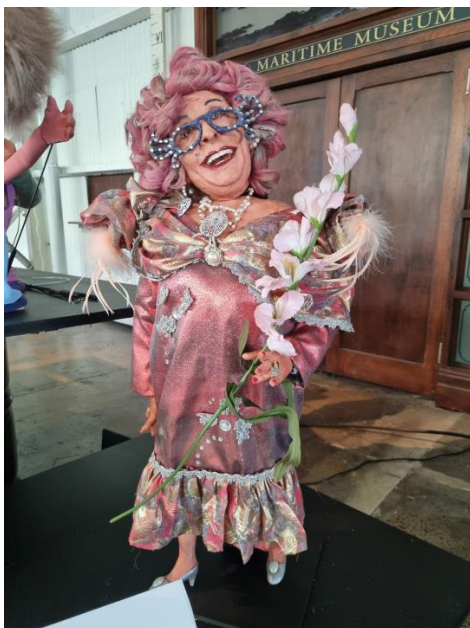


Image: ‘Puppet Mayhem 2’

### Williamstown Highland Celtic Festival

Williamstown Highland Celtic Festival presented a program of dancing, pipe bands, folk music and traditional food stalls, with more than 1,000 attendees.



Image: Williamstown Highland Celtic Festival



Image: Williamstown Highland Celtic Festival

### ATAI Bathukamma 2023

Australia Telangana Association presented the cultural event on 21 October 2023 at Westgate Sports Centre, Altona. Approximately 2,000 attended the event that was supported by Council through a Make It Happen grant.



Image: ATAI Bathukamma 2023

## Western Rainbow Awards

Council hosted the Western Rainbow Awards at Williamstown Town Hall on 6 October 2023. Supporting and promoting a more inclusive community, the awards brought together 200 people from six western-region municipalities and celebrated the achievements of five individuals and seven organisations and services.

### Award winners

#### *Advocacy (individual)*

April Huggins, Producer and advocate (Pier Festival among others)

#### *Health or Support (organisation)*

Ferguson Street Osteopathy, Williamstown

#### *Youth Focus Service (organisation)*

Crystal Queer, Brimbank Youth Services

#### *Community Leadership (individual)*

Courtney Davies, Mount St. Joseph Girls' College, Altona

#### *Leading Change (individual)*

Jacob Tiauli, Brimbank City Council Crystal Queer

#### *Young Person (individual)*

Spencer Morgan, Brimbank City Council Crystal Queer

#### *Lifetime Achievement (individual)*

Anastasia Le, Matchworks, Sunshine

#### *Advocacy (organisation)*

GenZine, Western Region

#### *Safe Spaces and Places (organisation)*

Littlefoot Bar, Barkly Street, Footscray

#### *Project or Program (organisation)*

Teachers Breakfast, Brimbank and Maribyrnong Youth Services

#### *Lasting Impact (organisation)*

Seddon Deadly Sins, Victoria Street, Seddon

#### *Rainbow Business (organisation)*

Pride of Our Footscray, Hopkins Street, Footscray



Image: Western Rainbow Awards at Williamstown Town Hall



Image: Western Rainbow Awards at Williamstown Town Hall

### 2023 Pride Program Community Liaison Group

The 2023 Hobsons Bay Pride program was supported by a Community Liaison Group, which met throughout 2023 as part of the Mayoral Program. The group influenced and co-designed the suite of rainbow programs and activities throughout 2023, including the Western Rainbow Awards.



Image: Community Liaison Group, supporting the Hobsons Bay Pride program

### Volunteering

During October, six Community Champion volunteers were trained and are now ready to demonstrate how to use the exercise stations at the Seniors Exercise Park at Donald McLean Reserve, Spotswood.



Image: Recently trained volunteers, demonstrating exercise stations at Donald McLean Reserve, Spotswood

### Hobsons Bay Community Fund Grants 2023 closed

The second round of Hobsons Bay Community Fund Grants for 2023 closed on 27 October 2023. Two grant streams were offered:

- Community Support Grants of between \$500 and \$3,000
- Impact Grants of between \$3,000 and \$10,000

Council provides funding to the Hobsons Bay Community Fund in support of its operations.

### Funding agreements

Council continues to support the community through providing funding agreements, a contribution of over \$500,000, to local community and neighbourhood centres and community organisations including:

- Altona Meadows Community Centre
- Hobsons Bay Men’s Shed
- Laverton Community Centre (Laverton Community Integrated Services)
- Louis Joel Arts and Community Centre
- Newport Community Education Centre
- South Kingsville Community Centre
- Walker Close Community Centre
- Williamstown Community Education Centre - (Williamstown and Spotswood)

### Inter-Agency Network Meeting

The fifth Inter-Agency Network meeting was held virtually on 3 October 2023, with WestJustice presenting on the services they provide in Hobsons Bay.

Noting the value of networking opportunities, it was agreed that future meetings will revert to an in-person format in 2024.

Karen Ingram, Manager of Louis Joel Arts and Community Centre and Alex Jedlicko, Manager South Kingsville Community Centre joined as new custodians of the network.

### Anjo 35th Anniversary Citizen Delegation visit

As part of the Sister City program, a delegation from Anjo in Japan visited Hobsons Bay between 12 and 16 October 2023. The Hobsons Bay International Friendship Association (HBIFA) worked in partnership with Council on the program which included a range of visits, including Toyota, a local school, Altona and Williamstown Beach, 100 Steps and other sites. The HBIFA coordinated the home stay arrangements.

Visitors included Mayor Motohito Mitsuboshi and Anjo City Council Chair Hogara Sugiyama.

The Anjo relationship spans 35 years, a milestone that was reaffirmed with the signing of a Declaration of Goodwill and Friendship at the Civic Centre on 12 October 2023.



Image: left to right Mr Atsushi Ogisu (Vice President of Anjo International Association), Joy Martin (Hobsons Bay International Friendship Assoc), Mrs Kaoru Shimada, Mr Junji Shamda (Japanese Consul General), Cr Peter Hemphill, Mr Motohito Mitsuboshi (Anjo Mayor), Mayor Cr Antoinette Briffa, Mr Hogara Sugiyama (Chairperson Anjo City Council), Cr Jonathon Marsden



Image: 35th Anniversary Declaration of Goodwill and Friendship

### Seabrook Homestead Coffee Run

The pop-up coffee cart continued at Seabrook, with the third monthly activity attracting approximately 70 people. The coffee cart is a 2023 Community Pitch commitment.



Image: Homestead coffee cart, Seabrook

## Strategy, Economy and Sustainability

### Economic development



#### Business workshop: Understanding SEO

Council hosted a free business workshop at Hobsons Bay Civic Centre on 19 October 2023. Facilitated by Jake Boyle from Jake Boyle Consulting, the workshop was designed for businesses wanting to optimise their online presence through Google's search results.

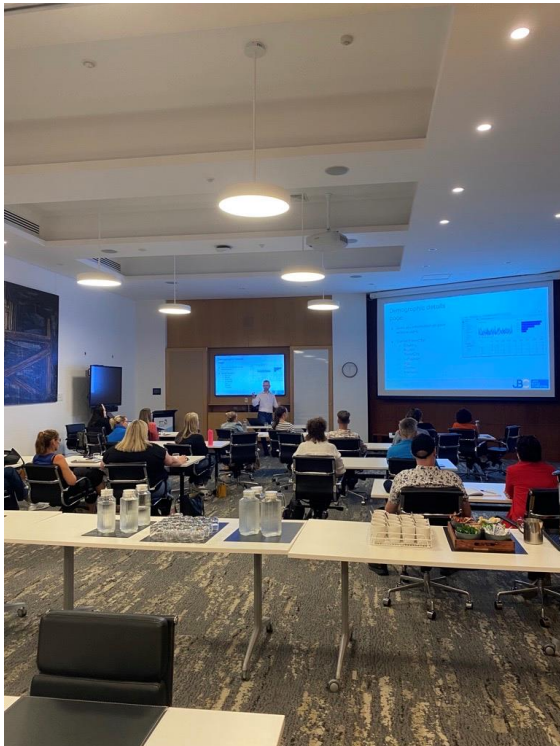


Image: Understanding SEO workshop, held for local businesses

#### Business networking

The October Business Networking morning was held at Heart of Hall Café in Newport on 3 October 2023. Business representatives from across Hobsons Bay attended for the opportunity to promote their business and network with others.



Image: Business networking morning at Heart of Hall Café

#### Business awards

Winners of the 2023 Hobsons Bay Business Excellence Awards were announced at an award gala on 25 October 2023

Category award winners were:

##### Creating Social Change and Diversity

TreeHaus Williamstown

##### Excellence in Customer Experience

Renew Hair

##### Excellence in Sustainability and Circular Economy

Gedlec Energy

##### Excellence in Innovation

Treehab Tiny Houses

##### New/Start-up Business

Oculus Dexter Optometry

##### Home Based Business

A Focused Birth

##### Mayoral Award - service to the community

Assist Ability Australia

### Economic development team on the road

The Economic Development team regularly works out of Council+ sites across Hobsons Bay, this month the team were at Altona Meadows newly refurbished library. The team welcome businesses to pop in for a chat, to ask questions, or provide feedback.



Image: Council's Economic Development team

### Roving entertainment

As part of a Pitch Your Project initiative, roving entertainment will be rolling out across business precincts each month. During October, live music was provided by local duo "In the Mood" in Hall Street, Newport. In Borrack Square, Altona North live music was provided by "Now and Then" as well as free face painting.



Image: In The Mood, performing in Newport

### Experience Hobsons Bay Tourism Strategy Engagement

To inform an update on the tourism strategy, Council is seeking preliminary feedback via a tourism survey which was launched on 11 October 2023 and will be open for consultation for four weeks. The consultation is being undertaken in line with the Visitor Economy Community Engagement Framework program and alongside the Draft Economic Development Strategy consultation.

To support the consultation, pop-up events were held at Grazeland on 27 October 2023, at Altona Beach Market on 31 October 2023, and at a business workshop held at Williamstown Town Hall on 30 October 2023.

To date, 192 surveys have been completed. The consultation closes on 12 November 2023.



Image: Promotional material for 'Tourism Hobsons Bay, Have your Say'

## Environmental sustainability



### Interactive waste and recycling education

Over 1,500 locals had the chance to climb into a Hobsons Bay recycling truck at *Monster Mayhem* on 28 October 2023. Along with the truck, Council officers were available to provide waste education and giveaways that promote alternatives to single-use products.



Image: Waste education and giveaways at 'Monster Mayhem'

### National Water Week

Over 3,000 people had a chance to celebrate *National Water Week* by getting involved in Council's water-themed activities at the STEAM Centre of Excellence Launch event (Altona Meadows Library) on 21 October 2023. Children of all ages were invited to experiment with the gravity-defying properties of water, play with colour-changing water cloths, and engage in imaginative play exploring how we can protect water.



Image: Celebrating National Water Week with water play at STEAM Centre of Excellence launch

### Waste and recycling education on buses

People across the municipality will now see advertising on local buses designed to change waste and recycling behaviours.

Bus advertising highlights the fact that real people sort through recycling and asks the community to think of these workers before putting general rubbish in the yellow recycling bin.

The advertising is part of the *Small Acts, Big Impact* campaign, funded by Sustainability Victoria through the Circular Economy Household Education Fund.

**Joe's job is to sort your recycling. Not your rubbish.**

**A small act makes a big impact.**

Keep general rubbish out of recycling.

HOBSONS BAY COUNCIL Sustainability Victoria VICTORIA

Image: Advertising aimed at changing local waste and recycling behaviours





Image: Advertising aimed at changing local waste and recycling behaviours

### School and kinder engagement

Council engaged with approximately 165 local children in October 2023 through the Beyond the Bin waste education program and the Food Education and Sustainability Training program.



### Strategic Planning

#### Consultation on Council's draft A Fair Hobsons Bay for All 2024-28

During October, Council continued to seek feedback on the draft A Fair Hobsons Bay for All 2024-28, Council's integrated social policy framework. Consultation commenced on 18 September 2023 and continued until 16 October 2023. The draft policy aims to embed fairness and equity in all Council's decisions and activities.

Feedback was collected via Council's Participate Hobsons Bay website and promoted through social media, drop-in sessions, promotional materials in Council facilities and direct correspondence with key stakeholders. A total of 17 submissions were received.

Feedback will be reviewed in the development of the final draft, which will be considered for adoption by Council at a future Council meeting.

#### Spotswood Heritage Amendment C137

Amendment C137 proposes to introduce new and revised heritage overlays to the Hobsons Bay Planning Scheme to protect buildings of local heritage significance in Spotswood.

The Amendment was exhibited for six weeks between 23 February 2023 and 6 April 2023, with 38 submissions received and reviewed by Council. An independent Planning Panel appointed by the Minister for Planning was held on 24 July 2023 to consider the submissions further and provide recommendations to Council on how the Amendment should proceed. The report of the Panel was provided to Council on 21 August 2023 and states that the Amendment is sound and should proceed subject to a few minor adjustments to heritage overlay boundaries.

The Panel's recommendations and revised Amendment documentation were presented to Council for consideration and adoption on 10 October 2023. The Council considered the Panel's recommendations and resolved to adopt the Amendment with changes.

The Amendment has now been lodged with the Minister for Planning for final approval.

## Emissions reduction



### All electric homes webinar

During October, Council ran a free online energy workshop on the topic of all-electric homes. Virtual attendees received the latest advice on transitioning to electric appliances, as well as information on the associated financial and environmental benefits.

### Business Renewables Buying Group

Council is supporting businesses to purchase renewable energy and cut their emissions through an innovative Business Renewables Buying Group. The Group will join like-minded businesses seeking to switch to 100% renewable electricity.

With the support of an external facilitator, the group will work collectively to scale up their buying power whilst cutting complexity, time, and cost associated with going 100% renewable.

The Business Renewable Buying Group is open to businesses across Victoria consuming over 500mWh per annum of electricity (spending ~\$100,000 per annum) and will be particularly of interest to businesses unable to access rooftop solar to meet their energy needs.

## Planning, Building and Health Update

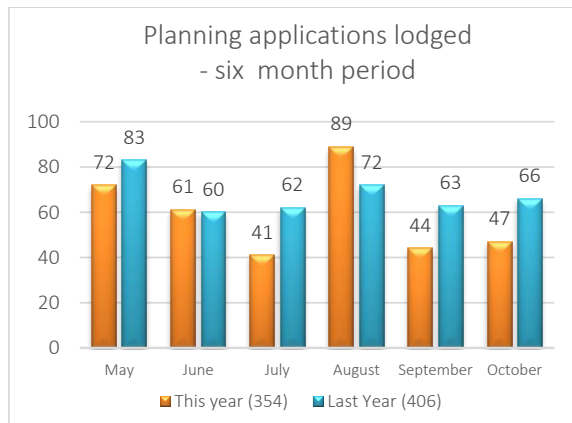
### Planning



#### Planning applications received

Council received 47 planning permit applications for the month of October.

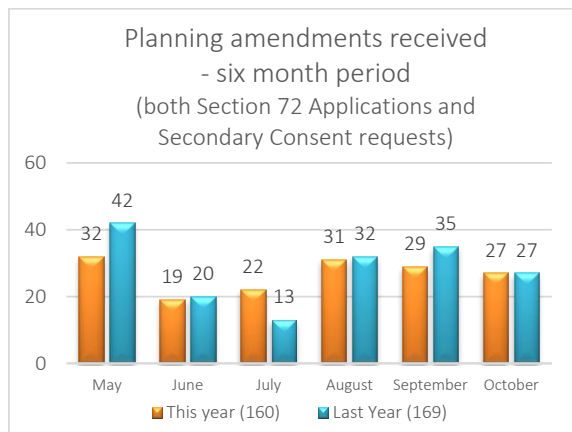
For the six-month period from May to October 2023, 354 planning permit applications were received, a 13 per cent decrease from the same period last year.



#### Amended permit applications lodged

Council received 27 planning permit amendment applications for the month of October.

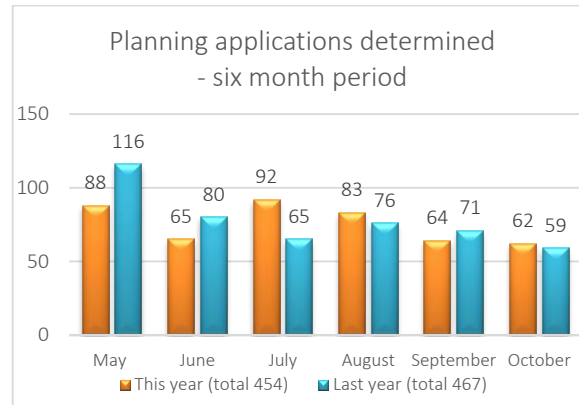
For the six-month period from May to October 2023, 160 planning permit amendment applications were received, a five per cent decrease from the same period last year.



#### Planning applications determined

Council completed 62 planning permit applications for the month of October.

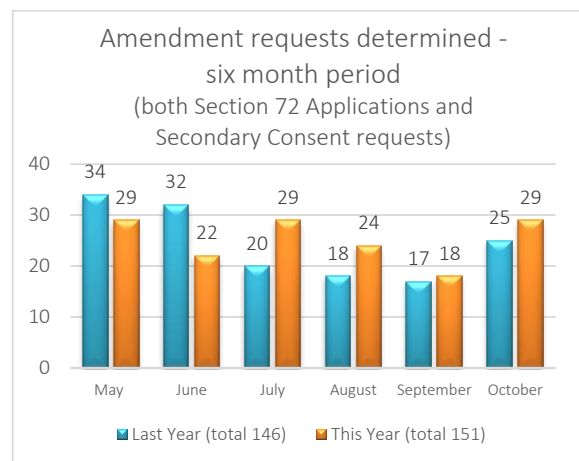
For the six-month period from May to October 2023, 454 planning permit applications were completed, a three per cent decrease from the same period last year.



#### Planning amendment requests determined

Council completed 29 planning amendment applications for the month of October.

For the six-month period from May to October 2023, 151 planning amendment applications were determined, a three per cent increase from the same period last year.



## VCAT

The Town Planning department received the following decision:

**Application Number:** PA220272  
**Address:** 28 Brook Drive, Altona  
**Proposal:** Construction of two double storey dwellings  
**Delegate Decision:** Permit Refusal  
**DPC Decision:** N/A  
**VCAT Decision:** Approval  
**Made by consent order?** No

**Application Number:** PA220279  
**Address:** 9 Edward Avenue, Altona North  
**Proposal:** Construction of two double storey dwellings  
**Delegate Decision:** Notice of Decision  
**DPC Decision:** N/A  
**VCAT Decision:** Approval (varied)  
**Made by consent order?** Yes

**Application Number:** PA210225  
**Address:** 31 Robertson Crescent, Laverton  
**Proposal:** Construction of three double storey dwellings  
**Delegate Decision:** Permit Refusal  
**DPC Decision:** N/A  
**VCAT Decision:** Approval  
**Made by consent order?** No

**Application Number:** PA220017  
**Address:** 274a Millers Road, Altona North  
**Proposal:** Use and development for a retirement village and restaurant, construct buildings and works in the Special Building Overlay and alter access in a Transport Zone 2  
**Delegate Decision:** Notice of Decision  
**DPC Decision:** N/A  
**VCAT Decision:** Approval (varied)  
**Made by consent order?** Yes

**Application Number:** PA220336  
**Address:** 1 Hudsons Road, Spotswood  
**Proposal:** Allow industry and manufacturing sales land uses, buildings and works, erect signage, reduce the statutory car parking rate, sale and consumption of liquor and live music  
**Delegate Decision:** N/A  
**DPC Decision:** Refused  
**VCAT Decision:** Approval  
**Made by consent order?** No

**Application Number:** PA220337

**Address:** 1 Hudsons Road, Spotswood

**Proposal:** Allow industry, office and retail premises, buildings and works and a reduction in the statutory car parking rate

**Delegate Decision:** N/A

**DPC Decision:** Refused

**VCAT Decision:** Approval

**Made by consent order?** No

## Delegated Planning Committee (DPC)

The following applications were considered on 24 October 2023 at the Delegated Planning Committee.

**Application Number:** PA220611

**Address:** 5,7 and 9 Jamison Street, Laverton

**Proposal:** Construction of 10 double storey dwellings

**Delegate Decision:** Approved

**DPC Decision:** Approved

## Planning applications of interest

There were no applications of interest to report this month.

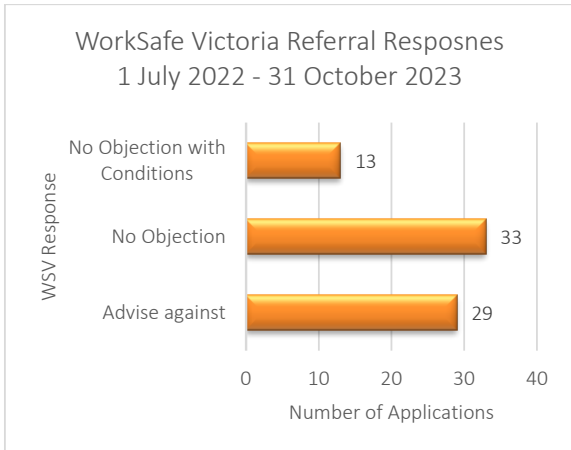
## Major Hazard Facilities

There are nine Major Hazard Facilities (MHF) in Hobsons Bay. WorkSafe Victoria (WSV) are the authority that provides advice to Council on planning applications for use and development in proximity to an MHF.

Council developed and adopted the Interim Management of Land Use Planning Around Major Hazard Facilities Guidelines (the Guidelines) to guide planning decisions. The Guidelines outline the Inner and Outer Advisory Areas around MHFs to determine whether an application should be referred to WSV.

Since 1 July 2022, Council's Statutory Planning team have referred 75 planning permit applications to WSV. WSV have provided the following responses:

- opposed 29 applications
- supported 46 applications (13 of which were subject to conditions)



An analysis of these responses has confirmed that WSV has requested either the removal of any use that proposes a significant attraction of people or have requested placing significant limits on the number of people that can work at or visit these sites.

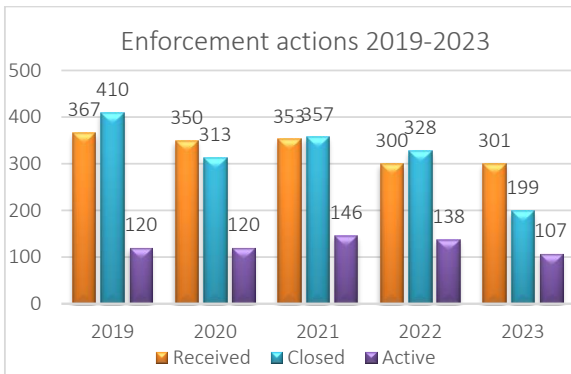
Of the 75 Applications referred to WSV, 31 involve warehouses or other low intensity industrial uses. There is a very small population expectation at these properties.

Whilst it appears that WSV in raw statistics supports development, the analysis of the response has confirmed that WSV generally oppose any use which seeks to significantly increase population growth and population attracting uses around MHF's.

The expansion of the Inner and Outer Advisory Areas would favour MHF operations.

**Active and significant enforcement matters**

Council received 28 planning enforcement issues for the month of October.



**Building**



**Permits and consents**

- Council's Municipal Building Surveyor issued one building permit
- 85 building permits were issued by private building surveyors
- 18 report and consent dispensation requests were determined

**Inspections and enforcement**

- 9 building notices/orders were issued
- 24 notices/orders were resolved/completed/cancelled
- 181 inspections occurred during the month

**Building information requests**

Council received 234 requests for information during October.

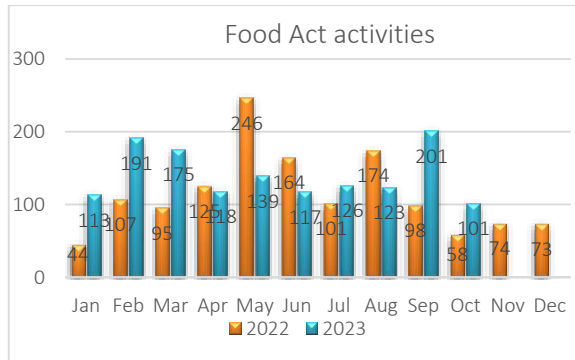
**Health**



**Food Act activities**

The following activities were recorded in October 2023 with the main activities being:

- 44 mandatory food assessments and inspections (Class one = 6, Class two = 33, Class three = 5)
- 7 new food premises registration inspections
- 13 plans assessments
- 3 progress inspections



### Client Managed Premises

Council has 23 client managed premises.

### Food sampling

No samples were taken from Class two premises during October 2023.

### Food recalls

Three food recalls were received in October 2023 due to:

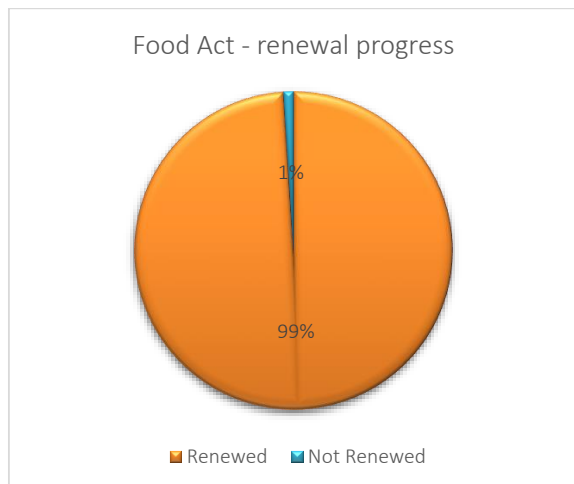
- Potential microbial contamination (Listeria monocytogenes) and was the result of government testing
- Microbial (Aureobasidium melanogenum) contamination
- Microbial (E. coli) contamination and was the result of routine testing by the company

### Outbreaks

No outbreak investigations were conducted in October 2023.

### Food renewals

Food premise registrations operate from 1 October to 30 September. All premises were notified to renew and pay their Food Act registration on 31 July 2023. All fees were due 30 September 2023. There are approximately 694 premises to renew. To date, Council has received 683 renewal applications and 671 payments.



### Foodtrader

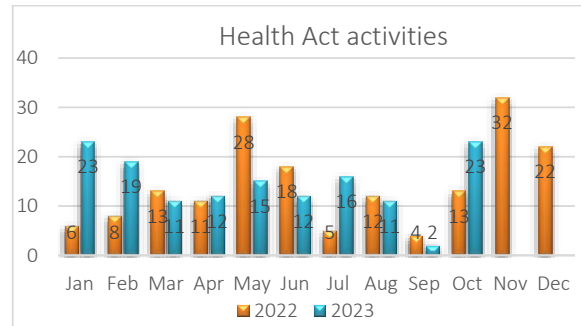
The following mobile and temporary food activities were recorded in October:

- 112 Statements of Trade lodged with Council
- 8 new registrations issued

### Public Health and Wellbeing Act activities

The following activities were recorded during October 2023:

- 18 mandatory public health inspections
- 1 new premises registration inspection
- 2 progress inspections
- 1 assessment of plans
- 1 transfer inspection



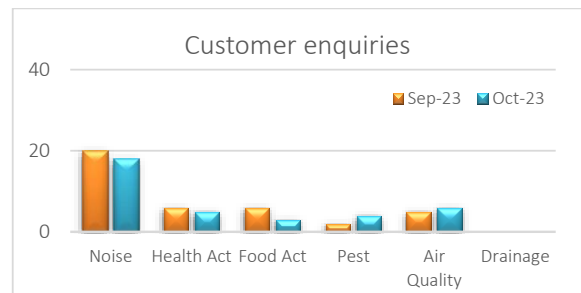
### Tobacco Act activities

During October 2023, no tobacco education visits were conducted.

### Customer enquiries

During October 2023, 36 customer requests were received relating to:

- noise (18)
- Health Act (5)
- Food Act (3)
- pest control (4)
- air quality (6)
- drainage (0)



## Governance

### Governance



#### Council Meeting Timetable

The Council Meeting was held on 10 October 2023.

#### Councillor Delegates to Council and Community Committees

- Cr Jonathon Marsden attended the meeting of the Metropolitan Transport Forum held on 4 October 2023
- Cr Matt Tyler attended the meeting of the LeadWest Joint Delegated Committee held on 4 October 2023
- Cr Peter Hemphill attended the meeting of the Hobsons Bay Community Fund held on 11 October 2023
- Cr Peter Hemphill attended the meeting of the Municipal Association of Victoria held on 13 October 2023
- Cr Peter Hemphill attended the meeting of the Substation Board held on 19 October 2023

#### Citizenship Ceremony

A Citizenship Ceremony for 122 conferees was held at the Williamstown Town Hall on 24 October 2023. The Ceremony was attended by Mayor Cr Antoinette Briffa, Deputy Mayor Cr Diana Grima, Cr Pamela Sutton-Legaud and Cr Matt Tyler. Our distinguished guests included Mathew Hilakari MP Member for Point Cook, Vanessa Tzounos Senior Sergeant Altona Police Station and Ron Hayward, Senior Leading Firefighter.

#### Record of Meetings attended by Councillors

Councillors attended the following meetings held between 1 October 2023 and 31 October 2023:

- 3 October 2023 Councillor Briefing Session attended by Cr Antoinette Briffa, Cr Diana Grima, Cr Peter Hemphill, Cr Jonathon Marsden, Cr Pamela Sutton-Legaud, Cr Daria Kellander and Cr Matt Tyler. Cr Tyler declared a conflict of interest.
- 17 October 2023 Councillor Briefing Session attended by Cr Antoinette Briffa, Cr Diana Grima, Cr Pamela Sutton-Legaud, Cr Daria Kellander and Cr Matt Tyler. No conflicts of interest were disclosed.

## Documents for Sealing

There were no documents that required sealing during the period.

## Local Laws



### Permits

- issued 0 disabled parking permits
- issued 252 residential permits
- issued 162 visitor permits
- issued 1,391 ticket machine permits
- logged 157 CHARM assignments
- impounded 2 derelict/abandoned vehicles
- issued 0 local law infringements

### Parking

- 218 logged CHARM assignments
- issued 0 parking infringements
- issued 0 warnings
- percentage of warnings issued were 0 per cent

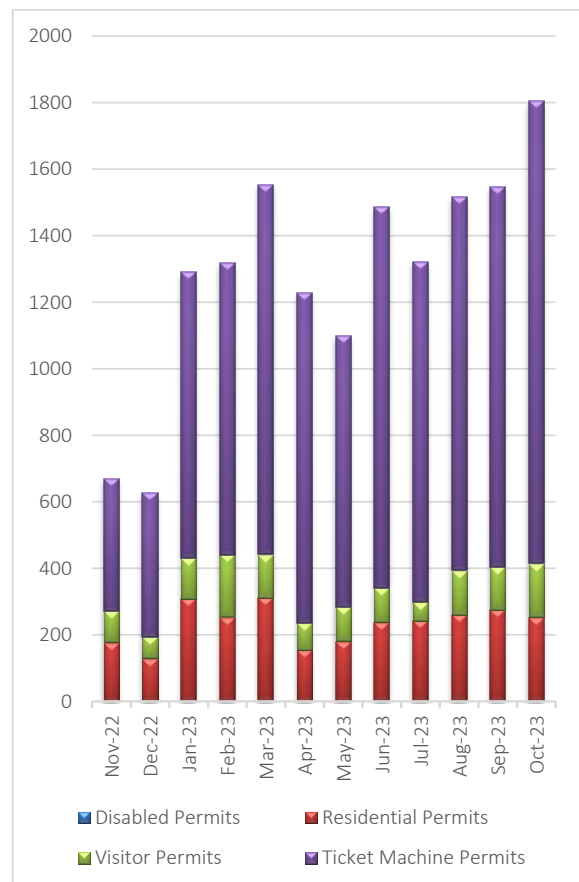
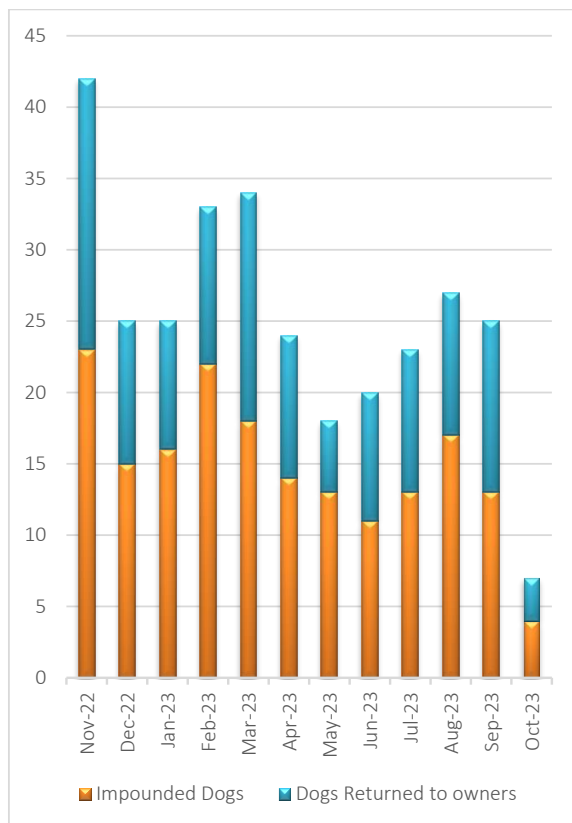


Image: The graph above illustrates the number of permits issued for October 2023

### Animal management

- logged 171 CHARM assignments
- 14,069 animals registered
- impounded animals at Lost Dogs Home (as at 30 September 2023)
  - dogs – 5 dogs impounded, 3 released
  - cats – 13 impounded, 0 released
- 4 animals returned to their owners by Council officers
- issued 0 animal infringement notices



*Image: The graph above reflects the number of dogs impounded and the number of dogs returned home by Council Rangers*



# Communications and Engagement



## Communications

### October 2023

Council manages corporate social media accounts on Facebook, LinkedIn and Instagram.

Social media is measured as below:

- Reactions: like, love, angry, haha, wow, sad



- Impressions: number of times our content is displayed in someone’s newsfeed
- Reach: total number of people who saw that content
- Engagement: number of times someone engaged with our content through clicks, reactions, shares comments

### Total performance summary across all corporate social media accounts

#### Performance Summary

View your key profile performance metrics from the reporting period.

<u>Impressions</u> <b>414,061</b> ↗ 17.9%	<u>Engagements</u> <b>24,233</b> ↗ 24%	<u>Post Link Clicks</u> <b>3,775</b> ↗ 54.1%
--	---	---

#### Engagement Rate (per Impression)

**5.9%** ↗ 5.1%

### Follower growth across all corporate social media accounts

Audience Metrics	Totals	% Change
<b>Total Audience</b>	36,622	↗ 0.3%
<b>Total Net Audience Growth</b>	259	↘ 24.5%
<u>Facebook Net Follower Growth</u>	103	↘ 47.4%
<u>Instagram Net Follower Growth</u>	48	↗ 37.1%
<u>LinkedIn Net Follower Growth</u>	108	↘ 3.6%

### Total followers per social media accounts

#### Facebook

Audience Metrics	Totals	% Change
<b>Followers</b>	21,083	↗ 0.5%
<b>Net Follower Growth</b>	103	↘ 47.4%
<b>Fans</b>	18,705	↗ 0.5%
<b>Net Page Likes</b>	74	↘ 12.9%
<u>Organic Page Likes</u>	93	↘ 7.9%
<u>Paid Page Likes</u>	0	→ 0%
<u>Page Unlikes</u>	19	↗ 18.8%

## Instagram

Audience Metrics	Totals	% Change
<b>Followers</b>	<b>7,743</b>	<b>↗ 0.6%</b>
<b>Net Follower Growth</b>	<b>48</b>	<b>↗ 37.1%</b>
<u>Followers Gained</u>	100	↗ 25%
<u>Followers Lost</u>	52	↗ 15.6%

## LinkedIn

Audience Metrics	Totals	% Change
<b>Followers</b>	<b>7,796</b>	<b>↘ 0.6%</b>
<b>Net Follower Growth</b>	<b>108</b>	<b>↘ 3.6%</b>
<u>Organic Followers Gained</u>	110	↘ 1.8%
<u>Paid Followers Gained</u>	0	→ 0%
<u>Followers Lost</u>	2	↗ —

## Performance per social media account

### Facebook

#### Performance Summary

View your key profile performance metrics from the reporting period.

Organic and Paid ▾

<u>Impressions</u> <b>319,767</b> ↗ 16.6%	<u>Engagements</u> <b>20,963</b> ↗ 22.9%	<u>Post Link Clicks</u> <b>2,808</b> ↗ 52.5%
--	---	---

Engagement Rate (per Impression)

**6.6%** ↗ 5.4%

### Instagram

#### Performance Summary

View your key profile performance metrics from the reporting period.

Organic and Paid ▾

<u>Impressions</u> <b>78,421</b> ↗ 13.4%	<u>Organic Engagements</u> <b>2,004</b> ↗ 15%	<u>Profile Actions</u> <b>371</b> ↗ 126.2%
---	--	---

Engagement Rate (per Impression)

**2.6%** ↗ 1.5%

## LinkedIn

### Performance Summary

View your key profile performance metrics from the reporting period.

<u>Impressions</u> <b>15,873</b> ↗ 101.7%	<u>Engagements</u> <b>1,266</b> ↗ 67.9%	<u>Post Clicks (All)</u> <b>967</b> ↗ 59%
--	--	--

Engagement Rate (per Impression)

**8%** ↘ 16.8%

## Highest engagement posts for 1 to 31 October 2023

### Facebook

**Hobsons Bay City Council**

Thu 10/26/2023 8:57 pm PDT

The business community came together Wednesday evening to celebrate all finalists of the 2023 Hobsons Bay Business...

<b>Total Engagements</b>	<b>5,642</b>
Reactions	81
Comments	8
Shares	4
Post Link Clicks	139
Other Post Clicks	5,410

**Hobsons Bay City Council**

Tue 10/17/2023 2:50 pm PDT

👏 Signcraft, Sweeney's Swim School, Treehab Tiny Houses and Wishkeeper have all been selected as finalists in the excellen...

<b>Total Engagements</b>	<b>3,124</b>
Reactions	245
Comments	46
Shares	6
Post Link Clicks	110
Other Post Clicks	2,717


**Hobsons Bay City Council**

Thu 10/12/2023 8:59 pm PDT


🌟 As part of the 2023 Hobsons Bay Business Excellence Awards, we are proud to announce Jim's Self Storage, Mabel and...

<b>Total Engagements</b>	<b>3,090</b>
Reactions	145
Comments	14
Shares	9
Post Link Clicks	82
Other Post Clicks	2,840


## Instagram

 **hobsonsbaycc**  
Sun 10/15/2023 7:37 pm PDT


Williamstown's foreshore precinct is set for a significant revamp, and the community is invited to have its say on three key project...




<b>Total Engagements</b>	<b>249</b>
Likes	201
Comments	11
Saves	11

 **hobsonsbaycc**  
Tue 10/10/2023 3:30 pm PDT


🔥 It's going to be hot and dry this year 😞  
🌱 Our newly planted street trees receive regular watering and maintenance, but...



<b>Total Engagements</b>	<b>168</b>
Likes	149
Comments	5
Saves	2


 **hobsonsbaycc**  
Thu 10/12/2023 8:59 pm PDT

🏆 As part of the 2023 Hobsons Bay Business Excellence Awards, we are proud to announce Jim's Self Storage, Mabel and...




<b>Total Engagements</b>	<b>135</b>
Likes	128
Comments	5
Saves	2

## LinkedIn

 **Hobsons Bay City Council**  
Wed 10/18/2023 12:15 am UTC


The sunshine ☀️ The breakfast spread 🍳  
The smiles 😊 What a perfect way to celebrate Ride to Work day and our amazi...




<b>Total Engagements</b>	<b>368</b>
Reactions	98
Comments	2
Shares	0
Post Clicks (All)	268

 **Hobsons Bay City Council**  
Tue 10/24/2023 4:32 am UTC


We were thrilled to officially launch the STEAM Centre of Excellence at the Altona Meadows Library on Saturday, Hobsons Ba...



<b>Total Engagements</b>	<b>209</b>
Reactions	15
Comments	0
Shares	0
Post Clicks (All)	194

 **Hobsons Bay City Council**  
Thu 10/26/2023 2:26 am UTC

Meet the project manager, community development coordinator and community development officer behind the redevelop...



<b>Total Engagements</b>	<b>174</b>
Reactions	57
Comments	4
Shares	4
Post Clicks (All)	109

## Website top pages viewed

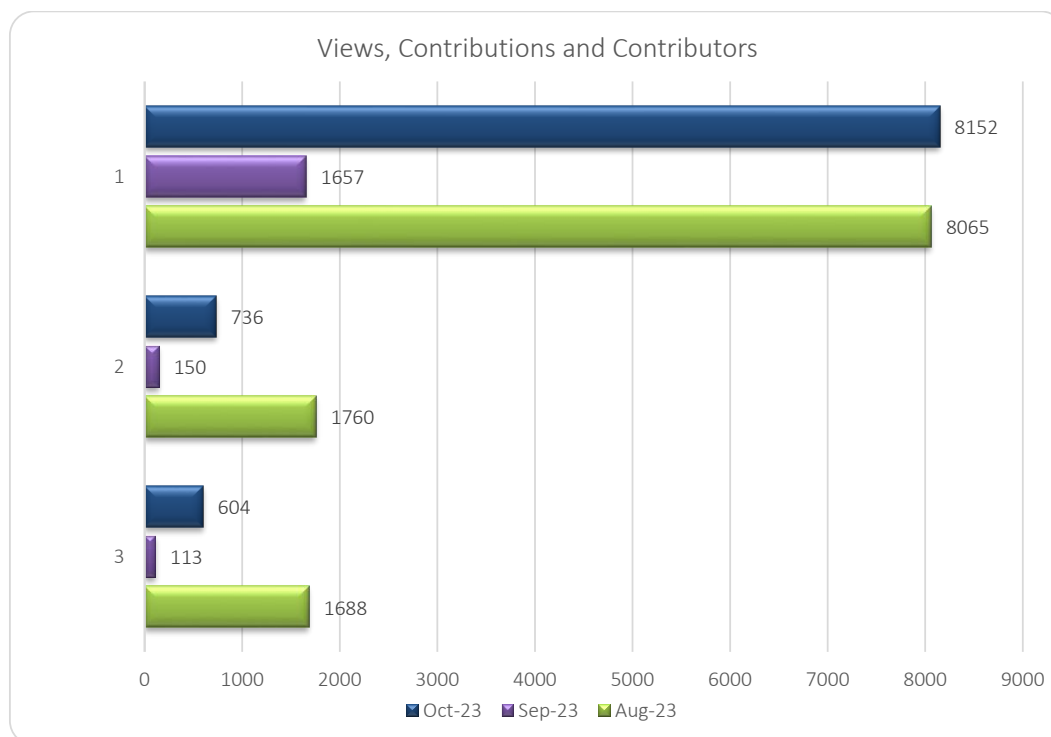
Page path and screen class	↓ Views	Users	Views per user	Average engagement time
	150,771 100% of total	45,064 100% of total	3.35 Avg 0%	0m 57s Avg 0%
1 /Home	23,083	13,809	1.67	0m 18s
2 /Libraries	9,663	4,343	2.22	0m 24s
3 /Website-Information/Search-Results	7,615	3,671	2.07	0m 33s
4 /Community/Community-services/Families-children/Childrens-Services/Hobsons-Bay-Childrens-Week	4,929	3,157	1.56	0m 18s
5 /Community/Whats-On	3,491	879	3.97	1m 34s
6 /Services/Planning-Building/Find-a-planning-application-in-Greenlight	3,375	1,599	2.11	0m 23s
7 /Services/Payments-Permits/Parking-permits-register-renew-and-cancel	3,322	2,028	1.64	0m 50s
8 /Services/Payments-Permits/Infringements	2,872	1,894	1.52	0m 17s
9 /Services/Waste-Recycling/When-will-my-bins-be-collected	2,811	1,873	1.50	0m 30s
10 /Services/Waste-Recycling/Hard-waste	2,665	1,584	1.68	1m 01s

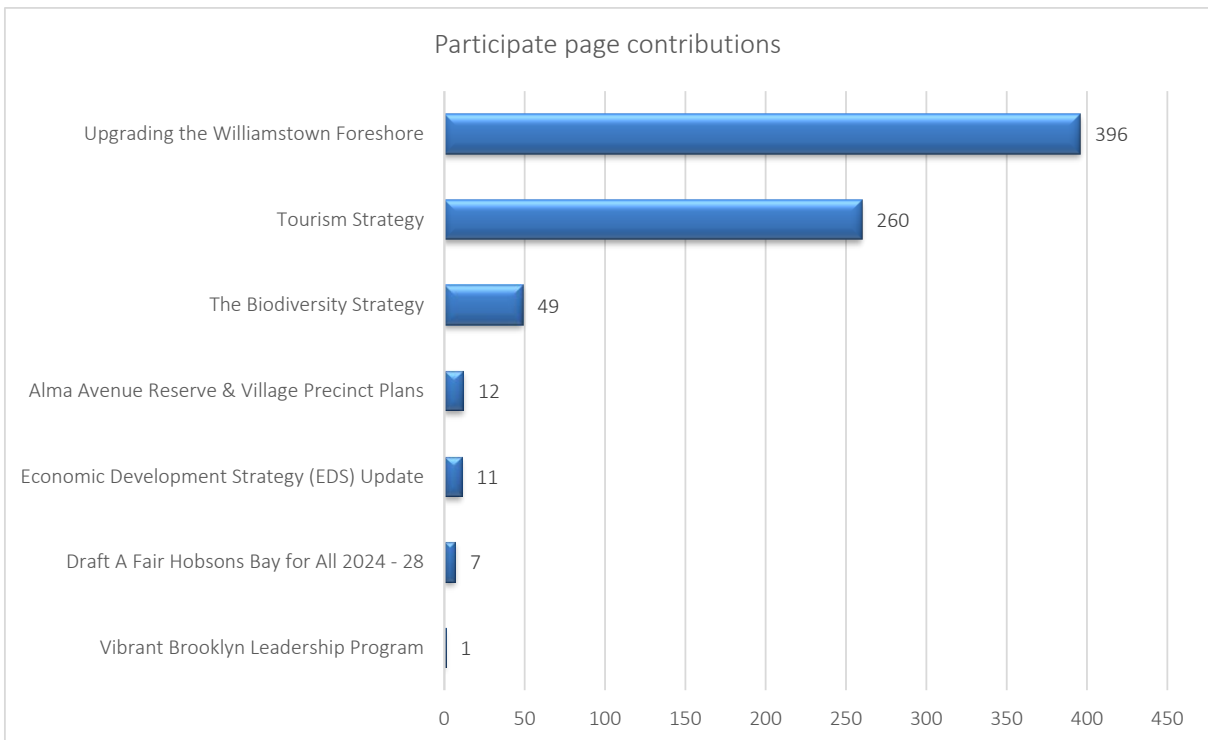
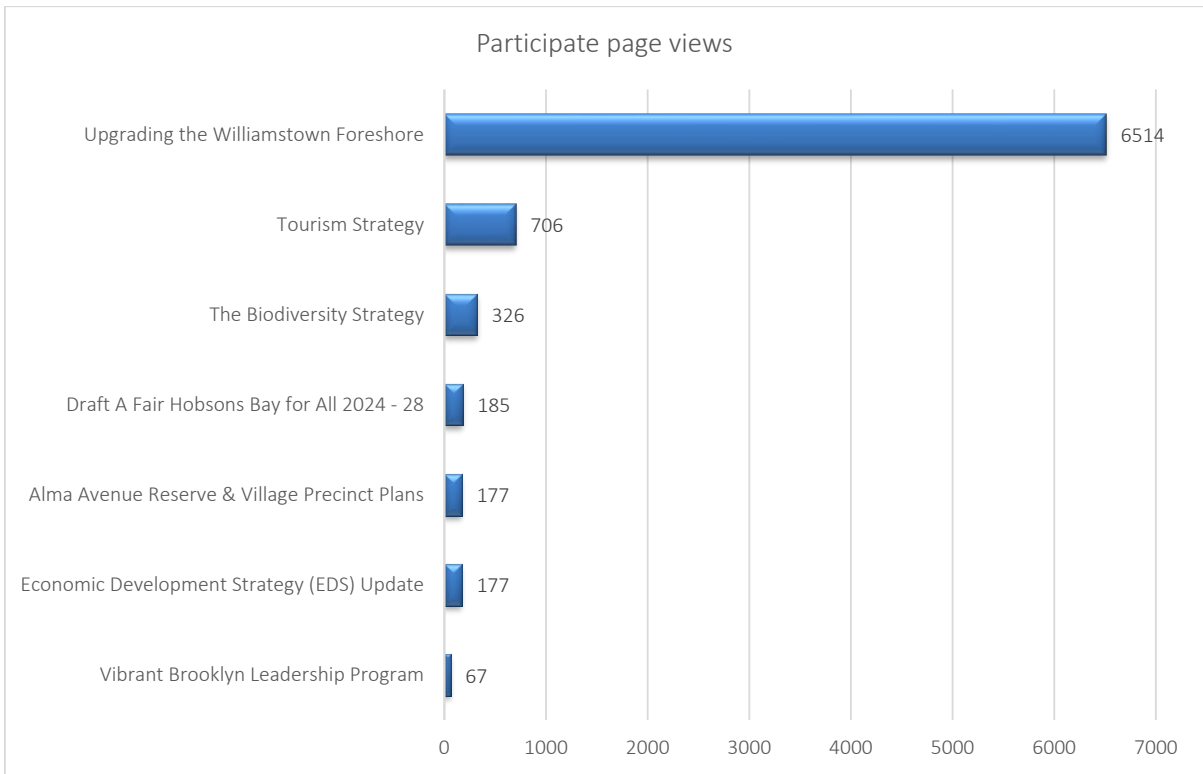


## Engagement

### Participate Hobsons Bay statistics

Participate Hobsons Bay, the online community engagement website [participate.hobsonsbay.vic.gov.au](https://participate.hobsonsbay.vic.gov.au) received the below highlights for October 2023.





## Current consultations – October 2023

### The Biodiversity Strategy 2024 – 2034



The Biodiversity Strategy is the primary strategic document for guiding the preservation and enhancement of biodiversity within Hobsons Bay. We welcome feedback on the Draft Biodiversity Strategy 2024-34 on [Participate](#) and have scheduled drop-in sessions at Newport Lakes Reserve and Truganina Explosives Reserve to provide opportunities for community engagement and input.

Consultation dates: 13 September to 11 October 2023

### Draft A Fair Hobsons Bay for All 2024 - 28



Council has crafted Draft A Fair Hobsons Bay for All 2024-28, aiming to embed fairness and equity in all decisions. Developed with input from priority populations and the broader community, it updates A Fair Hobsons Bay for All 2019-23, Council's initial social policy framework. We welcome your input via a survey or written response on [Participate](#). Your input is vital in shaping the final draft for potential adoption later in 2023.

Consultation dates: 18 September to 18 October 2023

### Economic Development Strategy (EDS) Update



Council has prepared a new Economic Development Strategy (EDS) and we are now seeking community feedback. The draft strategy will guide Council's work to support the growth of the local economy over the coming years. You can have your say on the draft EDS on [Participate](#) until 12 November 2023.

Consultation dates: 11 October to 12 November 2023

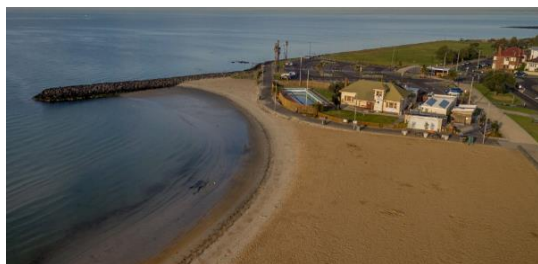
### Tourism Strategy



We are updating our Tourism Strategy to help shape the Hobsons Bay visitor economy over the next five years. To inform the preparation of the new strategy, we have asked the community to identify priorities for our tourism assets and understand any impacts on the local community. Through community engagement we hope to understand what the community envisions for the future of tourism in Hobsons Bay and identify key areas for opportunity in the local visitor economy. You can inform the Tourism Strategy on [Participate](#) until 12 November 2023.

Consultation dates: 11 October to 12 November 2023

### Upgrading the Williamstown Foreshore



Council is planning upgrades in the Williamstown Beach Foreshore precinct, emphasising community input. The concept design outlines open spaces and aims to meet community needs and enhance tourism while preserving the coastal landscape. Upgrades are also planned for Rifle Range Reserve, including tree plantings, habitat enhancements, and amenity improvements. Feedback is sought on tree species selection and the Williamstown Swimming and Life Saving Club Redevelopment, which includes various improvements. Community input is welcomed on [Participate](#) until 10 December 2023.

Consultation dates: 14 October to 10 December 2023

### Vibrant Brooklyn Leadership Program



Vibrant Brooklyn Leadership program is now open for expressions of interest. [Join us](#) to enhance leadership skills, foster local connections, and drive community initiatives around Brooklyn Hall, Brooklyn Reserve, and the vicinity. Our goal is to strengthen Brooklyn's community bonds with a sustainable, inclusive leadership framework. The program starts on 7 December 2023 at 7 pm, with bi-weekly meetings. We will support you in turning ideas into community projects for a brighter future.

Consultation dates: 24 October to 24 November 2023

### Alma Avenue Reserve & Village Precinct Plans



Construction at Alma Avenue Reserve begins in late February 2024, featuring a new playground, gathering space, improved landscaping, and updated park furniture. Concurrently, precinct plans encompassing Alma Avenue Shops and local streetscapes are under development. Although project funding is pending in the Council's capital works budget, we are actively engaging with the local community and traders to garner valuable feedback. Your input plays a pivotal role in shaping the design and future of this vital local village precinct, with a focus on enhancing functionality, safety, aesthetics, and community-driven amenities. [Have your say now.](#)

Consultation dates: Late Oct – Early Nov 2023





## Advocacy

---

### **Housing**

This month, Council wrote to the Victorian Minister for Housing, The Hon. Harriet Shing in relation to the re-build of the public housing (tower) buildings located in Williamstown as part of the Victorian Government's Housing Statement.

Council is seeking to work in partnership with the Victorian Government on the renewal of two public housing towers located within Hobsons Bay.

### **Gambling Harm**

Council wrote to the Victorian Minister for Casino, Gaming and Liquor Regulation, The Hon. Melissa Horne to commend the Victorian Government for the proposed electronic gaming machine (EGM) reforms announced in July, and to urge the government to implement the reforms swiftly and effectively, with consideration given to additional harm prevention measures such as reducing the number of EGMs in local communities and lowering maximum bets to one dollar – as per Council resolution on 12 September 2023.

Council also wrote to the Federal Minister for Social Services, The Hon. Amanda Rishworth requesting that the Federal Government accepts and implement all recommendations arising from the House of Representatives Standing Committee on Social Policy and Legal Affairs' inquiry into online gambling and its impacts on those experiencing gambling harm, including the development of a national strategy for online gambling harm reduction, and implementation of a phased ban on all forms of advertising for online gambling – as per Council resolution on 12 September 2023.

### **Public Transport – Buses**

Council supported the Melbourne Transport Forum's Better Buses Campaign by promoting the Better Buses Community Survey via Council's social media channels.

### **Better Places**

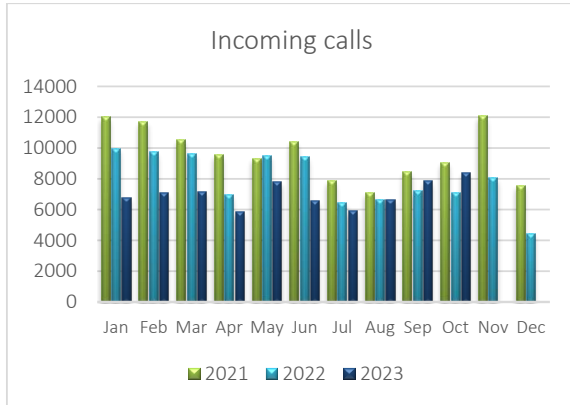
Council wrote to the Victorian Office of Suburban Development to seek for Laverton to be included in the Victorian Government Suburban Revitalisation Board program. The Suburban Revitalisation Boards help to identify, support and deliver local economic and community renewal opportunities in selected activity centres across metropolitan Melbourne. Other locations include Broadmeadows, Frankston and Tarneit.

## Our Performance

### Customer Service

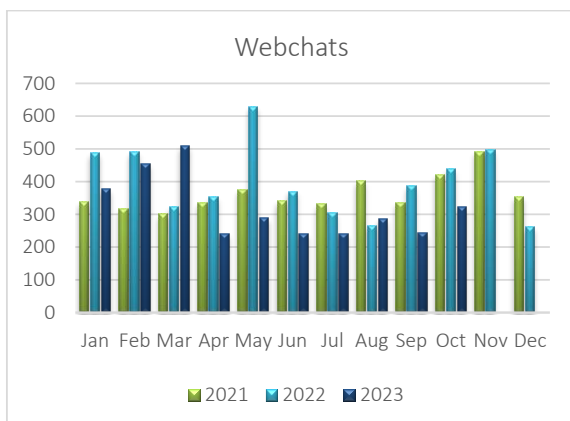


Hobsons Bay City Council monitors its interaction with the community in order to assist in performance improvement and ensure that community needs are met.



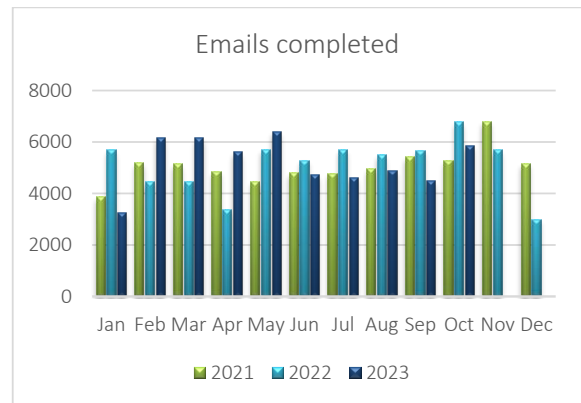
Top enquiries coming from incoming calls are for the following service areas:

- Waste (526)
- Local Laws (520)
- Assets (488)
- Town Planning (457)
- Animals (312)
- Rates (306)
- Community Support (231)
- City Works & Amenities (213)



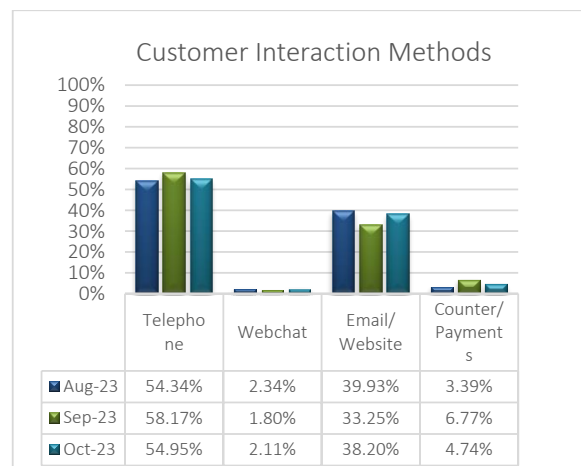
Top reasons our customers contacted Council via Web Chat related to the following service areas:

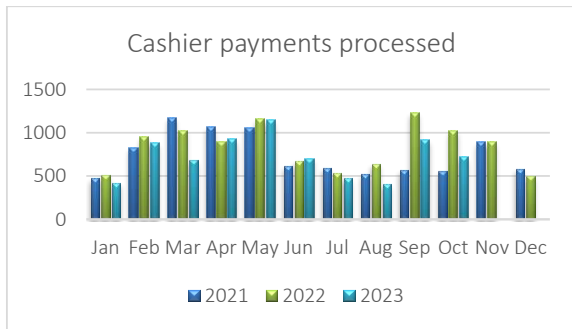
- Waste (53)
- Rates (41)
- Assets (25)
- Town Planning (25)
- Animals (21)
- City Works & Amenities (21)
- Parking Permits (20)
- Local Laws (17)



Top enquiries coming from emails are for the following service areas:

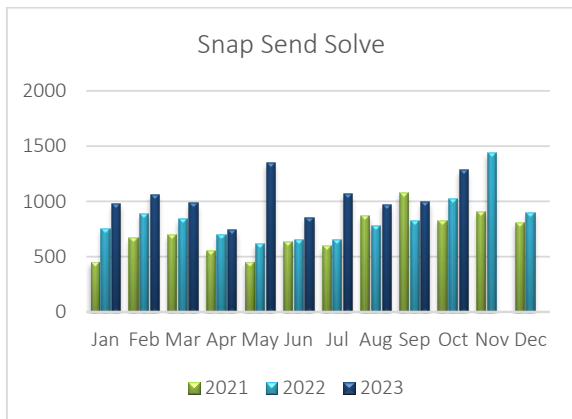
- City Works & Amenities (928)
- Waste (431)
- Local Laws (354)
- Cashier inbox (344)
- Rates (249)
- Animals (144)
- Facilities (71)
- Town Planning (43)





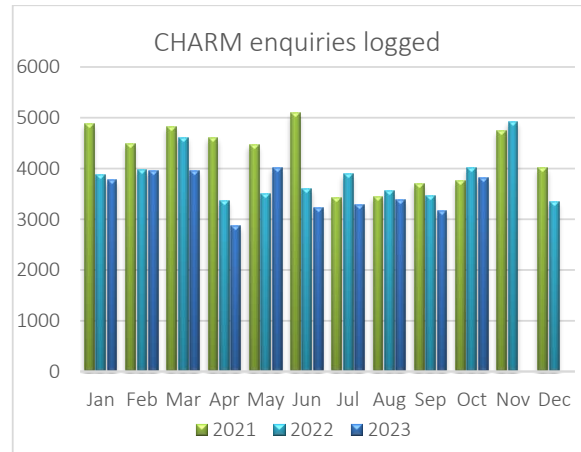
Back to a steady number of payments coming through the front counter at the Civic Centre.

**Snap Send Solve** is a free app for iPhone or Android devices that allows visitors and residents of Hobsons Bay to easily report issues to Council by capturing a photo of an issue and having this information sent directly to Council for review.



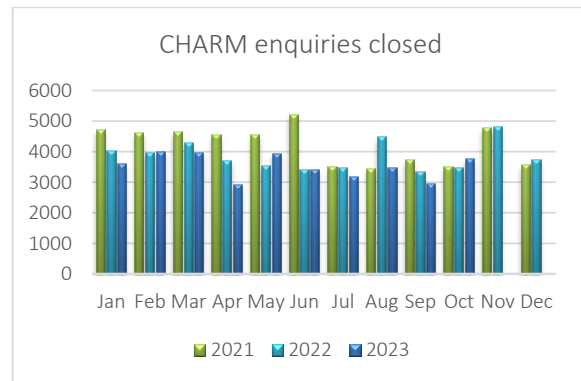
Snap Send Solvers are at it again with a promotion to driver snappers! This, plus some warmer weather earlier in the month saw an increase in Snap Send Solve's.

Council's Customer Help and Resolution Management (CHARM) system is used to record customer requests, which are primarily received via phone, Snap Send Solve and email.



Top CHARM requests logged related to the following service areas:

- Garbage (420)
- Council building maintenance (336)
- Street trees (312)
- Dumped rubbish (242)
- Parking (229)
- Green waste (200)



Top CHARM requests closed related to the following service areas:

- Garbage (401)
- Council building maintenance (346)
- Street trees (253)
- Dumped rubbish (247)
- Parking (214)
- Green waste (210)

## Financial Management

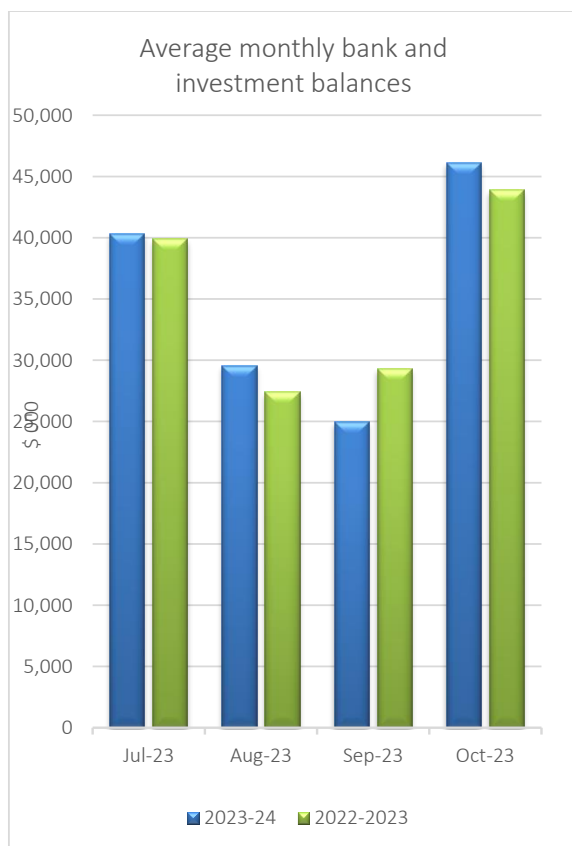


### Financial statistics

The average balance of cash and investments during October 2023 was \$45.941 million. This compares to the average balance of \$25.0 million in September 2023 and an average balance of \$29.499 million in August 2023.

The closing balance of cash and investments at the end of October 2023 was \$44.595 million. Compared to \$35.752 million at the end of September 2023 and \$23.121 million at the end of August 2023.

Council investments at the end of October 2023 included cash and at call investments of \$4.595 million and term deposits of \$40.000 million, with an average date to maturity of 99 days and an average interest rate of 4.74 per cent.



The balance of outstanding debtors for October 2023 was \$2.552 million compared to an average balance of \$2.581 million over the last twelve months.

The value of receivables invoices issued in October 2023 was \$ 2.053 million compared to \$226,000 in September 2023.

Amounts outstanding over 90 days at the end of October 2023 total \$784,000 representing 30.7 per cent of total debts.

The most significant debtor groups over 90 days includes capital works, parks and recreation, city maintenance and property.

The provision for doubtful debts at the end of October 2023 is \$825,000 or 32.3 per cent of total debts.

### Hardship Policy



Any person who currently requires financial assistance can apply online and may be invited to enter into an interest-free repayment plan and/or assessed for a waiver of rates if they provide evidence for consideration and meet the criteria as set out in Council's hardship policy.

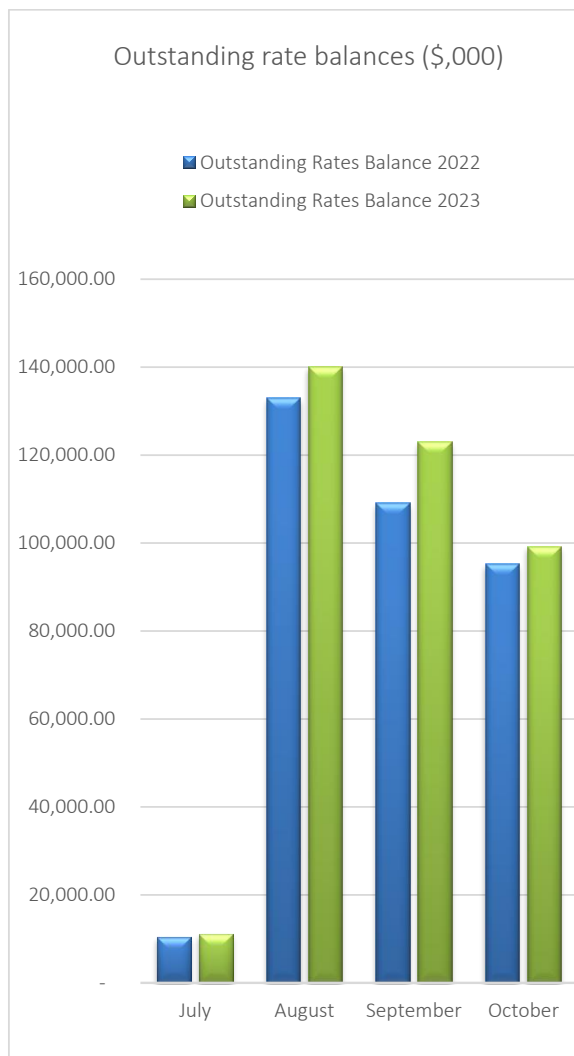
As of 31 October 2023, there is a total of 358 ratepayers, with arrears totaling \$2.49 million, listed on the Council's interest-free repayment register. Council has waived over \$35,120 in interest charges since the start of the 2023/24 financial year. Council continued to receive regular payments in September and the total amount of arrears outstanding as of 31 October 2023 is just over \$99 million.

## Revenue statistics



Rates income as of 31 October 2023 was \$43.279 million compared to the year-to-date budget of \$43.232 million. This is made up of general rates (\$39.154 million), waste collection charges (\$4.352 million), and interest on rates (\$53,375). These are offset against hardship rate waivers (\$1,307) and concession rebates (\$426,000).

The Outstanding Rates Balance as of 31 October 2023 was \$99.253 million. This is made up of general rates (\$97.785 million) and hardship groups (\$.403 million).



## Procurement



Tenders have been called for the following:

- 2023:23 Pipeline Reserve Seabrook- Upgrade Works
- 2023:41 McCormack Park Stage one works
- 2023:51 Altona Hockey Pavilion Design Works
- 2023:42 McCormack Park Foot Bridge – Design and Construct
- 2023:18 Civil Works Panel Category – Minor and Major Works
- 2023:49 Technical Consultant Panel

The following tenders have been closed and are being evaluated:

- 2023.13 Telecommunications
- 2023.26 Management and Operation of Laverton Swim and Fitness Centre
- 2023: 05 Roads and Drainage Maintenance Services
- 2023.27 Provision of Planning Notices
- 2023.28 Statutory Planning Consultant Services
- 2023.39 Williamstown Mechanics Institute (Masterplan Design)

The following contracts have been awarded under Council resolution:

- 2023.09 Recycling 2.0 Contamination Audits

The following contracts have been awarded under financial delegation:

- 2023.12 Bruce and Cropley Street Reserves upgrades
- 2023.37 Operations Centre – Consultant

## Enhancing our community

The Infrastructure and City Services Directorate has delivered and continues to deliver a range of projects and services across the municipality.

### West Gate Tunnel Project



Works on widening the West Gate Freeway from eight lanes to 12 is nearing completion. Works continue at the tunnel portals including ventilation structures, road pavement surfacing, gantry installation, the Hyde Street ramps and various paths and landscaping.



Image: Works at the Williamstown Road interchange showing the Hyde Street ramps and the inbound tunnel portal

WGTP has commenced construction of the shared walking and cycling path connecting Stony Creek Reserve to Spotswood station with connections to the proposed Federation Trail.

Located between the railway line and Hall Street, the introduction of the shared user path along this area will result in the temporary removal of the parking area next to the railway on Hall Street. Once completed safer parallel parking will be reinstated along Hall Street. Completion of works is expected before the end of December 2023.

### West Gate Neighbourhood Fund (WGNF)

The West Gate Neighbourhood Fund is a \$10 million community grants program established by WGTP MTIA to support communities in Melbourne's inner west, prioritising those who are most affected by the construction of the West Gate Tunnel Project.

Applications for WGNF Partnerships (Round 2) and Active Community Grants are now being assessed with announcements of successful projects expected by the end of November 2023.

### Level Crossing Removal Projects

Council has established two Level Crossing Removal Community Interest Groups (CIG). The Groups relate to:

- Champion Road and Maddox Road, Newport
- Hudson Road, Spotswood.

These new groups will meet over the coming months and with assist Council in forming its response to these projects.

LXRP held community information sessions at the Newport Community Hub for the removal of the level crossings at Maddox Road and Champion Road, Newport.

Council is providing input to LXRP on the Maidstone Street, Altona Level Crossing Removal Project due to be removed by 2027. Initial works have commenced on traffic surveys on Maidstone Street and adjacent roads, land and utility surveying across the site and rail corridor, and environmental assessments.



Image: Maidstone Street level crossing

### Pavilion and Reserves update



#### HC Kim Reserve Upgrade

The pavilion and sports fields at HC Kim Reserve in Altona are being upgraded. The works currently underway include:

- Turf was laid on Pitch 1 in early November 2023.
- Fencing works are currently being completed around the fields.
- Upgrading the irrigation systems on Pitch 2 and 3 are in progress.
- Concrete slab was poured for the pavilion in early November 2023.

The project is on track for completion in mid-May 2024.



Image: Preparation works for Pitch 1 at Kim Reserve

### Dennis Reserve Stage 3

Construction works for the new pavilion at Dennis Reserve in Williamstown are progressing well with the concrete slab and steel structure recently completed.

Upon completion, this facility will provide multiple meeting and activity spaces for the community in a newly landscaped environment.



Image: Dennis Reserve, new structure (western side)



Image: Dennis Reserve, new structure (northern side)

## Drainage, Footpaths & Roads



### The Avenue, Spotswood

Upgrade works along The Avenue between Melbourne Road and Hope Street Spotswood have commenced.

These works include upgrading the existing car park and drainage, construction of a new footpath and the installation of a raised pavement to reduce speed. The works are scheduled for completion by the end of December 2023.



Image: The Avenue Spotswood

## Sporting projects



### Club Changer Workshop – Our Game Part 2

On 2 October 2023, Hobsons Bay hosted a workshop in conjunction with Football Victoria for soccer clubs. The workshop was a follow up session, for clubs to provide an update on action plans to encourage more women and girls into their clubs.

The workshop was a great success with the majority of clubs attending and great discussions around club challenges, good news stories and successes. Council will continue to work with Football Victoria to facilitate future workshops.

### Naming the Box Lacrosse Court

The naming of the box lacrosse court at Paisley Park has been finalised, following confirmation of approval by Geographic Names Victoria. The approved name of the facility will be “Alan Lower Box Court”. An event to celebrate the formal naming is being planned.



Image: Paisley Park Box Lacrosse Pitch

### Other projects



#### Kindergartens

The existing Seaholme Kindergarten has been demolished in preparation for the new prefabricated modular building which has arrived on site.

Council will continue to work with the Victorian School Building Authority to undertake parking works alongside Parkside Crescent to allow for indented parking. These works are due to be completed in January 2024.



Image: Site following the demolition of Seaholme Kindergarten

The existing Emma McLean Kindergarten has also been demolished and the new modular kindergarten is scheduled to arrive on site early November 2023. It is expected the kindergarten to commence operations from Term 1 2024.



### Urban Forest Strategy

#### Tree Planting Update

October saw the completion of another successful tree planting season.

Over 3,000 advanced trees were planted in streets, around 2,270 advanced trees were planted within parks and 25,000 native tube stick trees were planted within reserves through the More Trees for a Cooler Greener West initiative.



Image: Fidler Court Altona Meadows



### Hotham Street Williamstown Plantings

Twenty-six trees have been planted into new cutouts along Hotham Street in Williamstown.

[\*Lagerstroemia indica\* 'Tuscarora' \(Crepe Myrtle\)](#) have been selected for the northern side of the street due to the species suitability to be planted underneath powerlines and [\*Ulmus parvifolia\* 'Burnley Select'](#) have been selected for the southern side of the road.

The cutouts and plantings took place in October 2023.



Image: Hotham Street planting

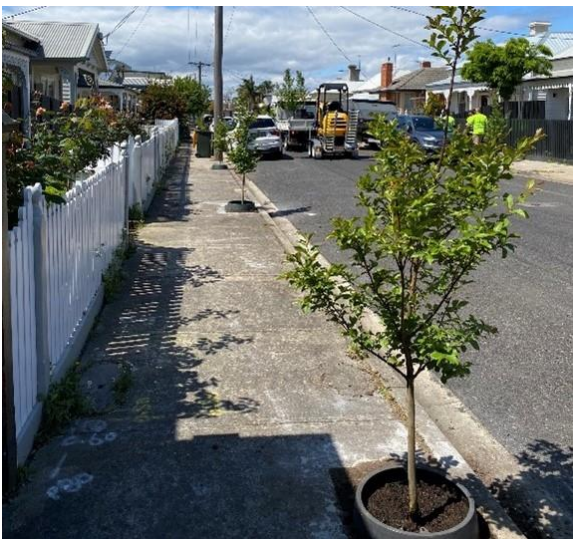


Image: Hotham Street planting

### Langford Street tree planting

Six *Ulmus Parviflora* 'Burnley Select' trees are scheduled to be planted into new cut-outs in the roadway in Langford Street, Williamstown by the end of October 2023. The trees will provide much needed shade and cooling effects as they mature.

### Biodiversity Strategy

The Biodiversity Strategy is Council's key strategic document to guide the preservation and enhancement of biodiversity in Hobsons Bay. It has been developed to provide the vision to safeguard biodiversity within Hobsons Bay and ensure ongoing commitment to the protection and enhancement for current and future generations.

Community consultation closed on 15 October 2023. The Draft Biodiversity Strategy was made available for feedback through the Hobsons Bay Participate Page, three community drop-in sessions, newsletters, and a special edition of Ranger Ramblings.

The Biodiversity Strategy 2024-34 will be delivered over the next ten years.

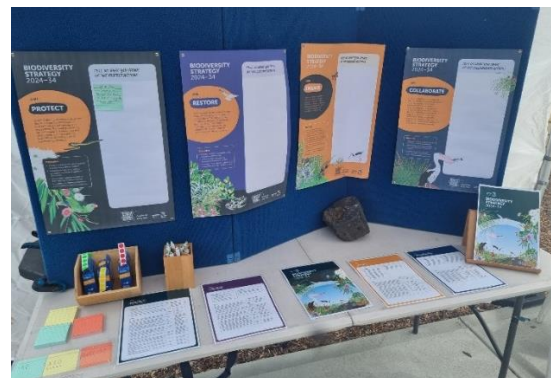


Image: Consultation set-up at Truganina Explosives Reserve



Image: Consultation at Newport Lakes

## Conservation news



### Conservation Update

With the onset of warmer weather and the recent rains the Conservation team has been busy trying to keep weeds under control. Spring is the time of year when weeds that often remain dormant under the soil start producing 'pretty' flowers. A couple of particular nasty weeds is African Orchid and Salsify.



Image: Ornamental weed – Salsify

## Community Events



### Wings to Wellness

Wings To Wellness is a combined event celebrating World Migratory Bird Day and World Mental Health Day. Approximately 350 community members attended the event that included members of the Bunurong Land Council, an environmentally focused stall, roving entertainment from The Connies and a BBQ that was put on by the Hobsons Bay Men's Shed.



Image: Wings to Wellness event at the Truganina Explosives Reserve

### School Engagement Activities

On 10 October 2023, the Conservation Rangers hosted one of their largest school events for the year. Approximately 100 students from Emmanuel College and Mt St Joseph College spent the day at Newport Lakes as part of the schools Nature and Mindfulness program.

The students and educators participated in a number of workshops which included a Land, Fire, and Water ceremony from a first nations elder and a nature walk from the Conservation rangers.

### Friends Groups

Every year in October the Conservation team conducts a 'Thank You' event for our environmental volunteers. This year the team took 32 volunteers to visit the Werribee Zoo where the zoo staff provided a guided tour of their grassland and endangered species enclosures.



Image: Emu at Werribee Zoo

## Better Places Project

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 an approach where the whole “place” is considered and driven by a community vision for the suburb.

The Better Places Project is a unique program which provides an opportunity for the community to actively participate in helping shape the future direction of their suburb.

To date, three Place Guides have been shaped by community and endorsed by Council which are progressively being implemented:

- Laverton
- Spotswood & South Kingsville
- Brooklyn & Altona North

## Laverton

Laverton was the first suburb to experience the Better Places model.

The **Laverton Place Guide** was endorsed by Council in September 2020. A copy can be found at: [participate.hobsonsbay.vic.gov.au/better-places-laverton](https://participate.hobsonsbay.vic.gov.au/better-places-laverton)

Recent Place Guide project highlights include:

- **Project 1 – Looking good Laverton** – this projects aim is to help ‘clean-up’ Laverton and make it a tidier and better maintained place. Maybe you have seen recent positive changes in city presentation? They include replanting and mulching key public places such as Bladin Street shops and adjoining Whittaker Reserve plus the roundabouts on Bladin Street at Whittaker Avenue and Old Geelong Road.



Image: Before & After - Bladin Street Laverton (Geelong Rd end)



Image: Before & After – Bladin Street (Maher Rd end)



Image: Before & After – Bladin Street shops



Image: Before & After – Whittaker Avenue Reserve



Image: Laverton Hub completed works

### Spotswood and South Kingsville Place Projects

The [Better Places Spotswood + South Kingsville Place Guide](#) was endorsed by Council on 12 October 2021.

Recent Place Guide project highlights include:

- **Project 5 – STREETS FOR PEOPLE, The Avenue, Spotswood** – the focus of the Streets for People project is to make streets more pedestrian and bike friendly, while also improving the amenity and character of village centres and neighbourhoods throughout Spotswood and South Kingsville. The upgrade includes resurfacing of The Avenue and the gravel car parking areas adjoining Donald McLean Reserve with an asphalt finish. These improvements will complete the upgrades at Donald McLean Reserve and complement the recent implementation of the 40km zones in this precinct. Works are anticipated for completion in December 2023.



### Better Places Brooklyn & Altona North

The Better Places [Brooklyn + Altona North](#) final Place Guide was endorsed by Council in December 2022. A copy can be found at [participate.hobsonsabay.vic.gov.au/betterplaces-brooklyn-and-altona-north](https://participate.hobsonsabay.vic.gov.au/betterplaces-brooklyn-and-altona-north). Three key themes were uncovered from thousands of pieces of community feedback:

### Key Themes

<div style="background-color: #4F7942; color: white; padding: 10px; border-radius: 10px;"> <p style="font-size: 8px; margin: 0;">THEME ONE</p> <p style="margin: 5px 0;"><b>Improving the liveability and amenity of the area.</b></p>  </div> <p style="text-align: center; font-weight: bold; margin-top: 10px;">Liveability and Amenity</p> <p style="font-size: 10px; margin-top: 10px;">For many residents in the local area, their first priority is to reduce air, noise, and rubbish pollution, and focus on making the area a healthier, cleaner and greener place to live.</p>	<div style="background-color: #2E6A80; color: white; padding: 10px; border-radius: 10px;"> <p style="font-size: 8px; margin: 0;">THEME TWO</p> <p style="margin: 5px 0;"><b>A place that is easier and safer to move around.</b></p>  </div> <p style="text-align: center; font-weight: bold; margin-top: 10px;">Move with safety</p> <p style="font-size: 10px; margin-top: 10px;">Making Brooklyn and Altona North more walkable and bike-friendly, and developing new initiatives and projects that will promote a shift towards public transport and active transport into the future.</p>	<div style="background-color: #6A4E8A; color: white; padding: 10px; border-radius: 10px;"> <p style="font-size: 8px; margin: 0;">THEME THREE</p> <p style="margin: 5px 0;"><b>Bringing the community closer together.</b></p>  </div> <p style="text-align: center; font-weight: bold; margin-top: 10px;">Closer Community</p> <p style="font-size: 10px; margin-top: 10px;">Continuing to celebrate and strengthen the diversity and different characters Brooklyn and Altona North while finding new ways to bring the community closer together</p>
--	--	--

The abovementioned themes drive Place Guide projects for the community... by the community. A mix of both shorter-term projects that can be implemented quickly, as well as longer term projects that are larger and more complex and will require more extensive design and consultation. The programme spans from 2023 to 2028.



### Better Places Seabrook and Altona Meadows

The final Seabrook & Altona Meadows Place Guide was endorsed by Council at the 12 September 2023 meeting.

The Place Guide provides a mix of both shorter-term projects that will be able to be implemented quickly, as well as longer term projects that are larger and more complex requiring more extensive design and consultation.

The Place Guide provides six overarching projects in response to community feedback received through multiple stages of community engagement to be implemented throughout 2023-2028.

Some of the projects already underway include:

- **Project 1.1 – Local Clean-Up Blitz** – this projects aim is to take a targeted clean-up of local parks, car parks, streets, roundabouts and public assets throughout the two suburbs. Some of this work has been recently complete with clean ups of roundabouts along Merton Street, the centre median strip and shops on Victoria Street and the Flower sculpture garden. Below are some photos of the works completed at the Flower sculpture garden.



Image: Victoria Street Altona Meadows median and shops



# **HOBSONS** **BAY CITY** COUNCIL



## Financial Report for the period ended 30 September 2023

### **Contents**

#### **Financial Statements**

1. Income Statement
2. Summary Capital Works Program
3. Available Funding Result
4. Summary Cash Flow Statement
5. Reconciliation of Operating Result and Net Cash flows from operating Activities
6. Summary Balance Sheet
7. Financial Plan Projections

# Hobsons Bay City Council – Financial Report for the period ended 30 September 2023

## 1. Income Statement

	Actual @ 30/9/23 \$'000	YTD Budget @ 30/9/23 \$'000	YTD Budget Variance \$,000	Budget 2023-24 \$'000	Forecast 2023-24 \$'000	Ref	Forecast Variance \$'000
<b>Income</b>							
Rates and charges	32,406	32,156	250	130,584	131,325	1.1	741
Statutory fees and fines	1,366	1,244	122	5,537	5,537	1.2	-
User fees	1,664	1,705	(41)	5,157	5,247	1.3	90
Grants - operating	2,192	2,652	(460)	9,995	8,763	1.4	(1,232)
Grants - capital	19	504	(485)	2,016	4,304	1.5	2,288
Contributions - monetary	428	1,371	(943)	5,484	5,495	1.6	11
Net gain on disposal of property, infrastructure, plant and equipment	(34)	14	(48)	52	52		-
Other income	1,108	1,106	2	4,631	4,701	1.7	70
<b>Total Income</b>	<b>39,149</b>	<b>40,752</b>	<b>(1,603)</b>	<b>163,456</b>	<b>165,424</b>		<b>1,968</b>
<b>Expenses</b>							
Employee costs	15,193	15,566	373	61,715	61,774	1.8	(59)
Materials and services	13,453	14,101	648	52,961	54,816	1.9	(1,855)
Bad and doubtful debts	374	173	(201)	693	693	1.10	-
Depreciation	7,961	7,244	(717)	28,989	31,854	1.11	(2,865)
Amortisation	73	118	45	471	371	1.12	100
Borrowing costs	188	191	3	1,061	1,055		6
Finance cost - leases	9	11	2	36	36		-
Other expenses	323	259	(64)	1,061	1,198	1.13	(137)
<b>Total Expenses</b>	<b>37,574</b>	<b>37,663</b>	<b>89</b>	<b>146,987</b>	<b>151,797</b>		<b>(4,810)</b>
<b>Surplus / (deficit)</b>	<b>1,575</b>	<b>3,089</b>	<b>(1,514)</b>	<b>16,469</b>	<b>13,627</b>		<b>(2,842)</b>

# Hobsons Bay City Council – Financial Report for the period ended 30 September 2023

---

## 1. Income Statement (cont.)

### Explanation of Variances

The operational surplus for the period ended 30 September 2023 was \$1.575 million, compared to the year to date (YTD) budget surplus of \$3.089 million. The year-end budget surplus of \$16.469 million has decreased to a forecast year-end surplus of \$13.627 million.

The decreased forecast surplus of \$2.842 million compared to budget is explained as:

- 1.1 Rates and charges are expected to be \$741,000 over budget mainly due to an increase in the amount originally raised as rates due to property development (\$673,000), waste charges (\$35,000) and a reduction in rebates (\$32,000).

Actual income is \$250,000 over the YTD budget mainly due to the amount originally raised for rates (\$160,000) and payments in lieu of rates (\$56,000).

- 1.2 Statutory fees and fines forecasts have not been changed but will be reviewed further during the mid-year forecast review.

Actual income is currently \$122,000 above the YTD budget mainly due to increased parking infringements (\$134,000).

The most significant income under the YTD budget relates to a delay in collection of town planning enforcement fines (\$14,000) and a slightly lower demand for planning applications (\$9,000).

- 1.3 User fees are expected to be \$90,000 over budget.

The most significant forecast increases relate to casual hire at the Seabrook Community Centre – reallocated from other income (\$30,000), Always Live box office income (\$22,000), casual hire at the Laverton Hub (\$19,000), recreation casual hire (\$12,000) and food safety (\$10,000).

The most significant forecast decrease relates to a reduction in fees for using the second hard-waste service (\$16,000).

Actual income is \$41,000 under the YTD budget mainly due to a delay in receiving the Fire Services Property Levy administration fee (\$75,000), parking meter income (\$51,000), private subdivision supervision (\$26,000), road opening reinstatements (\$25,000), legal point of discharge (\$17,000) and building information and private practice lodgements (\$16,000).

The most significant income over the YTD budget relates to increased footpath and furniture trading permits (\$37,000), Laverton Hub casual hire (\$21,000), Always Live box office income (\$22,000), food safety permits (\$22,000) and recreation casual hire (\$18,000).

# Hobsons Bay City Council – Financial Report for the period ended 30 September 2023

---

## 1.4 Operating grants are expected to be \$1.232 million under budget.

The most significant decrease relates to the Victorian Grants Commission (VGC) payment which was received fully in advance during 2022-23 instead of the budgeted 50 per cent. This will be offset against an adjustment to the reserve transfer (\$1.414 million).

Other forecast decreases relate Care and Assessment Management funding (\$160,000) and the Weed Management Program (\$16,000).

Forecast increases relate to additional funding for home maintenance for over 65 (\$100,000), school crossings (\$78,000), community transport (\$48,000), maternal and child health (\$27,000) and meal supply for over 65 (\$27,000).

Actual income is \$460,000 below YTD budget mostly due to delays in receiving public library funds (\$666,000), and the school crossing subsidy (\$333,000), while the VGC income was received last financial year (\$344,000).

Operating grants over the YTD budget mainly relates to the prepayment of the Commonwealth home support funding (\$750,000). Other income above YTD budget relates to early years culturally and linguistically diverse funding (\$63,000) and the weed management program (\$34,000).

## 1.5 Capital grants are expected to be over budget by \$2.288 million due to income that was budgeted to be received in 2022-23 that is now expected to be received in 2023-24 (\$2.020 million) and an increase in income received to fund the program (\$268,000).

For a more detailed explanation, please refer to the summary capital works program section of this report and the detailed capital works attachment.

## 1.6 Monetary contributions are expected to be over budget by \$11,000 due to additional contributions received for capital projects. Developer contributions forecasts have not changed at this stage.

Actual income is \$943,000 under the YTD budget mainly due to delays in receiving developer contribution for Precinct 15 in Altona North (\$531,000), open space contributions (\$315,000), and the Port Phillips Woollen Mills (\$110,000).

## 1.7 Other income is expected to be over budget by \$70,000.

The most significant forecast increases relate to rental income for the Williamstown Town Hall (\$74,000), Altona Theatre (\$17,000) and Brooklyn Hall (\$7,000). The most significant decreases relate to rental income for the Seabrook Community Centre which has been reallocated to casual hire (\$30,000).

## 1.8 Employee costs are expected to be over budget by \$59,000.

The most significant forecast increase relates to Community Learning and Service Centres (Council+ program), which makes it easier for the community to access services and interact with Council through various service centres across the municipality (\$164,000). Other forecast increases include redundancies resulting from restructures (\$195,000), community life project management costs (\$78,000) and parental leave (\$63,000).

# Hobsons Bay City Council – Financial Report for the period ended 30 September 2023

---

Forecast increases that are offset against increased income or reductions in materials and services include a building site compliance officer (\$68,000) and a temporary part time position for the Woods Street arts space place activation (\$37,000).

Actual expenditure is \$373,000 under the YTD budget mainly due to short term vacancies in youth services (\$85,000), statutory planning (\$83,000), child community health services (\$79,000), city amenity (\$72,000), diversity (\$57,000), strategic planning project management (\$39,000). These forecast savings are yet to materialise as they are still fully offset against a budget allowance for vacancies.

The most significant expenditure over YTD budget includes redundancies (\$195,000), the Council+ program (\$143,000), and parental leave (\$63,000).

## 1.9 Materials and services are expected to be over budget by \$1.855 million.

The most significant forecast increase relates to waste – with contract increases offset against the reduced landfill levy and corresponding adjustments made to the reserve (\$1.248 million).

The forecast increase for operational projects included in the Capital Works Program is a transfer of costs rather than an additional cost from a financial perspective (\$115,000).

Forecast increases related to unexpended operational grant income from 2022-23 include expenditure associated with the statutory digital planning and customer experience uplift project (\$300,000), Recycling 2.0 (\$127,000), the kindergarten infrastructure service plan (\$82,000), the early years culturally and linguistically diverse program (\$43,000), and the culturally and linguistically diverse local partnership program (\$30,000).

There has also been forecast increases required to annual software maintenance (\$120,000).

The most significant forecast decreases relate to projects associated with the IT Strategy, which will be carried over into 2024-25 (\$400,000), maintenance assets (\$300,000), building and construction regulation professional services – reallocated to employee costs (\$50,000), roadside landscaping maintenance (\$43,000), Woods Street Arts Space activation – reallocated to employee costs (\$37,000) and town planning bank fees (\$30,000).

Actual expenditure is \$648,000 under the YTD budget mainly due to tree planting (\$145,000), water costs during the winter period (\$118,000), FOGO waste processing (\$84,000), facilities maintenance service (\$91,000), arboriculture management (\$67,000), traffic and transport services (\$64,000), asset audits (\$62,000), corporate wellbeing professional services (\$62,000), vehicle insurance (\$52,000), petrol costs (\$50,000) and communication and engagement newsletters (\$40,000).

Actual expenditure over the YTD budget is mainly due to timing differences for community centre service agreement funding (\$430,000), the Newport Substation operational funding (\$127,000) and public lighting costs (\$105,000).

Actual expenditure also over YTD budget includes the funded statutory planning digital planning and customer experience uplift project (\$92,000) and the kindergarten infrastructure service plan (\$27,000).

## Hobsons Bay City Council – Financial Report for the period ended 30 September 2023

---

- 1.10 Bad and Doubtful Debt forecasts have not been changed but will be reviewed further during the mid-year forecast review.

Actual doubtful debts expenditure is currently \$201,000 above the YTD budget mainly due to level crossings – which is expected to be resolved shortly (\$68,000), property services (\$65,000) and Fines Victoria for unpaid parking (\$44,000).

- 1.11 Depreciation is expected to be over budget by \$2.865 million. The forecast has been increased due to purchases and revaluations that occurred late in the last financial year. In particular, Buildings, Parks and open space, Roads, and Drainage asset classes.

Depreciation is a non-cash item and has minimal impact on funding Council's budget in 2023-24 and ongoing financial implications.

- 1.12 Amortisation costs are expected to be under budget by \$100,000. The forecast has been reduced to reflect information technology and copier equipment leases which have reached the end of their term.
- 1.13 Other expenses are expected to be \$137,000 under budget mainly due to a decrease in IT telecommunication rentals (\$134,000), which is the main reason the actual expenditure is under the YTD budget.

# Hobsons Bay City Council – Financial Report for the period ended 30 September 2023

## 2. Summary Capital Works Program

	Actual @ 30/9/23 \$'000	YTD Budget @ 30/9/23 \$'000	Budget 2023-24 \$'000	Forecast 2023-24 \$'000	Forecast / Budget \$'000
Items to be Capitalised	9,669	9,619	64,685	70,753	(6,068)
less items capitalised from operational budget	-	-	-	-	-
Operational Projects	193	279	1,979	2,094	(115)
<b>Total Capital Works Expenditure</b>	<b>9,862</b>	<b>9,898</b>	<b>66,664</b>	<b>72,847</b>	<b>(6,183)</b>
<b>Capital Works Income</b>	<b>30</b>	<b>504</b>	<b>2,016</b>	<b>4,315</b>	<b>2,299</b>
Transfers from Capital Carryover Reserve	10,806	6,419	6,419	10,806	4,387
Transfers to Capital Carryover Reserve – Expenditure	-	-	-	503	(503)
Transfers to Capital Carryover Reserve – Income	-	-	-	-	0
<b>Net Capital Works Program</b>	<b>(974)</b>	<b>2,975</b>	<b>58,229</b>	<b>58,229</b>	<b>-</b>

The Council's 2023-24 Capital Works Program, including variations to individual capital projects are highlighted in the capital works attachment. The forecast result of the Capital Works Program shows a balanced financial result when compared to the original budget after forecast adjustments and carryovers are considered.

**Capital Works Expenditure** for the period ended 30 September 2023 was \$9.862 million compared to the year-to-date budget of \$9.898 million. The initial budgeted capital expenditure for the 2023-24 financial year of \$66.664 million has increased to a forecast of \$72.847 million. The increased forecast expenditure of \$6.183 million compared to the budget is attributable to:

- expenditure carryover adjustments from the prior year's program (\$6.407 million)
- the increase in funded capital expenditure (\$279,000)
- expenditure expected to be carried over to next year's program (\$503,000)

**Capital Income** for the period ended 30 September 2023 was \$30,000. The initial budgeted capital income for the 2023-24 financial year of \$2.016 million has increased to a year-end forecast of \$4.315 million. The increased forecast income of \$2.299 million compared to budget is attributable to:

- income that was budgeted to be received in 2022-23 that is now expected to be received in 2023-24 (\$2.020 million)
- an increase in income received to fund the program (\$279,000)

**Transfers from the capital carryover over reserve** fund additional capital works required in 2023-24 to complete the 2022-23 program and income budgeted to be received in 2022-23 now expected to be received 2023-24. The initial budgeted transfer from the reserve of \$6.419 million was adjusted to \$10.806 million after post budget adjustments.

**Transfers to the capital carryover over reserve** fund the capital works budgeted in 2023-24, now expected to be completed in 2024-25. It is forecast that \$503,000 capital expenditure will be delayed and carried over into the next financial year.

# Hobsons Bay City Council – Financial Report for the period ended 30 September 2023

## 3. Available Funding Result

	Actual @ 30/9/23 \$'000	YTD Budget @ 30/9/23 \$'000	Budget 2023-24 \$'000	Forecast 2023-24 \$'000	Forecast / Budget \$'000
<b>Operating Surplus</b>	<b>1,575</b>	<b>3,089</b>	<b>16,469</b>	<b>13,627</b>	<b>(2,842)</b>
Less Items to be Capitalised	(9,669)	(9,619)	(64,685)	(70,753)	(6,068)
Less Principal repayments	(360)	(357)	(1,878)	(1,879)	(1)
Plus Proceeds from borrowings	-	-	14,000	14,000	-
Plus Transfers to/from Reserves	14,003	7,972	6,535	12,680	6,145
Plus Depreciation and Amortisation	8,034	7,362	29,460	32,225	2,765
Plus Book Value Assets Sold	82	37	150	150	-
<b>Rate Determination Result</b>	<b>13,665</b>	<b>8,484</b>	<b>50</b>	<b>50</b>	<b>-</b>

## 4. Summary Cash Flow Statement

	Actual @ 30/9/23 \$'000	Budget 2023-24 \$'000	Forecast 2023-24 \$'000
Cash flows from Operating Activities	(6,210)	48,545	49,239
Cash Flows from Investing Activities	(9,621)	(64,483)	(70,552)
Cash Flows from Financing Activities	(548)	11,060	11,066
<b>Net Increase/(Decrease) in cash held</b>	<b>(16,379)</b>	<b>(4,878)</b>	<b>(10,247)</b>
	0		
<b>Add Cash at beginning of the year</b>	<b>45,598</b>	<b>40,112</b>	<b>45,598</b>
<b>Cash at end of Financial Period</b>	<b>29,219</b>	<b>35,234</b>	<b>35,351</b>



## Hobsons Bay City Council – Financial Report for the period ended 30 September 2023

### 5. Reconciliation of Operating Result and Net Cash flows from operating Activities

	Actual @ 30/9/23 \$'000	Budget 2023-24 \$'000	Forecast 2023-24 \$'000
<b>Result from Ordinary Activities</b>	<b>1,575</b>	<b>16,469</b>	<b>13,627</b>
Depreciation & Amortisation	8,034	29,460	32,225
(Gain) / Loss on Disposal of Property, Infrastructure, Plant & Equipment	34	(52)	(52)
Initial Asset recognition	0	0	0
Net asset revaluation increment / (decrement)	0	0	0
Net movement in Operating Assets & Liabilities	(15,853)	2,668	3,439
<b>Net Cash Inflow/(Outflow) fom operating activities</b>	<b>(6,210)</b>	<b>48,545</b>	<b>49,239</b>

### 6. Summary Balance Sheet

	Actual @ 30/9/23 \$'000	Budget 2023-24 \$'000	Forecast 2023-24 \$'000
Total Current Assets	68,652	56,019	56,014
Total Non-Current Assets	1,550,619	1,579,224	1,595,317
<b>Total Assets</b>	<b>1,619,271</b>	<b>1,635,243</b>	<b>1,651,331</b>
Total Current Liabilities	45,012	37,987	45,412
Total Non-Current Liabilities	19,412	29,326	29,350
<b>Total Liabilities</b>	<b>64,424</b>	<b>67,313</b>	<b>74,762</b>
<b>Net Assets</b>	<b>1,554,847</b>	<b>1,567,929</b>	<b>1,576,569</b>
<b>Represented By</b>			
Accumulated Surplus	631,914	653,211	652,313
Reserves	922,933	914,718	924,256
<b>Total Equity</b>	<b>1,554,847</b>	<b>1,567,929</b>	<b>1,576,569</b>

## 7. Financial Plan Projections

Council adopted its Financial Plan 2021-22 to 2030-31 on 12 October 2021.

The Financial Plan includes Financial Policy Statements and associated measures that demonstrate Council's financial sustainability to fund the aspirations of the Community Vision and the Council Plan.

The seven financial indicators used by the Victorian Auditor-General's Office (VAGO) to assess councils' financial sustainability risks are all included. Other measures determined by Council have also been included and all are linked to the various policy statements. The measures can be used to assess Council's financial performance, capital works or financial position. The indicators should be considered collectively and are more useful when assessed over time as part of a trend analysis.

The Financial Plan provides guidance, rather than commits Council to a future financial direction. Council will continue to review the way it operates and re-evaluate its financial performance, position, and direction on an ongoing basis.

This section provides an update on the financial projections contained in the Financial Policy Statements after completion of the September 2023 forecast review.

# Hobsons Bay City Council – Financial Report for the period ended 30 September 2023

## 7.1 Financial Plan Projections - Financial Performance

Council’s policy statements (and strategic actions) in relation to financial performance are that Council will:

- 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 source to reduce the high dependence on rates and become more financially self-reliant by prioritised pursuit of own source revenue opportunities
- manage employee labor costs at an appropriate percentage of operating revenue

The financial performance policy statements are measured by five indicators.

The **Net Result Margin (VAGO)** measures the net result of Council as a percent of revenue.

It is calculated by: Net result divided by Total income.

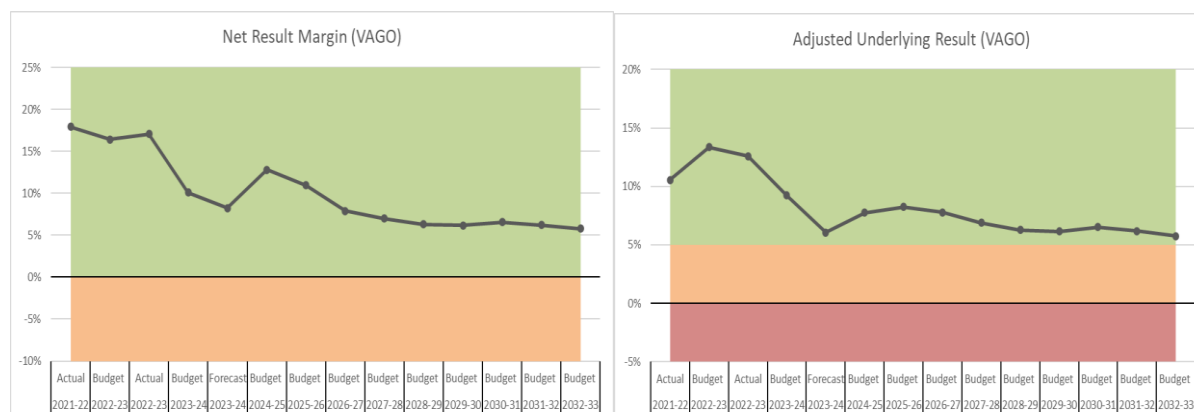
Target: > 0 per cent

The **Adjusted Underlying Result (VAGO)** measures an entity’s ability to generate surpluses in the ordinary course of business - excluding non-recurrent capital grants, non-monetary asset contributions, and other contributions to fund capital expenditure from net result. A surplus or increasing surplus suggests an improvement in the operating position.

It is calculated by: Adjusted underlying surplus (or deficit) divided by Adjusted underlying revenue.

Target: > 5 per cent

The graphs below indicate that Council will achieve its targets to have low VAGO financial sustainability risk ratings in relation to its Net Result Margin and Adjusted Underlying Result. Current forecasts indicate that Council will achieve strong operational surpluses to ensure that there is adequate funding available for ongoing and future commitments.



The **Own Source Revenue Ratio (excluding rates)** measures financial flexibility as it indicates the degree of reliance on external funding sources such as operating, and capital grants and contributions received. A council has improved financial flexibility with a higher level of own source revenue. This ratio is an adjustment to the standard Own Source Revenue Ratio by removing rates and charges.

# Hobsons Bay City Council – Financial Report for the period ended 30 September 2023

It is calculated by: Total operating income less all grants, contributions, rates, and charges divided by Total operating income.

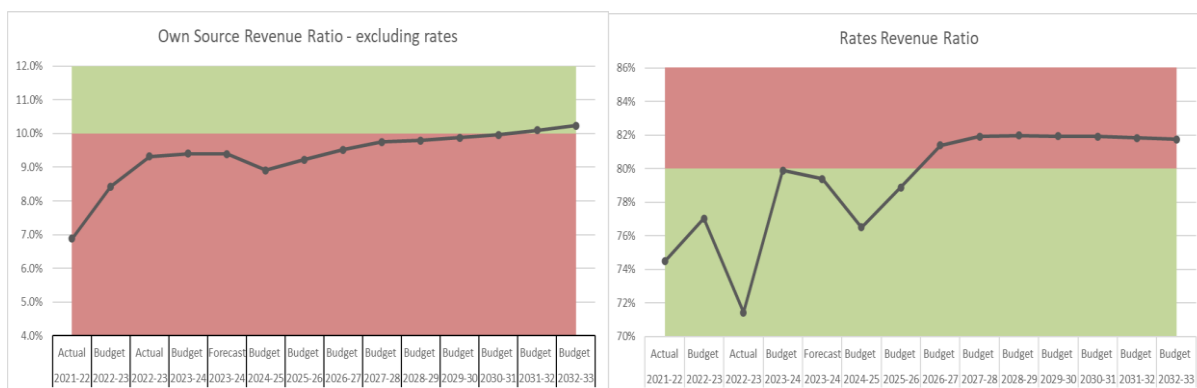
Target:> 10 per cent

The **Rates Revenue Ratio** indicates the ability of Council to generate rates and its dependence on rates, when compared to total revenue.

It is calculated by: Rates and charges divided by Total operating income.

Target:< 80 per cent

The graphs below indicated that Council will **not** achieve its targets in relation to its Own Source Revenue Ratio (excluding rates) and Rates Revenue Ratio. Current forecasts indicate that Council will **not** reduce its current high dependence on rates and will **not** become more financially self-reliant by prioritised pursuit of own source revenue opportunities outside of rates.

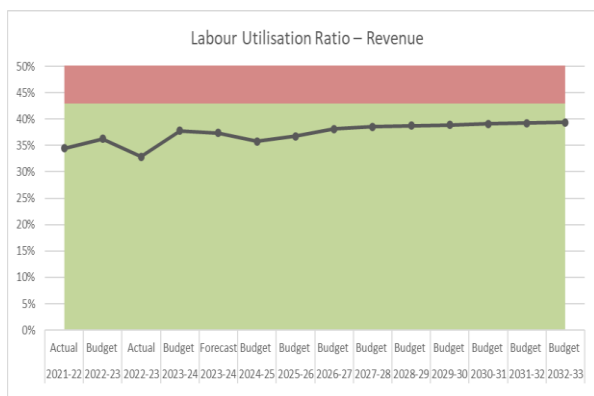


The **Labour Utilisation Ratio – Revenue** provides an overview of the organisation’s expenditure on internal labour as a proportion of total revenue. It is used to monitor and manage affordable internal employee costs and indicates the Council’s sensitivity to changes in income.

It is calculated by: Employee costs divided by Total income.

Target: < 43 per cent

The graph below indicates that Council will achieve its targets in relation to its Labour Utilisation Ratio - Revenue. Current forecasts indicate that Council will continue to achieve its aim of managing employee labour costs at an ‘appropriate’ percentage of operating revenue.



# Hobsons Bay City Council – Financial Report for the period ended 30 September 2023

## 7.2 Financial Plan Projections - Capital Works

Council’s policy statements (and strategic actions) in relation to capital works are that Council will:

- 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

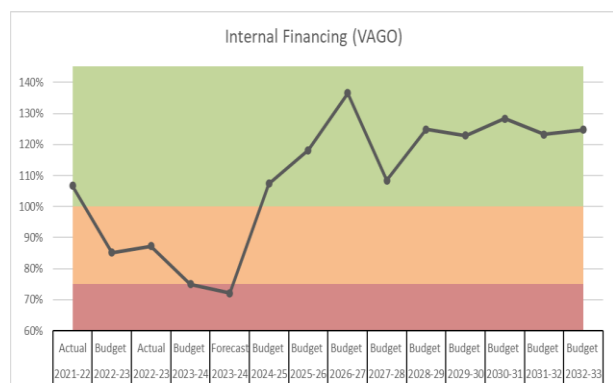
The capital works policy statements are measured by four indicators.

**Internal Financing (VAGO)** measures the ability of an entity to finance capital works from generated cashflow. The higher the percentage, the greater the ability for the entity to finance capital works from their own funds.

It is calculated by: Net operating cashflow divided by Net capital expenditure.

Target: > 100 per cent

The graph below indicates that Council will **not** achieve its targets to have low VAGO financial sustainability risk ratings in relation to Internal Financing until 2024-25. Increased capital expenditure between 2022-23 and 2024-25 must be funded by loan borrowings. The forecast in 2023-24 is that Council moves into the high-risk category, mainly due to additional capital works carryover from the previous year. The current forecasts indicate that Council will achieve its aim of ensuring enough cash is being generated from operations to fund new assets from 2024-25, when Council’s capital works program reduces to more manageable levels.



**Capital Replacement (VAGO)** compares the rate of spending on new infrastructure, property, plant and equipment with its depreciation. Ratios higher than 100 per cent indicate that spending is faster than the depreciating rate. This is a long-term indicator, as capital expenditure can be deferred in the short term if there are insufficient funds available from operations and borrowing is not an option.

It is calculated by: Cash outflows for the addition of new infrastructure, property, plant and equipment divided by Depreciation.

Target: > 150 per cent

The **Renewal Gap (VAGO)** compares the rate of spending on existing assets through renewing, restoring, and replacing existing assets with depreciation. Ratios higher than 100 per cent indicate that spending on existing assets is faster than the depreciation rate.

It is calculated by: Renewal and upgrade expenditure divided by Depreciation.

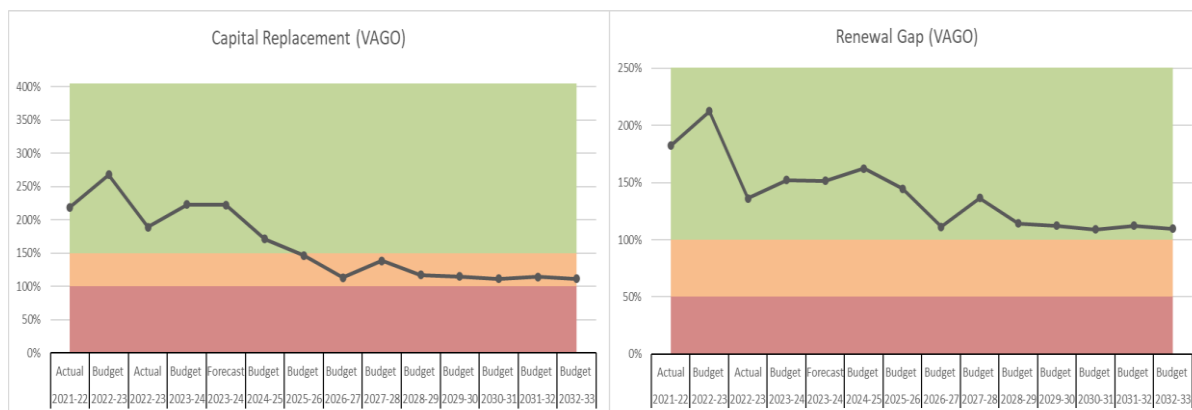
Target: > 100 per cent

# Hobsons Bay City Council – Financial Report for the period ended 30 September 2023

The Capital Replacement graph below indicates that Council will achieve its targets and have low VAGO financial sustainability risk ratings in relation to Capital Replacement until 2024-25 but will need to increase its capital spend from 2025-26 to continue to achieve its Capital Replacement targets to ensure sufficient spending on Council’s asset base.

The Renewal Gap graph below indicate that Council will achieve its target to have low VAGO financial sustainability risk ratings in relation to the Renewal Gap to ensure sufficient spending on asset renewal.

Both graphs have been negatively impacted by the increased forecast for depreciation in 2023-24 and beyond.

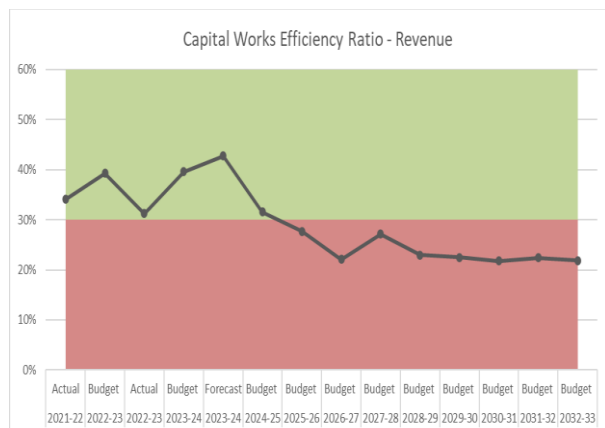


The **Capital Works Efficiency Ratio – Revenue** compares the rate of spending on new infrastructure, property, plant and equipment with total revenue.

It is calculated by: Capital expenditure divided by Total revenue.

Target: > 30 per cent (average)

The graph below indicates that Council will **not** achieve its target to average greater than 30 per cent (average result = 26.7 per cent) in relation to the Capital Works Efficiency Ratio – Revenue. Current forecasts indicate that Council will **not** achieve its aim of increasing the amount of funding currently available for Capital Works as ratios are forecast to decline in the later years of the plan.



# Hobsons Bay City Council – Financial Report for the period ended 30 September 2023

## 7.3 Financial Plan Projections - Financial Position

Council’s policy statements (and strategic actions) in relation to financial position are that Council will:

- ensure there are no immediate issues with repaying short-term liabilities as they fall due. This will be achieved by maintaining Council’s liquidity ratio at levels exceeding 100 per cent
- ensure loan commitments can be repaid from own source revenue, including interest and principle, as they fall due

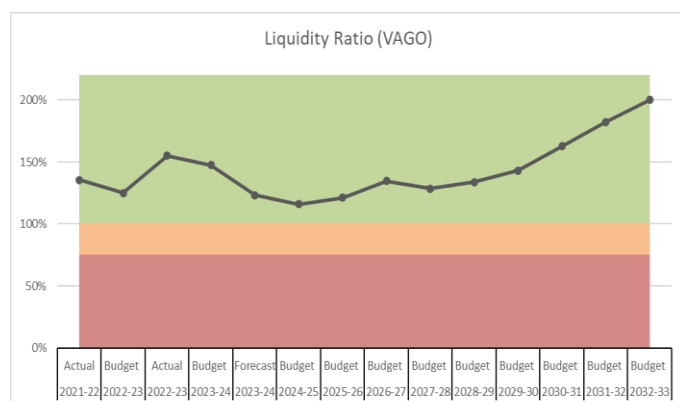
The financial position policy statements are measured by four indicators.

The **Liquidity ratio (VAGO)** measures the ability to pay existing liabilities in the next 12 months and is a key indicator of financial position. A ratio of 100 per cent or more means that there are more cash and liquid assets than short-term liabilities.

It is calculated by: Current assets divided by Current liabilities.

Target: > 100 per cent

The graph below indicates that Council will achieve its targets and have low VAGO financial sustainability risk ratings in relation to the Liquidity Ratio. Current forecasts indicate that Council will achieve its aim to ensure that there are no immediate issues with repaying short-term liabilities as they fall due. This ratio is inflated due to Council’s loan borrowings as well as including funding in the Infrastructure and Advocacy Project reserves to fund future capital works. If additional projects are funded from these reserves, the liquidity ratio will reduce in-line with a reduction in cash and investments.



**Indebtedness (VAGO)** assesses an entity’s ability to pay the principal and interest on outstanding loans, as and when they fall due, from the funds it generates. The lower the ratio, the less revenue the entity is required to use to repay its loans. Own-sourced revenue is used, rather than total revenue, because it does not include grants or contributions.

It is calculated by: Non-current liabilities divided by Own-sourced revenue.

Target: < 40 per cent

The **Debt servicing Ratio** assesses an entity’s ability to pay interest on its outstanding loans each year from total revenue.

It is calculated by: Borrowing costs divided by Total income.

Target: < 5 per cent

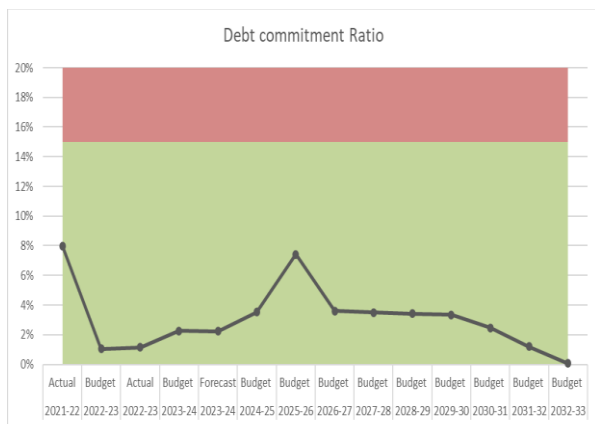
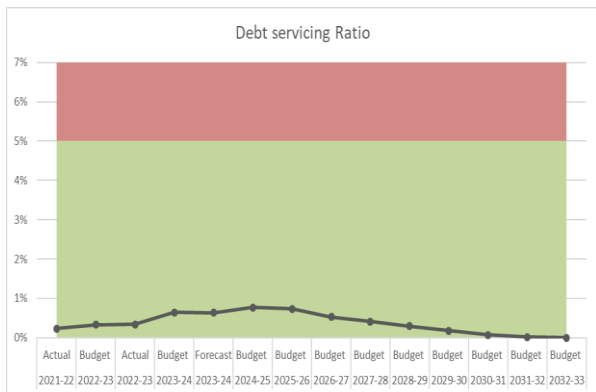
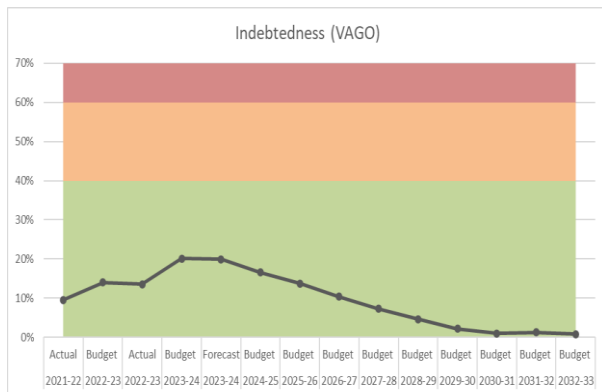
# Hobsons Bay City Council – Financial Report for the period ended 30 September 2023

The **Debt commitment Ratio** assesses an entity’s ability to pay the principal and interest on outstanding loans, as and when they fall due, from rate revenue.

It is calculated by: Borrowing costs plus loan repayments divided by Rate revenue.

Target: < 15 per cent

Despite additional loan borrowings included in 2022-23, 2023-24 and 2024-25 the graphs below indicate that Council will achieve its targets in relation to Indebtedness, the Debt Servicing Ratio and the Debt Commitment Ratio. Current forecasts indicate that Council will achieve its aim to ensure loan commitments can be repaid from own source revenue, including interest and principle, as they fall due.





Capital Works Program 2023-24	EXPENDITURE								INCOME							
	New Works	Budget Carried Over	Adopted Budget	Post Budget adjustments	Revised Budget	New Forecast	YTD Actuals	Proposed Carryover / (Brought Forward)	New Income	Budget Carried Over	Adopted Budget	Post Budget adjustments	Revised Budget	New Forecast	YTD Actuals	Proposed (Carryover) / Brought Forward
<b>Arts &amp; Culture</b>																
Cultural Asset Maintenance	130,000	0	130,000	65,979	195,979	155,979	0	0	0	0	0	0	0	0	0	0
Heritage Signage	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Capital Works</b>																
West Gate Tunnel-Open Space enhance	200,000	30,000	230,000	405,000	635,000	620,774	259,365	0	0	0	0	0	0	0	0	0
Council Asset Maintenance	9,425,000	2,401,000	11,826,000	370,000	12,196,000	11,897,588	1,796,934	0	(160,000)	(400,000)	(560,000)	204,000	(356,000)	(384,741)	(28,741)	0
Community Gardens	1,610,000	355,000	1,965,000	53,000	2,018,000	1,263,562	92,796	450,000	0	0	0	0	0	0	0	0
Foreshore Remedial Program	270,000	227,000	497,000	229,000	726,000	777,825	139,703	0	0	0	0	0	0	0	0	0
Towards Zero Program	1,720,000	(975,000)	745,000	165,000	910,000	912,139	163,015	0	0	0	0	(16,977)	(16,977)	(16,977)	0	0
Open Space Assets Renewal	480,000	282,000	762,000	(277,000)	485,000	322,699	59,725	0	0	0	0	0	0	0	0	0
Playground Upgrades	535,000	5,000	540,000	(5,000)	535,000	564,349	3,366	0	0	0	0	0	0	0	0	0
Blenheim Road Open Space	0	0	0	12,000	12,000	12,000	2,347	0	0	0	0	0	0	0	0	0
Bio-Diversity Strategy	340,000	130,000	470,000	(86,000)	384,000	374,000	6,200	0	0	0	0	0	0	0	0	0
Waste Management Program	1,450,000	(40,000)	1,410,000	175,000	1,585,000	1,510,000	1,581	0	(127,000)	0	(127,000)	0	(127,000)	(127,000)	0	0
Irrigation Upgrades	640,000	25,000	665,000	255,000	920,000	887,142	335,553	0	0	0	0	0	0	0	0	0
Dennis Reserve	3,230,000	890,000	4,120,000	(115,000)	4,005,000	4,138,000	451,594	0	0	0	0	0	0	0	0	0
HD Graham Reserve Future Development	0	0	0	270,000	270,000	283,299	14,324	0	0	0	0	0	0	0	0	0
Sporting Ground Infrastructure / Floodlighting	0	210,000	210,000	110,000	320,000	320,000	59,642	0	0	0	0	0	0	0	0	0
Hard Courts - Various	0	0	0	70,000	70,000	70,000	0	0	0	0	0	0	0	0	0	0
Newport Park Track Masterplan	30,000	0	30,000	25,000	55,000	50,000	1,170	0	0	0	0	0	0	0	0	0
Drainage Upgrades - Various	1,250,000	0	1,250,000	155,000	1,405,000	1,510,000	58,888	0	0	0	0	0	0	(135,000)	0	0
Sporting Ground Redevelopments	570,000	(140,000)	430,000	337,000	767,000	795,832	471,066	2,771	(300,000)	120,000	(180,000)	150,000	(30,000)	(30,000)	0	0
COVID-19	0	0	0	0	0	7,542	7,542	0	0	0	0	0	0	0	0	0
Kindergartens	970,000	0	970,000	120,000	1,090,000	890,323	204,212	0	0	0	0	(80,526)	(80,526)	(155,526)	0	0
Newport Gardens Kindergarten	0	0	0	0	0	9,477	9,477	0	0	0	0	(60,000)	(60,000)	(60,000)	0	0
Tree Planting	1,940,000	180,000	2,120,000	335,000	2,455,000	2,428,738	217,927	0	0	0	0	0	0	0	0	0
Wayfinder Signage	0	0	0	115,000	115,000	116,777	24,492	0	0	0	0	0	0	0	0	0
Wetlands Centre	600,000	0	600,000	0	600,000	606,545	36,937	0	0	0	0	0	0	0	0	0
Kororoit Creek Development	500,000	390,000	890,000	(240,000)	650,000	640,000	3,162	0	0	0	0	0	0	0	0	0
Altona sports centre extension	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Building Williamstown Mechanics Institute Upgrade	450,000	0	450,000	0	450,000	380,000	0	50,000	0	0	0	0	0	0	0	0
Laverton Swim Centre (Future Plan)	500,000	0	500,000	0	500,000	450,000	19,438	0	0	0	0	0	0	0	0	0
<b>City Works and Amenity</b>																
Footpath Renewals - Various	820,000	0	820,000	0	820,000	911,625	8,625	0	0	0	0	0	0	0	0	0
Drainage Renewal	1,110,000	0	1,110,000	229,500	1,339,500	2,812,442	140,901	0	0	0	0	0	0	0	0	0
Pit Upgrade Program	120,000	0	120,000	0	120,000	115,282	15,282	0	0	0	0	0	0	0	0	0
<b>Community Learning &amp; Service Centres</b>																
Library Resources	1,210,000	(155,000)	1,055,000	71,000	1,126,000	1,266,426	281,939	0	(15,000)	0	(15,000)	0	(15,000)	(15,000)	0	0
<b>Contracts &amp; Procurement</b>																
Plant Purchases	2,540,000	330,000	2,870,000	1,000,000	3,870,000	4,386,400	240,903	0	0	0	0	0	0	0	0	0
<b>Director Infrastructure &amp; City Services</b>																
Greenhouse Strategy	3,500,000	0	3,500,000	0	3,500,000	3,660,188	175,188	0	0	0	0	0	0	0	0	0
<b>Engineering Services</b>																
Bridge Renewal	760,000	365,000	1,125,000	20,000	1,145,000	1,056,166	6,766	0	0	0	0	0	0	0	0	0
Open Space Upgrades	4,935,000	1,639,000	6,574,000	(259,507)	6,314,493	6,232,927	1,731,732	0	0	(180,000)	(180,000)	(13,803)	(193,803)	(193,803)	0	0
Road Rehabilitation	7,020,000	(410,000)	6,610,000	1,942,000	8,552,000	7,832,000	253,086	0	(954,000)	0	(954,000)	(677,167)	(1,631,167)	(1,631,167)	0	0
Traffic Management	860,000	300,000	1,160,000	228,800	1,388,800	1,443,795	107,425	0	0	0	0	(576,645)	(576,645)	(615,845)	0	0
Unsealed Laneway Upgrade Program	1,230,000	0	1,230,000	(13,000)	1,217,000	512,553	232,553	0	0	0	0	0	0	0	0	0
Car Park - Various	940,000	850,000	1,790,000	25,000	1,815,000	1,797,061	14,536	0	0	0	0	(100,000)	(100,000)	(100,000)	0	0
Stitch in Time Road Resurfacing	3,700,000	0	3,700,000	168,400	3,868,400	4,035,582	1,031,654	0	0	0	0	(88,768)	(88,768)	(88,768)	0	0
Trail Infrastructure - Maintenance	55,000	0	55,000	35,000	90,000	85,000	0	0	0	0	0	0	0	0	0	0
Traffic Management	0	0	0	0	0	5,548	5,548	0	0	0	0	0	0	0	0	0
Road Rehab Blackspot Funding	0	350,000	350,000	(2,000)	348,000	348,000	0	0	0	0	0	(760,000)	(760,000)	(760,000)	0	0

Capital Works Program 2023-24	EXPENDITURE								INCOME							
	New Works	Budget Carried Over	Adopted Budget	Post Budget adjustments	Revised Budget	New Forecast	YTD Actuals	Proposed Carryover / (Brought Forward)	New Income	Budget Carried Over	Adopted Budget	Post Budget adjustments	Revised Budget	New Forecast	YTD Actuals	Proposed (Carryover) / Brought Forward
Footpath New Program	400,000	(310,000)	90,000	152,000	242,000	333,055	106,055	0	0	0	0	0	0	0	0	0
Signage - Interpretive	0	0	0	140,000	140,000	140,000	93,513	0	0	0	0	0	0	0	0	0
<b>ICT</b>																
IT Strategy Implementation	670,000	0	670,000	0	670,000	815,590	166,369	0	0	0	0	0	0	(1,510)	(1,510)	0
<b>Open Space &amp; City Design</b>																
Demolition	0	0	0	0	0	5,500	5,500	0	0	0	0	0	0	0	0	0
<b>Parks, Gardens &amp; Conservation</b>																
Williamstown Botanical Gardens	60,000	0	60,000	0	60,000	55,000	16,206	0	0	0	0	0	0	0	0	0
Elm Tree Management	60,000	0	60,000	0	60,000	55,000	0	0	0	0	0	0	0	0	0	0
Fencing of Council Reserves	170,000	0	170,000	16,000	186,000	181,000	7,475	0	0	0	0	0	0	0	0	0
<b>Planning, Building &amp; Health Services</b>																
Better Places	1,575,000	0	1,575,000	0	1,575,000	1,526,482	26,482	0	0	0	0	0	0	0	0	0
<b>PMO</b>																
Buildings	1,100,000	(30,000)	1,070,000	0	1,070,000	1,050,000	662,417	0	0	0	0	0	0	0	0	0
Actuals Clearing Program	0	0	0	0	0	(53)	(53)	0	0	0	0	0	0	0	0	0
<b>Recreation, Planning &amp; Projects</b>																
Laverton Bowling Green	0	0	0	90,000	90,000	90,000	90,000	0	0	0	0	0	0	0	0	0
<b>Traffic &amp; Transport</b>																
Street Lighting	110,000	(20,000)	90,000	20,000	110,000	100,694	1,674	0	0	0	0	0	0	0	0	0
	<b>59,785,000</b>	<b>6,879,000</b>	<b>66,664,000</b>	<b>6,407,172</b>	<b>73,071,172</b>	<b>72,847,851</b>	<b>9,862,232</b>	<b>502,771</b>	<b>(1,556,000)</b>	<b>(460,000)</b>	<b>(2,016,000)</b>	<b>(2,019,885)</b>	<b>(4,035,885)</b>	<b>(4,315,336)</b>	<b>(30,251)</b>	<b>0</b>



# First Quarter Report 2023-24 Council Plan Initiatives Progress Update

---

July, August, September 2023

## Acknowledgement of Country

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.

## Summary

Under the Local Government Act 2020 (the Act), Council is required to include its major initiatives and services in the Annual Budget document as committed projects for the financial year that support the implementation of the Council Plan. The annual reporting of the progress of these projects is a requirement in the Act. Council reports on a quarterly basis to ensure that progress is on track throughout the financial year.

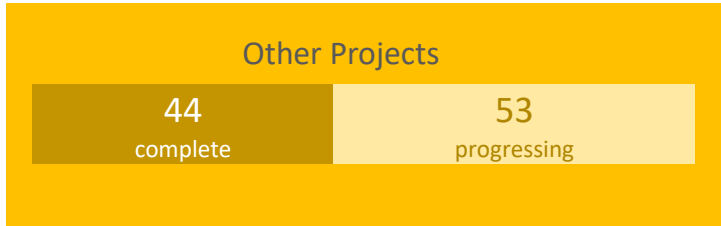
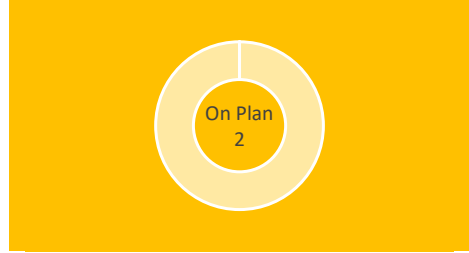
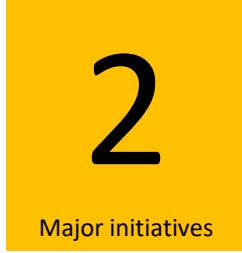
In 2023-24 Council nominated 19 major initiatives to support the delivery of Council Plan 2021-25, of which 16 are multi-year projects and have been carried over from the previous year. Three projects have been included in the budget as new major initiatives for 2023-24.

In addition to delivering the ongoing core services and major initiatives, Council also delivers other projects and actions to improve its services and create more value for the community. These projects are delivered in line with the Council Plan Objectives, Strategies and Priorities and this information has been included in the overview page below.

**Objective 1 – Community**

**Healthy, Equitable and Thriving Communities**

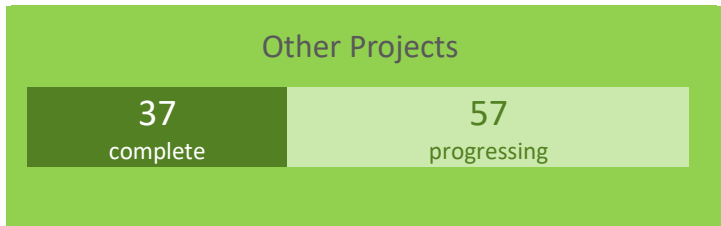
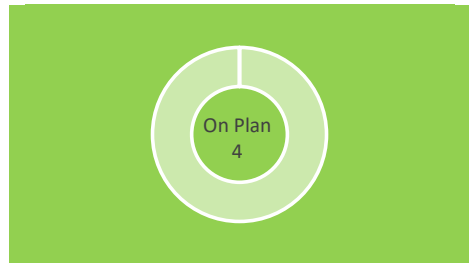
Be a city where all members of the community can participate equitably, feel safe, connected and achieve good health and social wellbeing.



**Objective 2 – Environment**

**Valuing our Environment**

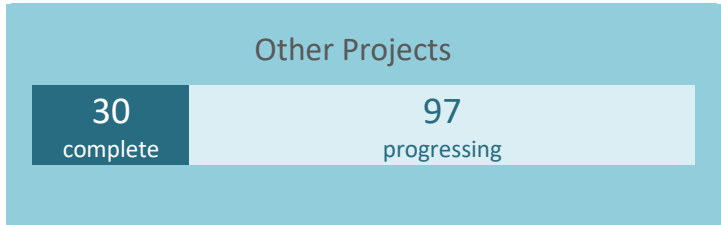
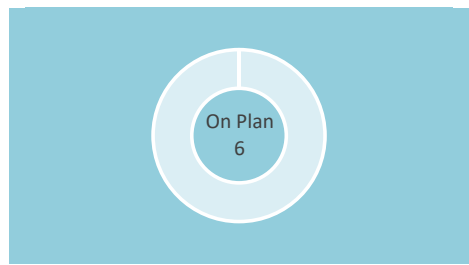
Foster a sustainable way of living in response to climate change through active involvement in alternative energy use, reduction of waste, enhancement and conservation of our natural environment.



**Objective 3 – Place, Recreation and Economy**

**Vibrant Place and Economy**

Support a resilient local economy that facilitates job growth and retention, promoting Hobsons Bay as a place to live, work, invest, recreate and visit.



**Objective 4 – Community Infrastructure**

**Visionary Community Infrastructure**

Develop and maintain infrastructure to promote liveability, planning for the future need and growth of the community, while preserving heritage, environment and neighbourhood character.

**3**

Major initiatives



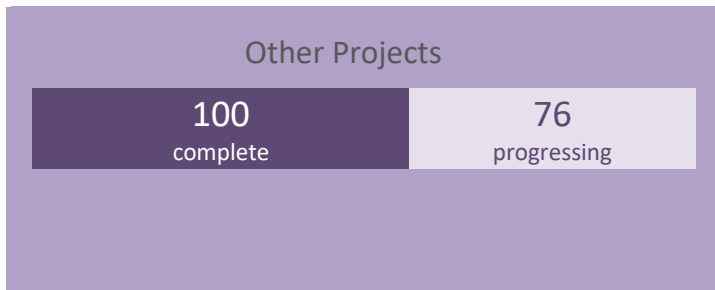
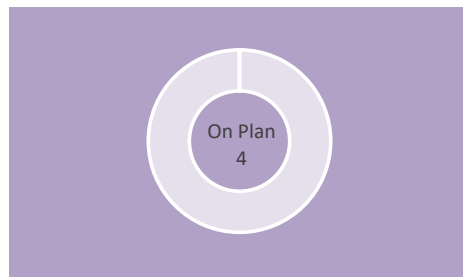
**Objective 5 – Organisation**

**A High Performing Organisation**

Delivering value for money through efficient processes, digital transformation and continuous improvement with a willingness to try new approaches as to how we do, what we do. We will be transparent and responsive to the needs of the community through meaningful connection, communication and engagement.

**4**

Major initiatives



# Progress against the Council Plan objectives

## Council Plan 2021-25

The Council Plan 2021-25 was adopted by Council on 12 October 2021. It will guide the work of Council over the next four years, setting objectives, strategies and priorities for creating an even better Hobsons Bay through the delivery of Council's services and major initiatives.

The Council Plan 2021-25 consists of five strategic objectives that are made up of 19 strategies and 59 priorities which describe what Council will do for the period.

## Objective 1: Community

*Healthy, equitable and thriving communities. Be a city where all members of the community can participate equitably, feel safe, connected and achieve good health and social wellbeing.*

There are two major initiatives for this objective in 2023-24. The progress of each of the major initiatives is below:

Project	Status	Progress comment
<p><b>Establishment of an Affordable Housing Trust</b></p> <p>The Trust will provide housing to low-income households with a connection to Hobsons Bay.</p>	On Plan	<p>Council continues to work in partnership with Housing Choices Australia as the Trustee of the Hobsons Bay Affordable Housing Trust to progress the Trust's aims.</p> <p>As part of ongoing obligations, the Trust has delivered their year one Annual Report which will be presented to Council. Council and the Trust are eagerly awaiting the outcome of the key focus for year one which was the submission for funding for the Epsom Street Affordable Housing Project.</p>
<p><b>Centres of Excellence Strategy 2022-2027</b></p> <p>A strategic plan for the future management of Council's community learning and service centres across the municipality.</p>	On Plan	<p>The first of Council's six Centres of Excellence, the STEAM (Science, Technology, Engineering, Arts and Mathematics) Centre of Excellence opened to the community at Altona Meadows Library and Learning Centre in September. The official launch of the Centres of Excellence STEAM program will take place on 21 October 2023.</p>



## Objective 2: Environment

*Valuing our environment. Foster a sustainable way of living in response to climate change through active involvement in alternative energy use, reduction of waste, enhancement and conservation of our natural environment.*

There are four major initiatives for this objective in 2023-24. The progress of each of the major initiatives is below:

Project	Status	Progress comment
<p><b>Wetlands Centre Development</b></p> <p>Development of concept, detail design and contract documentation, including stakeholder engagement, for a state-of-the-art sustainability-focused Wetlands Centre in Hobsons Bay to increase community education and participation in preserving the local environment.</p>	On Plan	The early works scope has been defined for stage one. Council has engaged an architect and the concept design has been developed. The project is currently undergoing continuous development through interdepartmental collaboration to ensure optimal outcomes for stage one with the long-term vision progressing.
<p><b>Tree Planting – Urban Forest Strategy</b></p> <p>Tree planting and establishment maintenance along streets, pathways and in public open space, to achieve 30% canopy cover by 2040</p>	On Plan	<p>Advanced tree plantings for the 2023 season are approximately 90% complete with an expected completion by the end of October.</p> <p>All plantings have been completed for the More Trees for a Cooler Greener West program. Weed control and supplementary irrigation is also being carried out.</p>
<p><b>Altona Meadows Library Building Renewal &amp; Energy Efficiency Upgrades</b></p> <p>Building renewal works, including acoustic treatment, HVAC and improved space utilisation, to enhance customer experience.</p>	On Plan	The renewal works at the Altona Meadows Library are now complete including new toilets, furniture, floors and wall finishes. The space has been opened to the public with the formal opening to take place on Saturday 21 October 2023 where the new STEAM (Science, Technology, Engineering, Arts and Mathematics) spaces will be revealed.
<p><b>Solar Program</b></p> <p>Large scale solar program across multiple sites to reduce emissions and result in operational savings.</p>	On Plan	This project is currently in the planning stage for the next phase of rooftop solar installation. Sites across Council's property portfolio are being assessed and Council is undertaking a feasibility analysis to ensure maximum generation and storage of renewable electricity.

### Objective 3: Place, recreation and economy

*Vibrant place and economy. Support a resilient local economy that facilitates job growth and retention, promoting Hobsons Bay as a place to live, work, invest, recreate and visit.*

There are six major initiatives for this objective in 2023-24. The progress of each of the major initiatives is below:

Project	Status	Progress comment
<p><b>Better Places Laverton</b></p> <p>A place guide for Better Places Laverton was adopted in 2020 which identified 12 initiatives for future implementation.</p>	On Plan	<p>Of the 12 Better Places Laverton projects, three are complete with the remaining nine projects progressing or near completion. Key project highlights include:</p> <p><b>Project 1: Looking Good Laverton</b> - A suite of clean-up projects are complete to help improve the look and feel of public spaces throughout Laverton. Improvements to garden beds at the northern and southern end of Bladin Street have been completed, along with Bladin Street shops and the areas in front of Laverton Hub.</p> <p><b>Project 4: Better Villages</b> - Following consultation with the community, concept designs for streetscape improvements at the Woods and Lohse Street shopping precinct and Aviation Road are complete. Funding for the delivery of these improvements will be considered in future Council budgets.</p>
<p><b>Better Places Spotswood + South Kingsville</b></p> <p>A place guide for Better Places Spotswood and South Kingsville was adopted in 2021 which identified 16 initiatives for future implementation.</p>	On Plan	<p>Of the 16 Better Places Spotswood + South Kingsville projects, two are complete and eleven are progressing or nearing completion. Key project highlights include:</p> <p><b>Project 10: Love Our Parks</b> - The Mary Street Reserve Master Plan was adopted at the 12 September 2023 Council Meeting following four stages of community consultation. Implementation of the master plan will occur throughout 2024.</p> <p><b>Project 11: The Pop-Up Project</b> - Through the operations of the Local Leaders Focus Group (Project 15), planning is underway to run a community led pop up activation at the corner of Forrest Street and Hudsons Road. Consultation with local</p>

Project	Status	Progress comment
		residents and the community occurred prior to implementing it as a trial in 2024.
<p><b>Better Places - Brooklyn and Altona North</b></p> <p>A place guide for Better Places Brooklyn and Altona North was adopted in 2022 which identified 9 initiatives for future implementation.</p>	On Plan	<p><b>Project 7: Love our Parks</b> - Landscape improvements surrounding the recently redeveloped Brooklyn Hall are now complete complimenting the new facility, improving the connections through the reserve. Early design work is now underway for a community garden onsite.</p> <p><b>Project 7: Love our Parks</b> - Greening the Pipeline works is now complete with a total of 340 trees and shrubs, and 4,550 ground covers planted. Garden beds at the entrances were also mulched to beautify and enhance the amenity of the areas.</p>
<p><b>Dennis Reserve Master Plan implementation</b></p> <p>Includes the construction of a new multipurpose community facility and car park.</p>	On Plan	The former Senior Citizens' Centre has been demolished and construction of the new facility has commenced with the installation of underground services. The next steps involve pouring the concrete ground floor slab. The project is progressing with completion scheduled for April 2024.
<p><b>HC Kim Reserve, Altona - New Pavilion, Female Friendly Change Rooms &amp; Car Park Upgrades</b></p> <p>Construction of new pavilion and sports field and floodlighting upgrades, irrigation upgrade and carpark upgrades</p>	On Plan	The existing Kim Reserve pavilion has been demolished. Construction of the new facility has commenced with the installation of underground services. The next steps involve pouring the concrete ground floor slab and assembling the structural steel frame. The project is set to progress throughout 2024.
<p><b>Alma Avenue Reserve, Altona Meadows</b></p> <p>Local Park upgrade identified in the Better Places Seabrook and Altona Meadows Place Guide</p>	On Plan	The draft concept plan has been completed. Preparation is underway for a community consultation process that will occur in the next quarter. Feedback from community as part of this process will help shape further design on this project.

## Objective 4: Community infrastructure

*Visionary community infrastructure. Develop and maintain infrastructure to promote liveability, planning for the future need and growth of the community, while preserving heritage, environment and neighbourhood character.*

There are three major initiatives for this objective in 2023-24. The progress of each of the major initiatives is below:

<b>Project</b>	<b>Status</b>	<b>Progress comment</b>
<p><b>Bruce Comben Reserve</b></p> <p>Includes the open space development of the southern area oval and Henry Drive Carpark</p>	On Plan	Delivery of the open space works commenced in July 2023 and is due for completion in February 2024 (weather dependent). Demolition and major earthworks are complete. Council has begun installing play equipment, services and is progressing with the car park construction works.
<p><b>Better Places Laverton 8. Places &amp; Spaces - Road Reconstruction (On/Off-Road Rehabilitation) Program</b></p> <p>Railway Avenue, Laverton, from Merton St to Aviation Road.</p>	On Plan	A range of open space, streetscape improvements and traffic calming designs are in the final stages, this work is due for completion by December 2023 with construction to commence throughout 2024.
<p><b>Hannan Street, Williamstown</b></p> <p>Esplanade to Collins Street</p>	On Plan	Consultant Engineers have been appointed to complete the survey and detailed design for this project. The designs will be complete by October 2023 which will enable the construction plan to be delivered in 2024.

## Objective 5: Organisation

*A high performing organisation. Delivering value for money through efficient processes, digital transformation and continuous improvement with a willingness to try new approaches as to how we do, what we do. We will be transparent and responsive to the needs of the community through meaningful connection, communication and engagement.*

There are four major initiatives for this objective in 2023-24. The progress of each of the major initiatives is below:

Project	Status	Progress comment
<p><b>Customer Experience Transformation (CX 2.0)</b></p> <p>To improve processes and interactions between Council and its Community ensuring processes are simple, transparent and accessible.</p>	On Plan	<p>The Close the Loop project has seen an increase of 48% of Customers receiving information regarding the outcome of their enquiry with Council.</p> <p>The CX Advocate Program was launched with over 30 Council staff expressing interest to be involved in an initiative to drive small continuous improvement projects across the whole organisation.</p> <p>A 'Voice of the Customer' dashboard concept has been presented to the Senior Leadership Team for feedback and further development as a tool to ensure the voice of our community is included as part of the decision-making process.</p>
<p><b>Implement Community Relationship Management (CRM) system including online payment processes</b></p> <p>To improve customer experience and management.</p>	On Plan	<p>The development phase of the CRM is nearing completion including work on complex integrations between systems used across the organisation.</p> <p>User Acceptance Testing (UAT) has commenced with the CRM due to be launched in early 2024.</p>
<p><b>EDMS and Intranet Project</b> <b>Electronic Document Management System (EDMS)</b></p> <p>To improve efficiency of Council operations.</p>	On Plan	<p>The content and document transfer phase is in progress. This is due for completion in December 2023 with the official launch to occur in early 2024.</p>
<p><b>Property Strategy</b></p> <p>To facilitate to management of Council's portfolio consisting of both Crown and Freehold Land and Building</p>	On Plan	<p>The Property Strategy is a long-term document (10yrs) with 32 actions. The recent implementation of a new Leasing and Licencing policy has resulted in a steady progression. A Draft Property, Acquisition and Holding Policy has been completed</p>

Project	Status	Progress comment
		which aligns with another major action, the establishment of a Property Development Fund (PDF) which will inform decisions moving forward. Council in the last quarter has engaged consultants to facilitate the establishment of the PDF.



# Hobsons Bay Parklet Guideline

---

October 2023

### **Acknowledgment of Country**

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, present and emerging.



## Contents

<b>1. Purpose .....</b>	<b>4</b>
<b>2. Background.....</b>	<b>4</b>
<b>3. Scope.....</b>	<b>4</b>
<b>4. Principles.....</b>	<b>4</b>
<b>5. Permit Application Process .....</b>	<b>12</b>
<b>6. Proposed Fees .....</b>	<b>14</b>
<b>7. Related Legislation.....</b>	<b>14</b>
<b>8. Further information .....</b>	<b>14</b>

[Appendix A – Definitions](#)

[Appendix B – General Terms and Conditions](#)

## 1. Purpose

The Hobsons Bay Parklet Guideline (the Guideline) is intended to support eligible hospitality businesses to offer outdoor trading in car parking bays.

The Guideline details the eligibility requirements, proposed application process, potential associated costs, and permit holder commitments associated with a parklet.

The Guideline should be read in conjunction with Council's Community Local Law which can be found at [www.hobsonsbay.vic.gov.au](http://www.hobsonsbay.vic.gov.au) under Local Laws and sits alongside Hobsons Bay Footpath Trading Program.

## 2. Background

This Guideline has been prepared as part of the new outdoor trading framework 2023. This new framework proposes to move from temporary Council owned and managed parklet infrastructure to parklets that are designed, constructed and maintained by businesses at their own expense.

## 3. Scope

The proposed parklet program is open to any hospitality business located in an activity centre that has an eligible parking bay in front of their business and meets all parklet selection principles as outlined below.

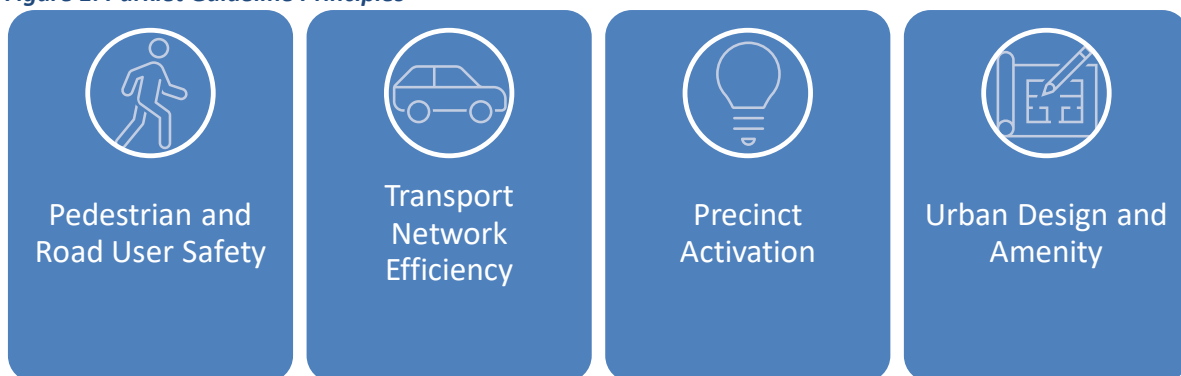
The Guideline **does not** apply to hospitality businesses located in private areas and / or managed by a body corporate. Council reserves the right to amend or update this guideline as deemed appropriate. Businesses that are located on a street or road that is managed by VicRoads will not be eligible under this guideline.

Council reserves the right to approve non-hospitality businesses to install a parklet, or for a parklet to take up a non-parking bay location, under exceptional circumstances and where there is substantial evidence of community support.

## 4. Principles

The guideline is based on four principles which guide a parklets suitability.

*Figure 1: Parklet Guideline Principles*



## Pedestrian and Road User Safety

### Patron safety

**Goal:** Parklet proposals must be designed and managed so that patrons are not exposed to elevated risks from approaching or passing vehicles (Refer to the Road and Patron Safety considerations below).

### Road user safety

**Goal:** Road users must not be exposed to increased risks from the design or operation of outdoor dining establishments (Refer to the Road and Patron Safety considerations below).

### Road and Patron Safety Considerations:

- **Speed reduction** – Parklet is located in speed zones no greater than 40 km/h. If located in a greater speed zone, a speed limit reduction may be required, or additional conditions placed on the permit.
- **Intersection** – Parklets should be located at least 10 metres from an unsignalised intersection and 20 metres from a signalised intersection. Exceptions may be granted at the discretion of Council officers.
- **Access** – Access for essential and or emergency vehicles to abutting land, driveways and other access points along the road must be maintained.
- **Visibility** – Parklets should be visible during both day and night conditions. Parklets should not impact sightlines for approaching or departing vehicles and pedestrians.
- **Infrastructure** – Parklets should be able to be removed at short notice for works and maintenance.
- **Infrastructure** – All elements of the parklets must be stable with consideration to high winds, nuisance knocks etc.
- **Drainage** – Drainage in the area must not be severely adversely impacted.
- **Kerb outstand** – Parklets should have a kerb outstand, parking space/s or appropriate barrier on the approach side to a parklet or group of parklets.
- **Lane or road closures** – Proposals requiring lane closures or road closures of Department of Transport managed roads will not be supported.

Parklets on car parking bays on VicRoads managed roads will **not** be supported.

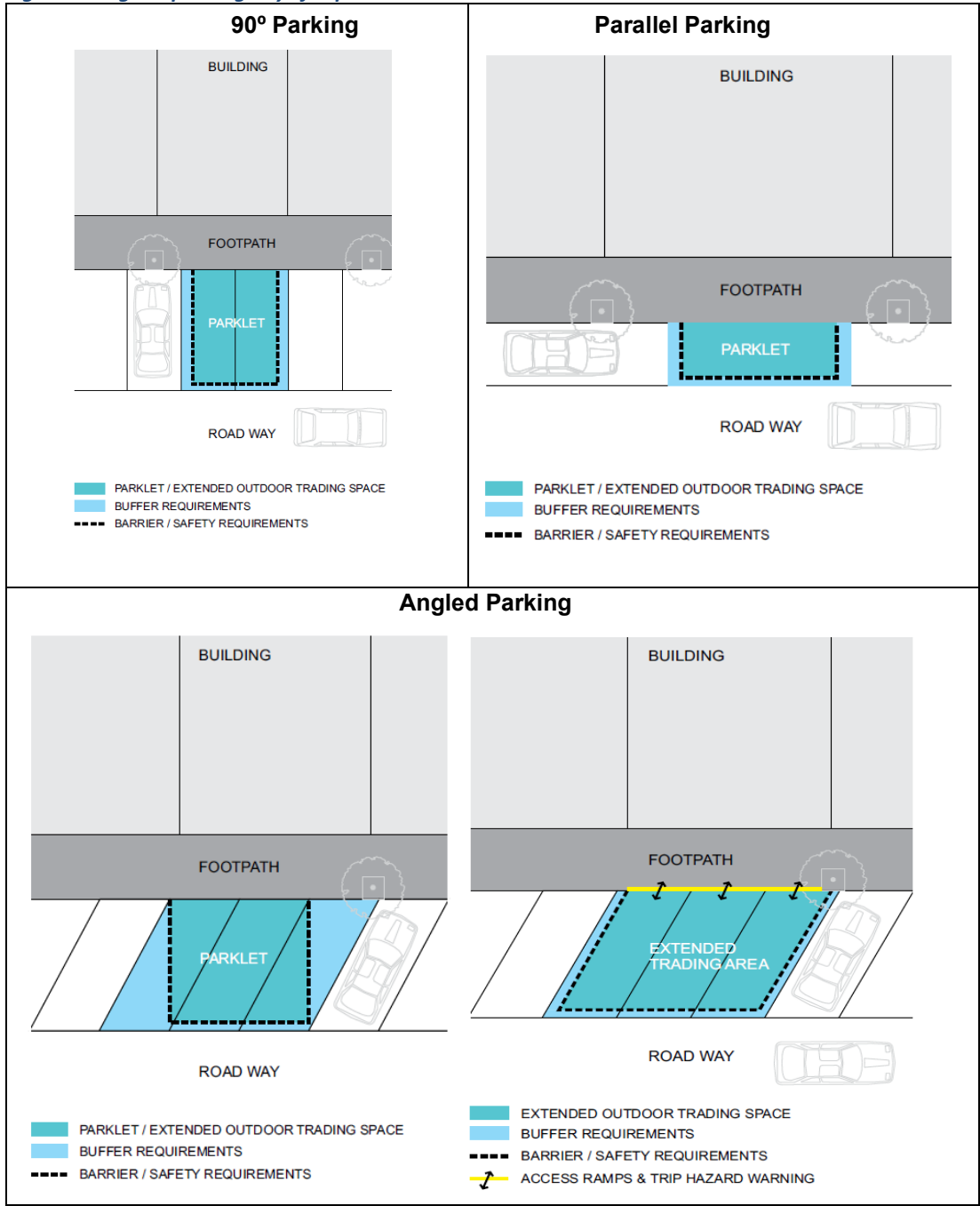
## Transport Network Efficiency

### Parking bays

**Goal:** Parklet proposals must consider and where possible mitigate the impacts on road users beyond a reduction in car parking spaces.

**Considerations:** Parklets may be eligible in streets with the following parking bay elements (see Figure 1).

**Figure 1: Eligible parking bays for parklet conversion**



## Parking impact

**Goal:** Potential parking impacts associated with the parklet are mitigated

### Considerations:

- **Parking impact assessments** – The impact of the parklet on the existing parking capacity in the activity centre. Council reserves the right to request that additional car parking impact assessments be conducted if a proposed parklet is in a high activity area
- **Letters of support** – Parklet applications should include letters of support from neighbouring businesses and residents.

## Transport network

**Goal:** Any impacts from parklets on the efficiency of the transport network, particularly for freight and public transport are minimised.

### Considerations:

- **Essential infrastructure** – A parklet cannot have any ground structure, furniture or infrastructure built over, or covering a stormwater pit or cover utility access panels.
- **Essential spaces** – A parklet must not be located in essential spaces such as accessible parking bays, police / emergency vehicle parking zones, public transport pick up zones and public biking lanes unless deemed acceptable by Council.
- **Flooding** – Areas prone to significant flooding may not be eligible and may need additional assessment by Council.

## Precinct Activation

### Public consultation considerations

**Goal:** To ensure applicants consult with, and seek consent from, neighbouring businesses and residents that may be impacted by the proposed parklet.

### Considerations:

- Applications should include letters of support from:
  - **Neighbouring businesses** – adjacent on either side of the proposed parklet.
  - **Residential property owners** – that directly impacted by a parklet application, or body corporate if in front of a residential apartment block.
  - **Additional businesses or residents in nearby vicinity** – evidence of broader community support for the proposed parklet will enhance the application.

Council will review any information submitted and reserves the right to grant special consideration for parklet installation.

## Advertising and signage

**Goal:** Avoidance of excessive signage or displays of goods, which create a hazard for users including people with physical or vision impairments.

## Considerations:

- **Minimal advertising** – traders may include minimal advertising on parklet infrastructure or furniture. To avoid excessive advertising there is a limit of 10% of the total area for the parklet infrastructure or furniture in a trading zone.
- **Road safety infrastructure** – Permit holders must not place any advertising on road safety infrastructure without prior approval from Council.

## Service of alcohol in parklets

Applicants who have a liquor licence and intend to serve alcohol from their parklet must provide additional information with their parklet application. The Applicant must:

- amend their existing planning permit to include the parklet area, and alter the number of patrons included in the premises
- apply for a permanent variation of their liquor licence with Council and the Victorian Gambling and Casino Control Commission (VGCCC) Liquor Control Victoria to extend the red line area to the parklet
- Liquor **must not** be supplied or consumed in this area until the necessary planning permission and liquor licence variation has been granted
- for further information on how to obtain planning permission refer to Councils [website](#) or contact Council's statutory planning department

## Urban Design and Amenity

### Parklet design

**Goal:** Parklets with functional and high-quality design elements that preserve residential amenity and enhance streetscape image. *Note: a permit application must demonstrate how it will positively activate the local precinct.*

### Considerations:

- **Parklet overhead structures**
  - Overhead structures with full height walls will not be permitted to be installed in a parklet within heritage areas due to impacts on visibility and safety for the public. Open structures built for the purpose of providing protection from shade and rain will be considered on a case-by case basis.
- **Materials**
  - Materials used for the construction of a parklet should be fit for purpose and suitable for public use. Parklet installations should be of a high-quality design that minimises visual clutter whilst being suitable for the local context and streetscape.
  - The construction materials should be long-lasting, structurally sound, have the ability to withstand exposure to climatic conditions and be visible at all times of the day.
  - The ground / floor surface must be non-slip, heel safe and in accordance with Australian Standard AS4586-2013.
  - The gap between the platform and kerb cannot exceed 1cm. If the gap is greater than 1cm or the height does not match the kerb high, a platform threshold treatment is required. This treatment must be robust and fixed down and comply with DDA requirements.

- Non-recyclable materials such as composite materials and astroturf are discouraged.
- Materials that discourage graffiti and allow it to be easily cleaned off are encouraged.
- **Planting**
  - Planting is strongly encouraged within the parklet to enable greenery and improve the aesthetics of the parklet. Plants cannot exceed a height of 1.2m from the road surface to maintain visibility.
  - The maintenance and watering of the plants will be the responsibility of the business owner.
  - Plant selection should consider local weather conditions and sunlight exposure, maintenance requirements and the soil volume of the planters.
- **Platform**
  - All parklets must be provided with a raised platform unless special circumstances require otherwise. The platform must appear as an extension of the footpath to ensure safety and accessibility and cannot be fixed to the road surface or kerb.
  - The platform should be flat to allow chairs and tables to be placed straight. The design must ensure that water drains effectively and does not pool on the adjacent footpath or within the parklet area.
  - The platform must be able to be removed to allow for road sweeping or drainage maintenance to occur if required.
- **Drainage**
  - Parklets are not permitted in areas subject to significant flooding. This should be checked with Council before you apply.
  - Parklets should not be placed over drainage grates or pits.
  - A 20cm gap underneath the platform and next to the kerb is required, to allow water to drain freely along the channel as usual. A rubbish grate must be placed at either end to prevent rubbish and debris from collecting under the platform. The business owner will be responsible for collecting rubbish that builds up against the grate.
- **Accessibility**
  - Parklets are to be accessible for all, and unobstructed paths of travel must be provided for patrons using mobility devices such as wheelchairs, prams and walkers.
  - At least one point of access from the footpath to the parklet must have a width of at least 1.5m. the parklet is to include a wheelchair turning area with a minimum diameter of 1.5m
- **Tables and chairs (Furniture)**
  - Furniture can be either fixed or removable. Fixed infrastructure must be integrated into the design and removable furniture must be sturdy and wind resistant, yet portable to be stored inside the premises out of operation hours.
  - All moveable furniture must be removed from the parklet when forecast winds are expected to be in excess of 30 knots.
  - Any tables or chairs that are proposed to be part of the parklet – whether fixed to the parklet structure or moveable – must be noted on the Site Plan (see below) and included in the application.
  - Permit holders will not be required to pay for a Footpath Trading Permit for moveable furniture located on the parklet, as long as this furniture is clearly identified on the Parklet Site Plan upon application.

- Failure to correctly note fixed or moveable furniture items on the Site Plan could result in a breach of the permit and enforcement by Council under the Local Law.
- Umbrellas can be used but must be suitable for commercial outdoor settings and must not obstruct traffic signals. When raining, water run-off from large umbrellas must not fall onto the pedestrian footpath.
- **Lighting**
  - Lighting can be provided within the parklet to contribute to the aesthetic and ambience of the parklet. Lighting must be stable (not flashing) and point downwards (i.e. It must not distract drivers or pedestrians). Any lighting fixture must have a min clearance of. 2.4 m above the parklet.
  - Lighting must be resistant to water, dust and dirt and for outdoor use.
  - Electrical cables must not extend across the footpath and lighting must not be attached to any trees or public infrastructure.
  - Solar lighting should be considered where possible.

### Areas within a heritage overlay

**Goal:** Parklets that are located in areas within a heritage overlay must adhere to Council's urban design guidelines and heritage controls for that area, including any impact on sightlines.

**Considerations:**

- **Heritage overlay** – any proposed structures within a Heritage Overlay will be referred to Council's Heritage Advisor. Structures that impede views to significant heritage frontages will not be supported. Any proposed structures will be referred to Council's Statutory Planning team to determine whether the structures are appropriate to the streetscape.
- **Screens** – exceeding 1.2 metres in height are unlikely to be approved by Council.
- **Colour** – the colour of any structures shall be consistent with the heritage objectives of the location.
- For further information on the planning process refer to the Hobsons Bay Planning Scheme at [www.hobsonsbay.vic.gov.au](http://www.hobsonsbay.vic.gov.au)

### Site plan

**Goal:** Applications must be clear to read and include information on parklet placement in relation to the broader streetscape.

**Considerations:**

A site plan must be submitted along with the parklet application. The site plan should accurately show the area and layout of the proposed Parklet. This includes:

- **Furniture** – the proposed number and location of any fixed or moveable chairs, tables, screens, heaters, umbrellas, advertising signs, etc. This furniture will not be interchangeable with furniture located on the footpath.
- **Obstacles** – Existing trees, light poles, signs, existing street furniture, pits, fire hydrants, car parking and other features or traffic conditions.



- **Neighbouring buildings** – The proximity to neighbouring premises and residential dwellings should also be included along with specifications of all proposed furniture and infrastructure. Reference imagery is encouraged.
- **Photos** – In addition to the site plan photos of the site are required to support your application. These photos should clearly show the proposed outdoor dining area relative to buildings and existing features in the footpath.

### Preapproved Parklet Vendors

Council is providing example parklet designs and costings that can be used to aid businesses in installing a parklet (**see the Hobsons Bay Parklet Vendor Guide**).

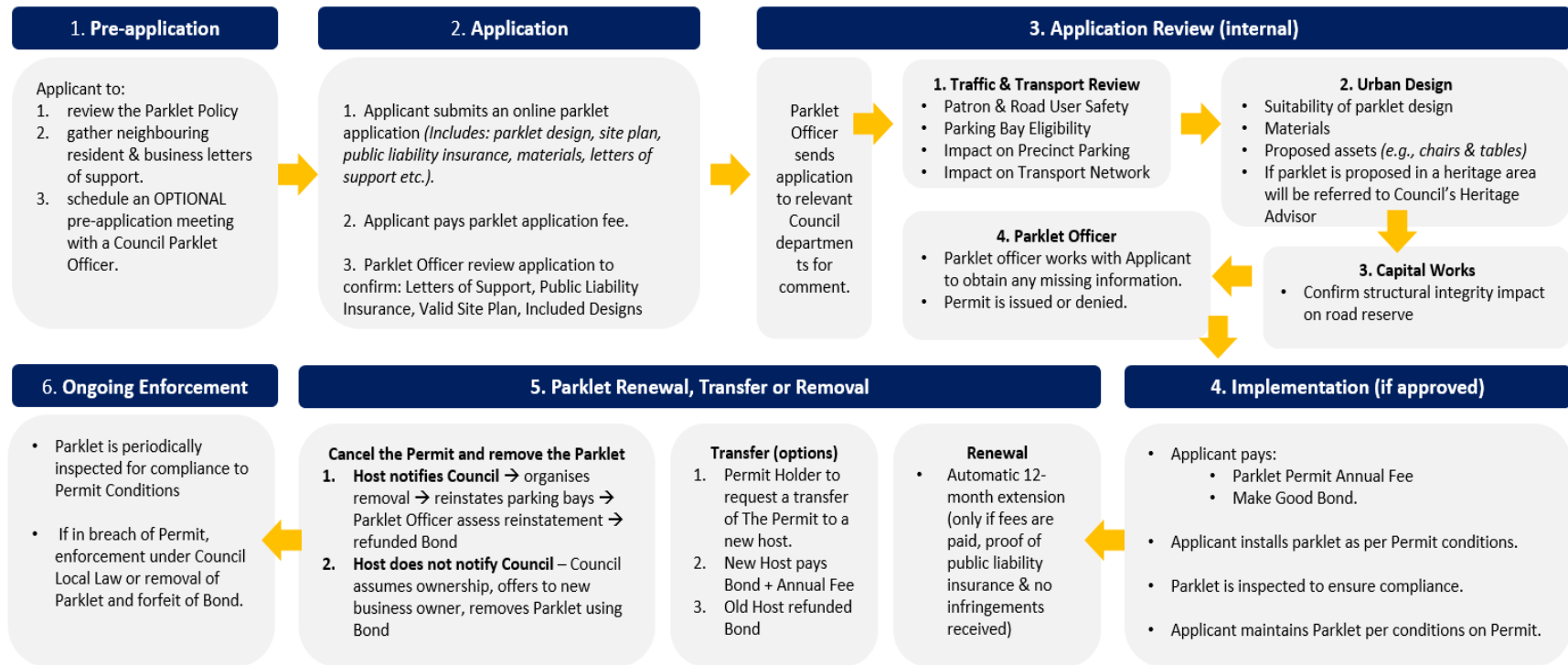
These preapproved designs can be constructed in line with the guidelines and design specifications by a company or contractor of the business choice (or businesses can also contact the design companies directly for installation).

Note – for all parklets plans and proposals must be submitted to Hobsons Bay City Council for approval **prior** to any construction and operation of a parklet. Failure to receive the appropriate approval will result in the parklet being removed, at the expense of the business.

## 5. Permit Application Process

The following diagram outlines that process that would be required in order to obtain a parklet permit.

Figure 2: Parklet Permit Application Process



## Permit Period

The following timeframes relate to the Permit Period:

- **Commence** – 1 September each year
- **Conclude** – conclude 31 August the following year

Permits will generally be approved for a period of 12-months. However, Council reserves the right to amend the length of the permit period (e.g., shorten or lengthen) where it deems appropriate (e.g., to extend a permit into another financial period).

Applications made outside the permit period may be eligible for a pro-rata deduction to the Parklet Permit Annual Renewal Fee (refer to Proposed Fees and Associated Costs) at the discretion of Council.

## Parklet Extension, Change of Ownership or Removal

### Parklet extension

Approved permits will be automatically extended 12 months at the conclusion of the agreed term provided the permit holder:

- Pays the required Parklet Permit Annual Renewal Fee.
- Provides proof of valid public liability insurance for the duration of the new Permit term.
- Has not amended the quantity or type of fixed or moveable furniture placed in the Parklet.
- Has not received in the preceding 12 months a written warning or infringement notice by Council in relation to the Permit.

### Request to transfer the permit to a new business

The permit holder may request a transfer of the permit to a new business. This involves:

- The current Permit Holder completing a Transfer Parklet Permit Form
- The New Permit Holder signing the agreement and paying the Make Good Bond
- Upon receipt of the New Permit Holder's payment, the current Permit Holder's Make Good Bond will be returned to their nominated bank account.

### Cancel the permit and remove the parklet

At the end or earlier termination of a parklet permit, the permit holder will be required to 'make good' – removing any property, parklet infrastructure or equipment and returning the land to its original state.

Upon successful removal of the parklet, Council will refund to the permit holder's nominated account the Make Good Refundable Bond.

Failure to 'make good' will result in Council retaining the Make Good Refundable Bond and obtain ownership of the parklet infrastructure and any furniture left within the trading zone associated with the parklet. Council then reserves the right to remove the parklet.

If the parklet is not formally transferred or cancelled Council reserves the right to remove the parklet within 14 days of issuing written notice to new business owners.

## 6. Proposed Fees

Council charges for commercial use of public land. The following fees and associated costs are proposed to be required when applying for a parklet.

Figure 3: Proposed Parklet Permit Fees and Associated Costs

Fee Type	Indicative Fee	Period
Parklet Permit Application Fee*	\$500	One-off fee
Parklet Permit Annual Renewal Fee**	\$125 per square metre	Renewable 12 months
Make Good Bond***	\$1,000	Refundable at termination of The Permit

\* Application fees are non-refundable

\*\*Note this charge is the 2023-24 Parklet Fixed Area fee and inclusive of any furniture (e.g., tables and chairs) within the space

\*\*\*A bond will be retained for 'make good' requirements. See Parklet Removal and Change of Ownership for more information.

## 7. Related Legislation

*Food Act 1984*

*Local Government Act 2020*

*Planning and Environment Act 1987*

*Public Health and Wellbeing Act 2008*

*Environment Protection Act 2017*

## 8. Further information

For further information concerning this guideline please contact the Economic Development Team on T: 1300 179 944 or E [business@hobsonsabay.vic.gov.au](mailto:business@hobsonsabay.vic.gov.au).

## Appendix A – Definitions

Parklet	A car parking space that is converted into an extended outdoor trading area
Parklet Permit or Permit	A permit that gives access to a parklet area for commercial use provided Applicants pay relevant fees and meet the terms and conditions
Applicant	Refers to any person, primarily business owners, applying for a Permit under the Guideline
Permit Holder	Refers to any person, primarily business owners, who obtains a Parklet Permit
Council	Refers to Hobsons Bay City Council
Footpath Trading Permit	Refers to The Hobsons Bay's Footpath Trading Permit which permits eligible businesses to trade on footpaths provided they pay relevant fees and meet the terms and conditions
Footpath Trading Code of Practice	The Code of Practice outlines requirements that local traders must comply to ensure there is clear, safe and unobstructed access for pedestrians of all abilities on Hobsons Bay's footpaths.
Permit Period	The length of time the Permit Holder is legally allowed to retain a Parklet
The Guidelines	Refers to all related terms and conditions as detailed within this document
The Parklet Permit Renewal Fee	The annual fee that must be paid to retain a Parklet Permit
Activity Centre	Areas that provide a focus for services, employment, housing, transport, and social interaction. They range in size and intensity of use from smaller neighbourhood centres to major suburban centres and larger metropolitan centres. A detailed list of activity centres can be found under the Hobsons Bay <i>Activity Centres Strategy 2019-36</i>
Liquor Licence	A liquor licence is a government issued permit to sell, manufacture, store, or otherwise use alcoholic beverage.
Red Line Plan	Business has a liquor license and will serve alcohol in defined area This is shown by a red line drawn on a plan of the premises - a red line plan
Site Plan	Plan that accurately shows the area and layout of the Parklet

## Appendix B – General Terms and Conditions

### Overview

Permits are reviewed towards the end of each Permit Period to ensure equity and accessibility for parklet owners. All permit renewals will be processed with consideration to current demand for parklets and the impact on local businesses and the Hobsons Bay community.

To apply for Parklet Permit, businesses must meet the following terms and conditions:

- **Public liability insurance** – Applications must include a Certificate of Currency for Public Liability insurance to the sum of \$20,000,000 and noting “Hobsons Bay City Council” as an interested party, and commitment to maintaining currency.
- **ABN** – If applying as a business or company, Applicants must provide proof of business or company registration (ABN).
- **Amenity** – At no stage must a parklet directly or indirectly cause or allow to be caused a civil nuisance or, in the opinion of a Council Officer, an unreasonable disruption to another party. Regard must also be given to the nuisance provisions of the Public Health and Wellbeing Act 2008 and the unreasonable noise requirements of the Environment Protection Act. If an authorised officer observes a breach in amenity associated with the parklet Council reserves the right to require a noise and amenity complaint mitigation procedure be developed.
- **House of Operation** – Trading within a parklet area is to cease by 11pm for hotels and bars, and 1am for restaurants and cafes – unless over-ridden by a planning permit or at the request of an authorised officer. These times are in place to ensure nearby residents are not negatively affected; Council reserves the right to determine Parklet trading hours.
- **Hygiene and cleanliness** – To ensure the hygiene and cleanliness of a Parklet is maintained, the following standards apply:
  - litter must be cleared from the trading area by the permit holder at all times.
  - food scraps and any other rubbish within the immediate area must be removed and deposited within the permit holder’s own bins kept within the premises.
  - litter generated by parklet trading must not be swept into the street gutter, or adjacent footpath areas. It must be picked up and deposited within the permit holder’s own bins kept within the premises.
  - trade waste must not be placed in public street bins.
  - Council’s street cleaning services operate in the early morning to ensure minimum disruption to local businesses. However, the permit holder has a responsibility to keep the parklet area and nearby street or footpath clean and must work with the Council to ensure this is achieved.
  - Any damage or graffiti must be dealt with as soon as practical by the Permit Holder.
- **Tobacco Act requirements** – The parklet must comply with the requirements of the Tobacco Act 1987. No smoking is permitted within a 4m buffer of food being served of adjoining premises. No smoking, shishas or vaping may take place in the parklet.
- **Subletting** – The parklet must not be sublet to another entity during the term of the agreement
- **Termination of Permit or Non-Compliance:**
  - Council may terminate a parklet permit and require the business to remove the Parklet if the business breaches the terms and conditions set under The Guideline and, if the breach is capable of being remedied, does not remedy the breach within 7 calendar days of receipt of written notice from the Council.
  - Further, non-compliance may leave the parklet owner in breach of Hobsons Bay Community Local Law.
  - Council reserves the right, irrespective of anything contained in this Guideline, to revoke, suspend or cancel a permit that has been issued, or the approval of a parklet. Council may refund on a pro-rata basis any permit application fees that have been paid, but will not be liable for any lost business, income or other business cost associated with the exercise of this clause.

- **Events and capital works** – Businesses must accept any Council approved major events, minor events, capital projects and/or maintenance works will take precedence over parklet permits.
- **Display of permit** – A current copy of the parklet permit must be provided to an authorised parklet officer when requested while conducting activities on Council owned and managed land.
- **Additional Approvals** – Council may require approvals from other relevant regulatory bodies such as Victoria Policy, Worksafe, Department of Transport or the VGCCC as relevant.



# Hobsons Bay Fixed Infrastructure Guidelines

---

October 2023



### **Acknowledgment of Country**

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, present and emerging.

Contents

- 1. Purpose..... 4**
- 2. Background ..... 4**
- 3. Scope ..... 4**
- 4. Definitions ..... 4**
- 5. Design Criteria and Specifications ..... 5**
- 6. Permit Application ..... 8**
- 7. Fees and costs ..... 10**
- 8. Further information ..... 10**

## 1. Purpose

The purpose of this document is to provide guidance on the installation of fixed infrastructure in footpaths across Hobsons Bay.

## 2. Background

This document has been prepared as part of the Hobsons Bay outdoor trading framework 2023. The number of businesses utilising outdoor trading space has increased since the Covid-19 pandemic in response to social distancing requirements. This guidance has been developed to provide simple draft guidelines for businesses in regard to low risk fixed infrastructure options for businesses utilising outdoor trading.

Design guideline specifications in this document have been drawn from existing outdoor trading guidelines prepared by other Councils in Victoria such as the City of Melbourne Outdoor Café Guide and the City of Merri-bek Parklet Program guidelines. Information has been modified where applicable to reflect Hobsons Bay current requirements.

## 3. Scope

This document covers the following fixed infrastructure:

- Fixed Screens
- Fixed Lighting
- Umbrella Sockets

## 4. Definitions

Fixed furniture	Fixed furniture is immovable and permanently in place. Semi-fixed furniture is placed in sockets embedded in the pavement, but movable without tools.*
Semi-Fixed Furniture	Refers to any item locked down or bolted into the ground via a socket and sleeve system such as glass screens, planter boxes, umbrellas or awnings. It does not include canvas screens, chairs, tables, and gas heaters that can be shifted or removed. Canvas screens cannot be fixed to any structure or the footpath.
Footpath Trading or Footpath Trader Program	A Hobsons Bay program under which eligible local traders can apply for and obtain a permit to place temporary advertising signs, display of goods, tables with chairs, heaters, screens, planter boxes and street furniture on footpaths.
Footpath Trading Code of Practice	The Code of Practice outlines requirements that local traders must comply to ensure there is clear, safe and unobstructed access for pedestrians of all abilities on Hobsons Bay's footpaths.
Footpath Trading Permit (FTP)	Refers to Hobsons Bays Footpath Trading Permit which permits eligible businesses to trade on footpaths provided they pay relevant fees and meet the terms and conditions
The Permit	Refers to a fixed infrastructure permit

## 5. Design Criteria and Specifications

### Fixed Screens

**Objective:** *To enable the installation of high-quality fixed screens that are easily maintained and align with or improve the amenity of the streetscape.*

#### Considerations

- Screens should not adversely affect the openness and streetscape of the area or the heritage character of heritage precincts
- Glass screens are the preferred material, rather than steel fences or other non-transparent structures, to enable openness and minimise amenity impacts
- Council is unlikely to permit glass screens where they create a cluster of continuous glass screens along the footpath
- Council encourages innovative and quality design for fixed glass screens.
- To avoid cluttering the street, glass screens are to be simple in design and should appear as a decorative element
- The use of 1200 – 1500 mm high screens is recommended
- Screens in heritage precincts will be subject to additional considerations to ensure impacts on the heritage significance of the precinct are considered, and will be assessed on a case-by-case basis, and may require input from Council's heritage advisor
- The design and construction of glass screens should conform to the specifications below.

#### Specifications

- Laminated glass must be used for glass screens with a minimum thickness of 10.38mm in accordance with standard safety requirements specified under building regulations.
- Poles must be 48mm diameter extruded aluminium and finished in clear anodised aluminium.
- A base should be constructed of aluminium.
- Poles that support glass screens must be fixed into the ground with an approved socket.
- A gap of 100mm is required from the ground to the base of the glass panel.
- No other structure can be attached to the glass screens at any time.

#### Placement and Storage

- Screens are not permitted between the building line and the edge of the outdoor area.
- The side of the outdoor trading area facing the building should remain open.
- A clearance is required between neighbouring outdoor café boundaries, where furniture such as screens are fixed in place. A minimum of 375mm clearance is required from the boundary of each outdoor café giving a total of 750mm.
- A 1500mm break must be provided in the centre of an outdoor café that has a total length of 12 metres or greater.
- If an applicant wants to install glass screens next to an existing business with glass screens, and the total screen length exceeds 12 metres, that applicant is required to reduce the length of the screens by 1500mm.

- At no time can screens extend beyond the property boundary.
- Glass screens must be semi-fixed to the pavement via a socket or sleeve system
- Glass screens are generally not required to be removed from the public place at the end of permit trading hours.
- No other structures can be attached to the glass screens at any time.

### Approvals

- Details of screens must be provided on the plans submitted with an application.
- Glass screens must be certified by a structural engineer particularly in relation to fixing and impact loads (comparable to AS 1170.1 balustrading).

### Lighting

**Objective:** *To provide guidance for the installation of high quality temporary lighting within outdoor trading areas.*

#### Considerations:

If an outdoor area is deemed suitable for electrical lighting, the following criteria must be met:

- the existing power supply is to be checked to ensure it has sufficient capacity.
- the electrical installation is to be undertaken by a qualified electrician and a certificate of electrical safety is to be provided.
- lighting must be metered.
- lighting installation must be approved by local power provider.

#### Specifications:

The selected lighting will need to comply with the following requirements:

- The lighting used will need to be water and dust proof to a rating of IP65.
- The lighting is not permitted to cast focused light upwards.
- No lighting is permitted to be present in, or attached to, trees.
- The illuminance of the lighting is not allowed to exceed 5 lux.
- The connection between the lighting solution and power outlet is not permitted to be accessible by patrons or other non-authorized personnel.
- When using solar panels to power lights, ensure they are attached to a pole or on top of appropriate furniture that is sturdy and durable, and will not fail under common weather conditions.
- When using lighting with wiring required to be at ground-level, ensure the wiring is buried to a minimum depth of 600mm and is traceable.
- Lighting proposals within a residential area must not significantly impact amenity.

### Lock-in-devices (sockets and sleeves)

**Objective:** *Sockets are compulsory for some furniture items (e.g., umbrellas and fixed screens) some removable screens.*

#### Considerations:

- All lock-in devices must be approved by Council

- If a lock-in device is fitted without prior Council approval and the required specifications are not met, an authorised officer will require that the lock-in device be removed and the footpath be re-instated to its original condition at the traders expense
- All lock-in devices must be maintained and repaired by the current trader using that device
- If a premises changes ownership, and the future operator will not be using the lock-in devices, the current trader will be responsible for re-instating the footpath to its original condition, to the satisfaction of the authorised officer prior to vacating the premises
- The integrity of the footpath is the installer's responsibility and any damage must be reported to Council
- The installer must check for underground services
- The installer must ensure underground services are not damaged during installation
- The permit holder is responsible for the ongoing maintenance and condition of the sockets

**Specifications:**

- Sockets must be made of stainless steel and have an auto shut lid to prevent the lid staying open and creating a hazard on the footpath.
- Sockets must be installed in a concrete slab to ensure that if any footpath rehabilitation is required sockets are not removed.
- For concrete footpaths the concrete slab is to be a saw-cut joint.
- Sockets must be installed flush to the level of the footpath, and no parts should project above footpath level when not in use.
- Sockets must be installed in accordance with manufacturer's specifications.

## 6. Permit Application

### Permit information

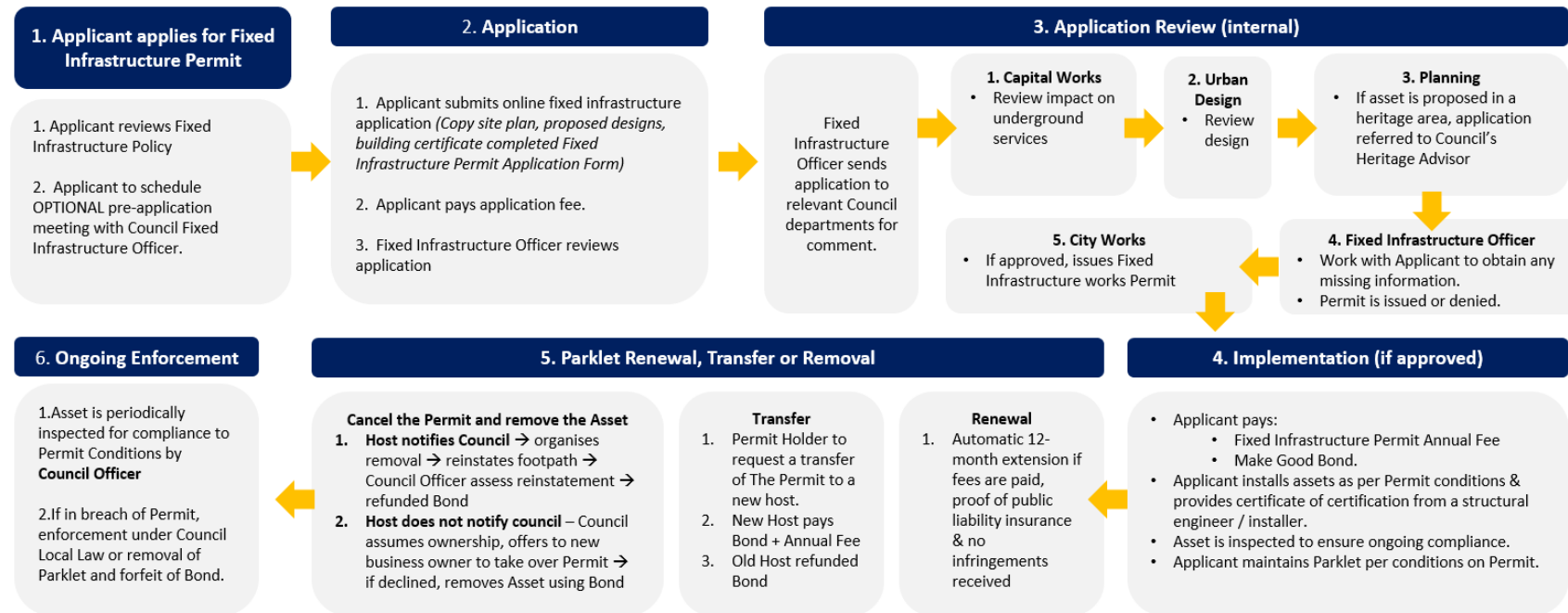
Information that will be required as part of an application for fixed infrastructure is likely to include the following:

- Copy Public Liability Insurance – Council requires the policy to note Council’s interest and be for the amount of no less than \$20,000,000 in respect of any single occurrence. Public liability insurance must remain current and valid for the life of the permit and must be produced annually.
- Copy of the installation contractor’s insurance certificate of currency
- Manufacturer’s installation specifications
- Site plan of existing conditions at 1:100 scale, showing:
  - Width of the building frontage.
  - Footpath area from the building line to the kerb.
  - Existing location of chairs and tables, umbrellas, and other furniture.
  - Existing location of public infrastructure (including street trees, telephone poles and parking restrictions).
  - All underground services.
  - Front and side elevations.
  - Total height of glass screens, lighting, and lock in devices, including any clearances from the ground to the bottom of any glass screen or planter box.
  - The distance between the top of the glass screens and anything directly above including canopy, awning, and fixed heaters.
- Fixed infrastructure design
  - Details of all advertising on screens.
    - Size and positioning of advertising/company logos (preferably placed only on the two end returns and only two of the glass panels facing the building).
- Completed online application form and payment of application fee.

# Permit process

Figure 1 provides a high-level overview of the application process.

Figure 1: Fixed Infrastructure Permit Process





## 7. Fees and costs

The construction and maintenance of the fixed infrastructure would be the responsibility of the business. Fees would include an application fee, renewal fee and a make-good bond. Note the fees in the table below are indicative only and will be subject to change.

*Table 1: Proposed fees associated with fixed infrastructure*

Fee Type	Glass Screens	Lighting	Umbrella Sockets
Fixed Infrastructure Permit Application Fee	\$250 (one off)		
Fixed Infrastructure Annual Renewal Fee	\$275 (annual)	\$218 (annual)	\$50 per socket (annual)
Make Good Bond* Refundable at termination of The Permit	\$1,000	\$500	\$500

\* Refundable upon approval of the works being completed by a structural engineer

\*\*A Bond will be retained for 'make good' requirements.

\*\*\* This fee is an estimate only based on the existing fee for screens under the footpath trading permit process.

## 8. Further information

For further information concerning this document please contact the Economic Development Team on T: 1300 179 944 or E: [business@hobsonsby.vic.gov.au](mailto:business@hobsonsby.vic.gov.au)



# **Affordable Housing Policy**

## **November 2023 (Final Draft)**

---

**Acknowledgment of Country**

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, present and emerging.

DRAFT

# Contents

<b>1. Introduction</b> .....	<b>4</b>
<b>2. Purpose and scope</b> .....	<b>4</b>
<b>3. Statement of Intent</b> .....	<b>5</b>
<b>4. Context</b> .....	<b>5</b>
Defining Affordable Housing .....	5
Roles and responsibilities .....	7
Affordable Housing Needs Assessment.....	10
Land use planning considerations.....	11
<b>5. Community and Stakeholder Engagement</b> .....	<b>12</b>
<b>6. Action Areas</b> .....	<b>13</b>
Action Area 1: Advocacy and Leadership .....	13
Action Area 2: Land use planning .....	14
Action Area 3: Hobsons Bay Affordable Housing Trust .....	15
Action Area 4: Use of government-owned assets .....	15
Action Area 5: Community awareness and understanding .....	16
Action Area 6: Supporting at risk residents .....	16
<b>7. Implementation and Monitoring</b> .....	<b>17</b>
<b>8. Key Terms</b> .....	<b>18</b>
<b>9. References</b> .....	<b>22</b>
<b>10. Further information</b> .....	<b>23</b>
<b>11. Document control</b> .....	<b>23</b>
<b>12. Version history</b> .....	<b>23</b>

# 1. Introduction

There is an urgent need for more Affordable Housing in Hobsons Bay to support households on very low, low, and moderate incomes.<sup>1</sup> Research estimates a current shortfall of more than 1,400 Affordable Housing dwellings in Hobsons Bay, with highest need amongst very low income and single adult households.<sup>2</sup>

Housing is recognised as a human right in the Universal Declaration of Human Rights.<sup>3</sup> Research indicates that adequate housing is protective for physical and mental health, while inadequate or precarious housing can be harmful for individuals, families and communities.<sup>4</sup> Inadequate housing (measured by a range of factors such as affordability, location, and security of tenure) can affect people's identify, stability, safety, social support, and general sense of control over their lives.<sup>5</sup>

Commonwealth and Victorian Governments set the legislative, policy and funding contexts for housing markets and Affordable Housing. By comparison, local government plays a relatively limited role, focussed primarily on advocating on behalf of local communities and negotiating Affordable Housing contributions through the planning system.

To address a shortfall of Affordable Housing, Council will continue to prioritise advocacy and negotiating Affordable Housing contributions via the planning system. It will also support the growth of the Hobsons Bay Affordable Housing Trust and work to identify opportunities for more Affordable Housing on government-owned land.

## 2. Purpose and scope

The purpose of this Policy is to guide Council's efforts to increase the supply of Affordable Housing in Hobsons Bay. It recognises the role of safe, secure and affordable housing in supporting the health and wellbeing of local communities, particularly for vulnerable and lower income households.

More specifically, this Policy:

- articulates Council's position on Affordable Housing to residents, local businesses and other key stakeholders such as developers and registered housing agencies
- presents a series of action areas and commitments that will inform Council's future planning, actions and decision-making
- strengthens the foundations to further grow and develop Council's approach, including the further development of the Hobsons Bay Affordable Housing Trust.

This Policy adopts the definition of Affordable Housing outlined in the *Planning and Environment Act 1987*, which includes housing to meet the needs of very low-, low- and moderate-income households (see Section 4, below). As such, it supports different types of Affordable Housing, including social, affordable rental and affordable purchase housing, depending on local need and external policy contexts and funding opportunities.

---

<sup>1</sup> 'Affordable Housing' is defined in the *Planning and Environment Act 1987* as follows: *housing, including social housing, that is appropriate for the housing needs of very low, low and moderate income households*. Wherever the term 'Affordable Housing' (intentionally capitalised) is used in this Policy, it has the same meaning as the definition at Section 3AA of Act.

<sup>2</sup> .id Consulting (c. 2023) Housing monitor: Hobsons Bay City (<https://housing.id.com.au/hobsons-bay>).

<sup>3</sup> United Nations (c. 2023) Universal Declaration of Human Rights (<https://www.un.org/en/about-us/universal-declaration-of-human-rights>).

<sup>4</sup> VicHealth (n.d.) Housing and health – Research summary ([https://www.vichealth.vic.gov.au/sites/default/files/Housing\\_and\\_Health\\_Research-Summary\\_web.pdf](https://www.vichealth.vic.gov.au/sites/default/files/Housing_and_Health_Research-Summary_web.pdf)).

<sup>5</sup> Ibid.

This Policy identifies four key roles for Council in seeking to increase the supply of Affordable Housing: Advocate, Planner, Partner, and Connector (see Section 4 for more detail). These roles operate within the broader context of Council’s core responsibilities, legislative obligations, and the need to maintain financial sustainability for current and future generations.

This Policy replaces Council’s Affordable Housing Policy Statement 2016.

### 3. Statement of Intent

**Hobsons Bay City Council acknowledges that safe, secure and affordable housing is a fundamental human right, and a key determinant of individual and community health and wellbeing. Council will continue to support and encourage increased supply of Affordable Housing in Hobsons Bay (particularly via the Hobsons Bay Affordable Housing Trust) to meet the current and future needs of our community.**

### 4. Context

#### Defining Affordable Housing

This Policy adopts the current definition of Affordable Housing in the *Planning and Environment Act 1987*. As per Section 3AA of the Act, Affordable Housing is defined as:

**housing, including social housing, that is appropriate for the housing needs of any of the following:**

- (a) very low income households**
- (b) low income households**
- (c) moderate income households**

The income ranges that define the above household groups are based on data published by the Victorian Government each year (see Table 1).<sup>6</sup> The Victorian Government has also established eight criteria that need to be considered when determining whether housing is appropriate for the needs of lower income households, including allocation, affordability, longevity, tenure, type of housing, location, integration, and estimates of housing need.<sup>7</sup>

*Table 1: Household Income ranges for Affordable Housing in Greater Melbourne (June 2023)*

	<b>Very low income range (annual)</b>	<b>Low income range (annual)</b>	<b>Moderate income range (annual)</b>
Single adult	Up to \$29,770	\$29,771 to \$47,630	\$47,631 to \$71,450
Couple, no dependent	Up to \$44,650	\$44,651 to \$71,450	\$71,451 to \$107,170
Family (with one or two parents) and dependent children	Up to \$62,510	\$62,511 to \$100,030	\$100,031 to \$150,030

The definition of Affordable Housing in the *Planning and Environment Act 1987* includes different types of Affordable Housing that exist within a broader housing ‘continuum’ (see Figure 1).

<sup>6</sup> Governor in Council Order (2023) *Planning and Environment Act 1987, Section 3AB – Specification of Income Ranges for Affordable Housing*, June 2023.

<sup>7</sup> Victorian Government (2018) *Ministerial Notice – Specified Matters under Section 3AA(2) of the Planning and Environment Act 1987*, May 2018.

This Policy will focus primarily on the following types of Affordable Housing: social housing, affordable rental housing, and affordable purchase housing. Crisis accommodation and transitional housing will not be a primary focus for this Policy, as they typically provide short-term housing options for people experiencing homelessness or an immediate crisis such as family violence. These types of housing have specific planning controls in the Hobsons Bay Planning Scheme, e.g. Clause 52.22 (Community Care Accommodation) and Clause 52.23 (Rooming House). Private rental and private ownership are also out of scope, as Council has limited capacity to influence housing affordability in the private market.



**Figure 1: Housing continuum**

(Source: adapted from <https://www.northumberland.ca/en/housing-help/housing-continuum.aspx>)

The following definitions of the key types of Affordable Housing have been adapted from the Victorian Government<sup>8</sup> and will be used in this Policy:

- **Social housing** - rental housing suitable for the needs of very low- and low-income households provided either by government (public housing) or by registered housing agencies (community housing) and supported with a subsidy of some kind. Tenants access social housing via the Victorian Housing Register and rents are typically set as a percentage of income, e.g. 25 to 30 per cent.
- **Affordable rental housing** – housing suitable for the needs of (primarily) moderate income households, typically provided either by government or by registered housing agencies. Housing is priced so these households can meet their other essential living costs. Tenants are subject to eligibility criteria and rents are usually set as a percentage of market rate, e.g. 70 to 80 per cent. Affordable rental housing may also be delivered through programs such as the Commonwealth Government’s National Rental Affordability Scheme (ending in 2026) and the Victorian Government’s Homes Victoria Affordable Home program.
- **Affordable purchase housing** - housing suitable for the needs of (primarily) moderate income households, typically provided or supported by government, registered housing agencies or private developers. Housing may be priced as a percentage of market rate (e.g. 70 to 80 per cent) and/or delivered through programs such as ‘shared equity’ or ‘rent to buy’ (see Key Terms).

Through this Policy, Council will seek to increase the supply of social housing (typically for very low- and low-income households) and affordable rental and affordable purchase housing (typically for moderate-income households) in Hobsons Bay.

<sup>8</sup> Homes Victoria (2021) *Establishing a 10-Year Strategy for Social and Affordable Housing: A discussion paper prepared for the Victorian community by the Victorian Government*, <https://www.homes.vic.gov.au/10-year-strategy-social-and-affordable-housing>, accessed June 2023.

## Roles and responsibilities

The Commonwealth and Victorian Governments are primarily responsible for setting the policy, legislative and funding contexts for Affordable Housing. Like most local governments in Victoria, Hobsons Bay City Council plays a key role through land use planning and advocacy. However, Council has extended its role through its establishment and ongoing support of the Hobsons Bay Affordable Housing Trust and consideration of the use of Council-owned land for Affordable Housing projects. The roles and responsibilities of Council and other levels of government are outlined below, alongside other key stakeholders such as the Hobsons Bay Affordable Housing Trust, registered housing agencies, landowners and developers, support services, and local communities and businesses.

### Commonwealth Government

The Commonwealth Government oversees tax policy frameworks that affect housing demand and affordability in the private market, including through negative gearing and capital gains tax. It also delivers programs that aim to provide increased access such as First Home Buyer Grants. In a more targeted way, the Australian Government also funds homelessness services, offers low-cost financing for social housing projects, and provides payments to individuals through Commonwealth Rent Assistance.

The Commonwealth Government will also take a more active role in funding construction of Affordable Housing through the Housing Australia Future Fund (HAFF). The HAFF will provide funding for various types of Affordable Housing, complemented by the National Housing Accord (with a focus on affordable rental housing) and the Social Housing Accelerator program (with a focus on social housing). The Commonwealth Government has also sought to coordinate reforms to rental standards and land use planning frameworks through National Cabinet.

### Victorian Government

The Victorian Government plays a central role in the supply of Affordable Housing in Victoria. It funds and manages the public housing system, including around 1,000 properties in Hobsons Bay. It also administers the community housing regulatory framework through the *Housing Act 1983* and establishes the rights and responsibilities of renters and rental providers through the *Residential Tenancies Act 1997*.

The Victorian Government also oversees Victoria's planning system through the *Planning and Environment Act 1987*. In 2018, a definition of 'Affordable Housing' was added to the *Planning and Environment Act 1987*, alongside a new objective to 'facilitate the provision of affordable housing in Victoria'. In 2020, the Big Housing Build commenced, a \$5.3 billion investment which aims to deliver over 12,000 new social and affordable dwellings over four years. To streamline implementation of the Big Housing Build, the Victorian Government also introduced changes to the planning system that apply to various Affordable Housing projects.

In September 2023, the Victorian Government announced Victoria's Housing Statement which outlines a wide range of planning and housing reforms with the broad aim to improve housing supply and affordability in Victoria. Alongside the Statement, the state government introduced amendments to the Hobsons Bay Planning Scheme that have the potential to reduce Council's role in assessing significant residential development and negotiating Affordable Housing contributions on these sites.

### Hobsons Bay City Council

Hobsons Bay has taken a proactive approach to addressing a lack of Affordable Housing, most notably through the establishment of the Hobsons Bay Affordable Housing Trust and consideration of the use of Council-owned land for Affordable Housing projects. This work has



been guided by the Affordable Housing Policy Statement 2016, and complemented by other Council plans, strategies and policies, including the Council Plan 2021-25, Hobsons Bay Housing Strategy 2019, Hobsons Bay Property Strategy 2021 and A Fair Hobsons Bay for All 2019-23.



**Figure 2: The role of Council in the provision of Affordable Housing**

Through this Policy, Council will continue to work across four key roles (see Figure 2).

**Role 1: Advocate**

Council has a role in advocating for the local community and its interests in response to policy and funding proposals set by the state and federal governments that impact access to Affordable Housing. Through this role, Council engages with decision-makers within other levels of government, as well as peak bodies, industry representatives, neighbouring Councils and other key stakeholders. It also prepares submissions to represent the views of Council and local communities to inform government inquiries, policy development and other related projects.

**Role 2: Planner**

Council plays a key role in land use planning and development in Hobsons Bay. As the Responsible Authority for the assessment of planning permit applications against the Hobsons Bay Planning Scheme, Council makes decisions about the types of residential developments delivered in Hobsons Bay.

Through the preparation of planning scheme amendments, Council can also introduce new local policy or residential zones that encourage different types of dwelling stock that may be more affordable (e.g., apartments) in appropriate locations. Council also negotiates Affordable Housing contributions where the development or rezoning of land results in a significant uplift in accordance with the objectives of the *Planning and Environment Act 1987* and this Policy.

**Role 3: Partner**

Council plays a more direct partner role through its support for the Hobsons Bay Affordable Housing Trust and by considering the use of Council-owned land for Affordable Housing projects. This demonstrates Council’s strong commitment to increasing supply and has been consolidated through the 2016 Policy Statement. This role is guided by detailed and robust governance arrangements and is also informed by Council’s current and forecast financial position, core responsibilities, and legislative requirements under the *Local Government Act 2020*.

**Role 4: Connector**

Increasing the supply of Affordable Housing relies on the support multiple organisations and local communities, and Council plays an important role in this process. Council engages and connects with key stakeholders and helps to build community awareness and understanding of the need

for Affordable Housing. This role extends to support for residents and households experiencing or at risk of homelessness and insecure housing. While Council does not deliver these services, it may provide referrals to support agencies and support more coordinated local responses.

### Hobsons Bay Affordable Housing Trust

The Hobsons Bay Affordable Housing Trust has been established as a perpetual Charitable Trust for the purpose of providing a range of affordable, secure and appropriate housing in the City of Hobsons Bay. The Trust may acquire land or existing buildings in Hobsons Bay with the purpose of refurbishing them for Affordable Housing or to construct new dwellings. Housing is made available to 'eligible residents', i.e. an individual or household in need of Affordable Housing with significant links to the City of Hobsons Bay. **The Trust is Council's preferred method for delivering Affordable Housing contributions negotiated through the planning system.**

In 2020, Housing Choices Australia (HCA) was appointed by Council as the Trustee of the Hobsons Bay Affordable Housing Trust. HCA is a registered housing agency and has experience managing other housing trusts, as well as developing and managing Affordable Housing in Hobsons Bay and across metropolitan Melbourne. The Trustee will deliver Affordable Housing projects on behalf of the Trust such as the Epsom Street Affordable Housing project (subject to external funding) and will manage future Affordable Housing contributions for the benefit of Hobsons Bay residents. More broadly, the further development of the Trust is a key priority for Council, and an important part of our approach to increasing supply of Affordable Housing in Hobsons Bay.

### Registered housing agencies

Registered housing agencies (RHAs) are not-for-profit organisations established to develop and manage Affordable Housing. RHAs are a regulated sector under the *Housing Act 1983*. The Victorian Housing Registrar is responsible for the regulatory oversight of the sector, ensuring it delivers safe, secure and affordable housing and protects investment into the sector.

RHAs may contribute to increasing supply by developing their own land or land that is owned or made available by government agencies or private developments. They may also apply for government funding for housing development and can accept developer contributions through the planning system by agreeing to purchase dwellings at a reduced agreed price or accepting cash, land or other contributions.

The following registered housing agencies currently manage Affordable Housing in Hobsons Bay: Unison Housing; Aboriginal Housing Victoria; Common Equity Housing; Haven Home Safe; Housing Choices Australia; Launch Housing; United Housing Co-operative; Williamstown Rental Housing Co-Op; Wintringham Housing; Women's Housing; and Women's Property Initiatives.<sup>9</sup>

### Other key stakeholders

There are a range of other stakeholders that influence the supply of Affordable Housing in Hobsons Bay. These include:

- **Developers and landowners** – under the current planning framework, developers and landowners make Affordable Housing contributions in the form of cash, land or dwellings.
- **Government agencies** – there are a range of government agencies that can enable increased local supply, including Homes Victoria and the National Housing Finance and Investment Corporation (Housing Australia).

---

<sup>9</sup> Internal Council data.

- **Neighbouring Councils** – the need for Affordable Housing extends beyond municipal boundaries, and neighbouring Councils can support collective advocacy or initiatives to increase local supply.
- **Support services** – local service providers support local communities affected by housing stress, homelessness and limited access to Affordable Housing, including through financial, legal, health, educational and material aid support.
- **Local communities and businesses** – residents and businesses are Council’s primary stakeholders and can play various roles, including leading development (as developers or landowners), providing feedback on Council planning and decisions, and/or living in Affordable Housing within Hobsons Bay.

## Affordable Housing Needs Assessment

There is a diverse and growing need for Affordable Housing in Hobsons Bay. It is estimated that more than 1,400 moderate, low and very low-income households are currently in need of Affordable Housing, which equates to 4.1 per cent of all households.

In June 2022, Hobsons Bay was home to just under 92,000 people, with the population forecast to grow steadily to around 120,000 by 2041. Over the past decade, housing costs have grown, with median prices for houses (up 83%), units (up 58%) and vacant house blocks (up 144%) all increasing substantially.<sup>10</sup> Additionally, in 2023, just seven per cent of private rental properties are affordable for very low-income households in Hobsons Bay, and none of these affordable for those relying on income support such as JobSeeker or Youth Allowance.<sup>11</sup> We also have a growing number of people (particularly women) seeking support through Specialist Homelessness Services.<sup>12</sup>

Homelessness and housing stress continue to drive need for Affordable Housing in Hobsons Bay. Almost 300 people were experiencing homelessness on Census night 2021 and a further 262 people were living in marginal housing.<sup>13</sup> Additionally, between 2011 and 2016, women aged 55+ were the fastest growing group experiencing homelessness in Australia, with data from 2021 showing that homelessness rates have not fallen for this group.<sup>14</sup> Additionally, the number of households on the Victorian Housing Register for the Altona and Werribee Districts, which incorporate Hobsons Bay, has also grown in recent years, with single person households including parents and older people making up the vast majority.

Figure 3 shows that unmet need for Affordable Housing is highest amongst lone-person households, affecting almost one in five households (18.7%) in this group across all household income groups (very low, low and moderate). A smaller (but still substantial) proportion of family households (11.6%) are also in need, primarily in very low- and low-income households income groups. As such, future social housing stock delivered in Hobsons Bay (typically for very low- and low-income households) should prioritise one-, two- and three-bedroom dwellings, while affordable rental and affordable purchase housing stock (typically for moderate income households) should prioritise one- and two-bedroom dwellings with a focus on lone person households.

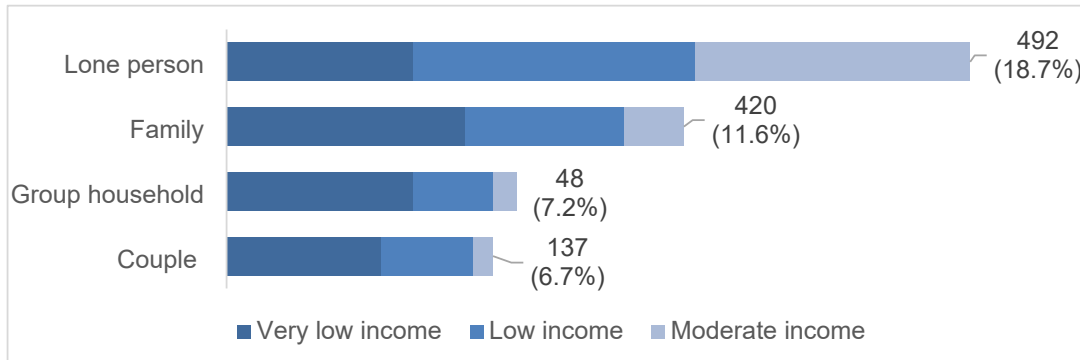
<sup>10</sup> Department of Transport and Planning (c. 2023) About Valuer-General Victoria (<https://www.land.vic.gov.au/>).

<sup>11</sup> Anglicare Australia (2023) 2023: Rental Affordability Snapshot (<https://www.anglicare.asn.au/publications/2023-rental-affordability-snapshot/>).

<sup>12</sup> Australian institute of Health and Welfare (2022) Specialist homelessness services annual report 2021-22, <https://www.aihw.gov.au/reports/homelessness-services/specialist-homelessness-services-annual-report/contents/about>

<sup>13</sup> Australian Bureau of Statistics (2023) Estimating Homelessness: Census (<https://www.abs.gov.au/statistics/people/housing/estimating-homelessness-census/latest-release>).

<sup>14</sup> Ibid.



**Figure 3: Households in need of Affordable Housing (% of household type)**  
 (Source: ABS Census of Population and Housing, 2021. Compiled and presented by .id)

Based on current need and forecast population growth, it is estimated that the need for Affordable Housing will increase to 1,987 households by 2041 without adding any further supply.<sup>15</sup> To fully meet this need, approximately 17 percent of all new dwellings built until 2041 would need to be Affordable Housing (representing around 100 new Affordable Housing dwellings per year).<sup>16</sup> Based on this forecast demand, even if Council were able to negotiate with developers to deliver Affordable Housing dwellings in accordance with Commitments 2.1 and 2.2 of this Policy, there would still be a significant shortfall of supply in 2041.

Addressing this issue of Affordable Housing in Hobsons Bay will therefore require a multifaceted approach by Council. As reflected in the six key action areas set out in this Policy, this approach would include:

- advocacy to the State and Federal Government
- development of the Hobsons Bay Affordable Housing Trust
- securing Affordable Housing contributions through the planning system
- identification and use of surplus government owned land for Affordable Housing
- building community awareness and support for vulnerable residents

*Further detail on the Affordable Housing Needs Assessment is presented in the Affordable Housing Policy Background Paper.*

## Land use planning considerations

In circumstances where the planning scheme is being amended to make changes to the land use (zoning) or development potential of land, it is argued that the planning system is delivering a significant uplift in value and that at least part of this uplift should be captured for the purposes of addressing broader public policy goals in relation to Affordable Housing.

Hobsons Bay works within the current voluntary negotiation framework for Affordable Housing contributions, established through the Victorian Planning System, the *Planning and Environment Act 1987* and supporting policies and processes.

Council has successfully negotiated Affordable Housing contributions as part of the process of rezoning larger ‘brownfield’ sites (also referred to as Strategic Redevelopment Areas or SRAs).

<sup>15</sup> .id Consulting (c. 2023) Housing monitor Hobsons Bay City (<https://housing.id.com.au/hobsons-bay>).

<sup>16</sup> This is calculated as a proportion of the total forecast additional 11,813 households in Hobsons Bay by 2041. See .id Consulting (2023) Housing monitor Hobsons Bay City (<https://housing.id.com.au/hobsons-bay>).

This has supported by the 2016 Policy Statement that seeks a 10 percent contribution towards Affordable Housing as part of the rezoning of a SRA.

Council has also secured Affordable Housing contributions on residential development sites through the planning permit process. The threshold for seeking contributions outside of SRAs in the 2016 Policy Statement was 20 or more dwellings. Given the current and forecast unmet need for Affordable Housing in Hobsons Bay, this Policy will seek an Affordable Housing contribution for planning permit applications that deliver 10 or more dwellings and for all residential rezonings.

While the Victorian Government encourages voluntary negotiations through the planning system, the planning and development industry have highlighted that this process creates uncertainty for landowners, developers, and the community.<sup>17</sup> A mandatory provision towards Affordable Housing in the planning system could be of benefit to Council as it would remove the requirement for lengthy negotiations.

A mandatory provision in the planning scheme would also ensure contributions are secured for smaller development sites as well as rezonings. In future, Council will need to focus more on negotiating Affordable Housing contributions via development and infill applications given the limited vacant or brownfield sites that remain within Hobsons Bay. However, any mandatory provision would need to be created in such a way that the contribution is fair and reasonable and is borne solely by the developer or recipient of any uplift from a development or rezoning. Any costs should not be passed on unfairly to the Hobsons Bay community.

Affordable Housing contributions through the planning system will also be important for the ongoing viability of the Hobsons Bay Affordable Housing Trust. Through this Policy, Council will explore what incentives it can provide for landowners and developers to work with the Trust when delivering their Affordable Housing contributions.

## 5. Community and Stakeholder Engagement

The following community and stakeholder engagement processes informed the development of this Policy:

- **Preliminary engagement (March to April 2023)** – a series of interviews were conducted with key stakeholders, including Council staff and representatives from community housing providers, peak organisations, and local service providers.
- **Public consultation (July to August 2023)** – the Affordable Housing Draft Policy Statement was made available for public comment via Council's Participate Hobsons Bay website and promoted broadly. Key stakeholders were also invited to make a submission, including developers and landowners, registered housing agencies, government agencies, peak bodies, and local support services.

Key themes to emerge from the above community and stakeholder engagement include:

- **Recognising the need and benefits of Affordable Housing** – respondents recognised that housing is a human right, and that Affordable Housing plays a key role in building stronger, healthier, and more diverse communities; respondents also highlighted a role for Council in raising awareness and understanding of the need and benefits in local communities.

---

<sup>17</sup> Katrina Raynor, Georgia Warren-Myers and Matthew Palm (2020) 'Confusing and not delivering enough': developers and councils want new affordable housing rules' (<https://findanexpert.unimelb.edu.au/news/12508-%27confusing-and-not-delivering-enough%27---developers-and-councils-want-new-affordable-housing-rules>).

- **More Affordable Housing** – respondents stated that more residential developments should include Affordable Housing, with some suggesting that all larger developments should be required to include an Affordable Housing contribution.
- **Funding and policy reform** – respondents identified key reforms needed to increase the supply of Affordable Housing, including consistent funding, mandatory provision in larger developments, and increased engagement between decision-makers.
- **Negotiation and incentives** – respondents encouraged Council to continue negotiating Affordable Housing contributions, while recognising that it can also provide incentives to encourage increased supply of Affordable Housing and housing diversity more broadly.
- **Building the Trust** – respondents encouraged Council to continue supporting the Hobsons Bay Affordable Housing Trust, while considering new and emerging housing models in its efforts to increase supply such as ‘Build to Rent’ and ‘Tiny Homes’.
- **Location and density** – respondents supported well-located Affordable Housing development, while also expressing some concerns that future supply may be concentrated in high-density developments, leading to impacts on the built environment and residents’ support needs.
- **Infrastructure and support** – respondents highlighted the need for more infrastructure (e.g. roads, public transport) and support services (e.g. housing support) to respond to future residential development in Hobsons Bay, including Affordable Housing.
- **Supporting vulnerable residents** – respondents encouraged Council to recognise the impact of the current need for Affordable Housing in Hobsons Bay, and the role Council can play in building connections between key stakeholders and supporting vulnerable residents to access available support services.

## 6. Action Areas

Council’s Affordable Housing Policy is built on six action areas.

### Action Area 1: Advocacy and Leadership

Council will advocate for ongoing policy and funding support from the Victorian and Commonwealth Governments to deliver new Affordable Housing dwellings and maintain existing stock in Hobsons Bay. It will also advocate for changes to the Victorian planning system that deliver more certainty for Council, developers, registered housing agencies and local communities. Council will also engage with decision makers at all levels of government to advocate for outcomes that benefit local communities in Hobsons Bay.

Council will:

- 1.1 Advocate to State and Federal Governments for a strategic approach to building supply of Affordable Housing in Hobsons Bay, underpinned by robust policy frameworks and sustained and consistent funding.**
- 1.2 Advocate to the State Government for a new state planning provision that makes Affordable Housing contributions mandatory for residential rezonings and**

*residential developments, where this would be fair and reasonable and of benefit to the community.*

- 1.3 Advocate to State and Federal Governments and relevant government agencies to make suitable government-owned land available to the Hobsons Bay Affordable Housing Trust to increase the supply of Affordable Housing in Hobsons Bay.**
- 1.4 Engage with State and Federal Governments, registered housing agencies, neighbouring Councils, and other key stakeholders to share information, identify priorities and clarify local need, while ensuring the interests of Hobsons Bay are represented and considered in planning and decision making.**

## Action Area 2: Land use planning

Council will seek Affordable Housing contributions<sup>18</sup> through the planning system, including through timely negotiations with landowners and developers, and by building skills and capability within Council. The Hobsons Bay Affordable Housing Trust is Council's preferred method for delivering Affordable Housing contributions negotiated through the planning system.

Council will:

- 2.1 Seek Affordable Housing contributions when preparing planning scheme amendments that propose a rezoning of land to enable a residential use. Council will seek a 10 per cent Affordable Housing contribution on all relevant planning scheme amendments.**
- 2.2 Seek Affordable Housing contributions when assessing planning permit applications that propose residential development. Council will seek a 5 to 10 per cent Affordable Housing contribution for relevant sites that yield 10 or more residential dwellings.**
- 2.3 Implement a centralised internal process for negotiating, formalising, recording, and reporting all Affordable Housing contributions secured through the planning system.**
- 2.4 Continue to prioritise the assessment of planning permit applications that propose to deliver an Affordable Housing contribution, including through the allocation of an experienced planning officer and the provision of relevant and timely information and advice.**
- 2.5 Continue to build skills, knowledge and capability within Council to engage, support and negotiate with developers, landowners, registered housing agencies and other key stakeholders in regard to Affordable Housing contributions.**
- 2.6 Prepare a planning scheme amendment to update the Hobsons Bay Planning Scheme to reference the Affordable Housing Policy, the Hobsons Bay Affordable Housing Trust, and the need to facilitate the increased supply of Affordable Housing in Hobsons Bay.**
- 2.7 Consider incentives within Council's control to encourage more Affordable Housing to be delivered through the planning system. For example, consider a priority**

---

<sup>18</sup> Under Commitments 2.1 and 2.2, an Affordable Housing contribution may include gifted land or dwellings, discounted sale of land or dwellings, monetary contributions (or a combination of these). The value of the contribution will be determined on a case-by-case basis through negotiation with Council. The Hobsons Bay Affordable Housing Trust is Council's preferred method for delivering Affordable Housing contributions negotiated through the planning system. For more information, please refer to 'Key Terms' (section 8).

*planning process that retains Council Officer delegation for relevant planning permit applications that propose an Affordable Housing contribution of at least 5 per cent, consistent with Commitment 2.2 of this Policy.*

### **Action Area 3: Hobsons Bay Affordable Housing Trust**

Council will work in partnership with the Trustee to support the further establishment and growth of the Hobsons Bay Affordable Housing Trust. The Trust is Council's preferred method for delivering Affordable Housing contributions negotiated through the planning system and will lead the development of Affordable Housing projects in Hobsons Bay.

Council will:

- 3.1 Monitor the Trustee's development and implementation of Hobsons Bay Affordable Housing Trust Annual Business Plans (or other planning tools, as required) and report progress to Council.**
- 3.2 Work with the Trustee to develop, implement and update (as required) governance and legal frameworks to ensure they are 'fit for purpose' and enable the Hobsons Bay Affordable Housing Trust to maximise its potential and work towards its purpose as effectively as possible.**
- 3.3 Engage with the Trustee to inform Council's negotiations for Affordable Housing contributions to the Hobsons Bay Affordable Housing Trust, including consideration of appropriate sites proposed for residential development or rezoning.**
- 3.4 Identify and where appropriate implement incentives within Council's control that encourage developers, landowners, and other key stakeholders to use the Hobsons Bay Affordable Housing Trust to deliver their Affordable Housing contributions.**
- 3.5 Promote the Hobsons Bay Affordable Housing Trust across Council and with residents, developers, government agencies and other key stakeholders as Council's preferred method for delivering Affordable Housing contributions negotiated through the planning system.**
- 3.6 Support the Hobsons Bay Affordable Housing Trust to seek government and private funding, including (but not limited to) federal and state government funding, low-cost finance, rent assistance, philanthropic grants, bequests, and transfers of appropriate land or other assets.**
- 3.7 Support the Hobsons Bay Affordable Housing Trust to deliver Affordable Housing projects and to explore appropriate and innovative partnership opportunities to grow its portfolio and increase the supply of Affordable Housing in Hobsons Bay, including (but not limited to) joint ventures with private developers and partnerships with government agencies.**

### **Action Area 4: Use of government-owned assets**

Council will explore opportunities to use its assets typically land or other assets such as 'air rights' to increase supply. It will also work with other levels of government to identify suitable surplus land or existing Affordable Housing sites for transfer to the Hobsons Bay Affordable Housing Trust to establish a long-term pipeline to support future projects. All work undertaken within this action area will support and align with the Hobsons Bay Property Strategy 2021 and other relevant Council plans, policies and strategies.



Council will:

- 4.1** *When delivering actions to meet commitments in Council's Property Strategy 2021, consider Affordable Housing as one of the outcomes of the assessment of Council-owned assets, including assets deemed surplus to requirements.*
- 4.2** *Assess the suitability and feasibility of relevant Council-owned asset(s) for contribution to future Affordable Housing projects, as part of Council's standard processes.<sup>19</sup> Following detailed assessment, Council will also consider endorsing suitable and feasible asset(s) for transfer to the Hobsons Bay Affordable Housing Trust to contribute to a pipeline of sites for the purpose of developing and operating Affordable Housing in Hobsons Bay.*
- 4.3** *Finalise the process to transfer Council-owned land at 7-45 Epsom Street, Laverton to Housing Choices Australia, in its capacity as Trustee of the Hobsons Bay Affordable Housing Trust, for non-monetary consideration for the purposes of developing and operating Affordable Housing on the site (subject to external funding and other conditions and legislative obligations).*
- 4.4** *Engage with State and Federal Governments and relevant government agencies to identify suitable surplus government-owned assets or existing social housing sites in Hobsons Bay for consideration for transfer to the Hobsons Bay Affordable Housing Trust for inclusion in the pipeline of sites for future Affordable Housing projects.*

## Action Area 5: Community awareness and understanding

There are varying levels of understanding and acceptance of Affordable Housing in Hobsons Bay. Our community recognise the need for increased supply to support different groups, ranging from households struggling with growing housing costs to people sleeping rough. However, there are also pockets of opposition to some developments, which may be driven by local concerns or stigma attached to Affordable Housing. Through this Policy, Council will build community awareness and improve understanding for how Affordable Housing contributes to more diverse, healthy, and safe communities.

Council will:

- 5.1** *Deliver and support research to improve the evidence base on Affordable Housing in Hobsons Bay, including local needs assessments, understanding community perceptions and attitudes, and testing the feasibility of different housing models.*
- 5.2** *Monitor, share and promote relevant research, data and other information relating to the need for and supply of Affordable Housing in Hobsons Bay.*
- 5.3** *Engage with local communities and businesses to raise awareness and build support for Council's efforts to increase supply, while improving understanding of the need for and the benefits of Affordable Housing in Hobsons Bay.*

## Action Area 6: Supporting at risk residents

Council will continue to monitor public health and building safety compliance of local rooming houses as required under legislation. It will also support at risk residents by building internal capability and processes, and continuing to facilitate connections between service providers, housing agencies and other key stakeholders. Council will also continue to apply rates discounts

---

<sup>19</sup> Under Commitment 4.2, assessment may include (but not be limited to) planning controls, site size, location, current or proposed use, and access to services, retail, and transport.

and rebates for eligible residents, and advocate for and explore initiatives that improve housing outcomes for vulnerable residents.

Council will:

- 6.1 Monitor compliance of registered rooming houses in Hobsons Bay to ensure adherence to building safety and public health and wellbeing standards, as required under relevant legislation.**
- 6.2 Develop coordinated processes within Council to support residents experiencing or at risk of homelessness to access available services and supports.**
- 6.3 Support and facilitate connections between organisations that assist residents experiencing or at risk of homelessness, including services providers, registered housing agencies, and government agencies.**
- 6.4 Assist lower income property owners to remain in the private housing system by applying rates discounts for eligible pensioners, rates rebates to eligible war veterans and widows, and considering rates reductions in cases of hardship.**
- 6.5 Consider changing the rating treatment for properties owned or managed by the Hobsons Bay Affordable Housing Trust as part of the development of Council's Revenue and Rating Plan or through other appropriate processes.**
- 6.6 Advocate for and explore initiatives that improve housing outcomes for at risk residents, including better access to housing and homelessness support services and appropriate renewal of public housing estates.**

## 7. Implementation and Monitoring

The Policy will guide Council's efforts to increase the supply of Affordable Housing in Hobsons Bay. It complements Council's other plans, policies and strategies, including:

- Council Plan 2021-25 (incorporating the Municipal Public Health and Wellbeing Plan)
- Hobsons Bay 2030 Community Vision
- Hobsons Bay Planning Scheme
- Hobsons Bay Housing Strategy 2019
- Hobsons Bay Property Strategy 2021
- Hobsons Bay Advocacy Strategy 2021-25
- Building Asset Management Plan 2020
- Asset Plan 2022-32
- Community Services and Infrastructure Plan 2020-30
- Revenue and Rating Plan 2021-22 to 2024-25
- A Fair Hobsons Bay for All 2019-23

This Policy is also expected to be added as a Background Document to the Hobsons Bay Planning Scheme through a future planning scheme amendment (see Commitment 2.6)

An operational implementation plan will outline key actions to be delivered through this Policy. The implementation plan will be informed by available resources, current priorities, and emerging issues and opportunities. Where additional resources are required, these will be subject to Council's budget processes and/or external funding opportunities.

Progress will be monitored and reported via Council's existing processes, which may include the Annual Report and/or other public reporting methods. The Implementation plan may also be reviewed and updated as actions are completed and/or new priorities arise.

This Policy will be reviewed within five years from the date of Council adoption to ensure it takes account of contemporary policy and funding contexts and relevant Council plans, policies and strategies. The implementation plan will continue to guide operational activities until any future updated policy is endorsed by Council.

## 8. Key Terms

The following key terms are used in this Policy, as defined below.

### Affordable Housing

Affordable housing is a broad term which refers to housing that is affordable for lower income households. It is defined in the *Planning and Environment Act 1987* as 'housing, including social housing that is appropriate for the housing needs of very low, low and moderate income households'.

### Affordable Housing contribution

Affordable Housing contributions can be facilitated through the Victorian planning system by agreement between the Responsible Authority and a developer or landowner as part of a site-specific planning scheme amendment or permit approval process.<sup>20</sup> Contributions may include gifted land or dwellings, discounted sale of land or dwellings, monetary contributions (or a combination of these options). The value of the contribution is determined on a case-by-case basis through negotiation with Council. The Hobsons Bay Affordable Housing Trust is Council's preferred method for delivering Affordable Housing contributions negotiated through the planning system.

### 'Brownfield land'

'Brownfield land' refers to land that was (or is) being used for industrial purposes and has been (or is intended) to be rezoned to accommodate residential development. Council's Industrial Land Management Strategy 2008 identified a series of Strategic Redevelopment Areas on 'brownfield land' that have been subsequently rezoned for residential use.

### Commonwealth Rent Assistance

Rent Assistance is a non-taxable income supplement payable to eligible people who rent in the private rental market or community housing.<sup>21</sup> Pensioners, allowees and those receiving more than the base rate of Family Tax Benefit Part A may be eligible for Rent Assistance. There are varying eligibility criteria for social housing residents, with public housing residents not eligible and community housing residents eligible to receive Commonwealth Rent Assistance.

### Community Housing

Community housing is a form of social housing managed by Registered Housing Agency (see 'Social Housing, below).

### Hobsons Bay Affordable Housing Trust

The Hobsons Bay Affordable Housing Trust is a key commitment of Council's Affordable Housing Policy Statement 2016. The Policy Statement proposed that the Trust be established for the

---

<sup>20</sup> Affordable Development Outcomes & Moores (2021) *Options for Delivering and Securing Affordable Housing through the Planning System; A Guide for Councils and Registered Housing Agencies*, commissioned by CHIA Vic and MAV with funding support from Homes Victoria, [www.chiavic.com.au](http://www.chiavic.com.au), accessed September 2023.

<sup>21</sup> Australian Government – Department of Social Services (2023) Commonwealth Rent Assistance (<https://www.dss.gov.au/housing-support/programmes-services/commonwealth-rent-assistance>).

charitable purpose of providing housing to low-income individuals or households that have a connection to Hobsons Bay. The Trust is Council's preferred method for delivering Affordable Housing contributions negotiated through the planning system. In 2020, Housing Choices Australia was appointed by Council as the Trustee of the Hobsons Bay Affordable Housing Trust.

### Homelessness

There is no single agreed definition of homelessness. The Australian Bureau of Statistics uses six operational groups for presenting estimates of people experiencing homelessness on Census night.<sup>22</sup> These groups are:

- people living in improvised dwellings, tents or sleeping out
- people living in supported accommodation for the homeless
- people staying temporarily with other households
- people living in boarding houses
- people in other temporary lodgings
- people living in 'severely' overcrowded dwellings

An alternative 'cultural definition' of homelessness (developed by academics David MacKenzie and Chris Chamberlain<sup>23</sup>) includes three categories:

- Primary homelessness is experienced by people without conventional accommodation, e.g. sleeping rough or in improvised dwellings
- Secondary homelessness is experienced by people who frequently move from one temporary shelter to another, e.g. emergency accommodation, youth refuges, 'couch surfing'
- Tertiary homelessness is experienced by people staying in accommodation that falls below minimum community standards, e.g. boarding housing and caravan parks.

### Housing Affordability

Housing affordability is not the same as Affordable Housing. It refers to the relationship between expenditure on housing (prices, mortgage payments or rents) and household income, regardless of whether the housing is Affordable Housing or market housing. Housing affordability is a significant issue across Australia as the increasing cost of housing has outpaced household income for many years.<sup>24</sup>

### Housing Stress

Housing stress is a specific term which refers to households having trouble meeting their financial housing obligations, either rent or mortgage payments. Moderate, low, and very low income households are considered to be in housing stress if they are spending more than 30 per cent of their gross household income on housing costs. Income brackets for this definition are classified as very low (< 50% of median), low (50% to 80% of median) and moderate (80% to 120% of median). Households on high incomes are not counted as being in housing stress, even if payments are above 30 per cent of income, as this is more likely to contain an element of choice, e.g. paying extra on a mortgage to complete the loan sooner.<sup>25</sup>

### Inclusionary Zoning

The Australian Housing and Urban Research Institute (AHURI) defines inclusionary zoning as follows: *A land use planning intervention by government designed to deliver affordable housing. It*

---

<sup>22</sup> Australian Bureau of Statistics (2023) Estimating Homelessness: Census (<https://www.abs.gov.au/statistics/people/housing/estimating-homelessness-census/latest-release>).

<sup>23</sup> James Farrell (2012) 'Definition of homelessness changes but problems remain' (<https://theconversation.com/definition-of-homelessness-changes-but-problems-remain-9525>).

<sup>24</sup> South Gippsland Shire Council (c. 2022) Social and Affordable Housing Strategy (<https://yoursay.southgippsland.vic.gov.au/social-affordable-housing-strategy>).

<sup>25</sup> .id Consulting (c. 2023) Housing monitor Hobsons Bay City (<https://housing.id.com.au/hobsons-bay>).

either mandates or creates incentives for a residential development to provide a specified proportion or number of affordable housing dwellings.<sup>26</sup> Within the Australian context, inclusionary zoning has been implemented to varying degrees in South Australia, New South Wales and the Australian Capital Territory.

### Key Worker

The following definition is adapted from research prepared for the Australian Housing and Urban Research Institute (AHURI): *There is no single definition of what constitutes a 'key worker'. The term usually refers to employees in services that are essential to a city's functioning but who earn low to moderate incomes. In cities and regions with high housing costs, this makes access to appropriate and affordable housing in reasonable proximity to work difficult for key workers.*<sup>27</sup>

### Marginal housing

In addition to homelessness operational groups, the ABS also compiles estimates from Census data for the following three groups of people living in marginal housing, but who are not classified as homeless:

- people living in other crowded dwellings
- people in other improvised dwellings
- people marginally housed in caravan parks.<sup>28</sup>

### Public Housing

Public housing is a form of social housing managed by the Victorian Government (see 'Social Housing, below).

### Registered Housing Agency

Registered Housing Agencies provide Affordable Housing for very low, low and moderate-income households and allocate tenants from the Victorian Housing Register (see below). To become a Registered Housing Agency, a not-for-profit organisation must be a company limited by shares or guarantee, an incorporated association, or a co-operative. Housing managed by a Registered Housing Agency is usually long term or transitional, although some agencies also provide crisis housing and other forms of housing such as specialist disability accommodation and rooming houses. It is a regulated sector, and all registered agencies must comply with Performance Standards and other legislative requirements under the Housing Act. There are currently 10 Registered Housing Associations and 36 Registered Housing Providers in Victoria.<sup>29</sup>

### 'Rent to buy' program

'Rent to buy' is a form of affordable purchase housing. Assemble Communities' 'Build to Rent to Own' is an example. Under the program, residents have the option to purchase after a five-year lease period at a pre-agreed price. The program is typically aimed at moderate income households.<sup>30</sup>

### Responsible Authority

'Using Victoria's Planning System', the Victorian Government's technical guide to the *Planning and Environment Act 1987*, provides the following definition of 'Responsible Authority': *the body responsible for the administration or enforcement of a planning scheme or a provision of a*

---

<sup>26</sup> Australian Housing and Urban Research Institute (AHURI) (2017) Understanding Inclusionary Zoning (<https://www.ahuri.edu.au/analysis/brief/understanding-inclusionary-zoning>).

<sup>27</sup> Catherine Gilbert, Zahra Nasreen and Nicole Gurrin for AHURI (2021) 'Housing key workers: scoping challenges, aspirations, and policy responses for Australian cities' (<https://www.ahuri.edu.au/research/final-reports/355>).

<sup>28</sup> Australian Bureau of Statistics (2023) Estimating Homelessness: Census (<https://www.abs.gov.au/statistics/people/housing/estimating-homelessness-census/latest-release>).

<sup>29</sup> State Government of Victoria (2022) Registered housing agencies in Victoria (<https://www.vic.gov.au/registered-housing-agencies-victoria>).

<sup>30</sup> Assemble (c. 2021) FAQs (<https://assemblecommunities.com/faq-cat/assemble-futures/>).

scheme. A responsible authority is responsible for considering and determining planning permit applications and for ensuring compliance with the planning scheme, permit conditions and agreements. The responsible authority is usually the municipal council.<sup>31</sup>

### Shared equity program

Shared equity is a form of affordable purchase housing. It involves financing arrangements where the equity required for home ownership is shared between the purchaser, government and/or a Community Housing Provider. The Victorian Government's Victorian Homebuyer Fund is an example of a shared equity model. Under the program, the Victorian Government makes a financial contribution towards the purchase of a property (up to 25%) in exchange for a proportional interest (share) in the property. Purchases are required to repay the Government's financial contribution within the initial duration of the home loan plus 60 days.<sup>32</sup>

### Social Housing

Social housing is made up of two types of housing. **Public housing** is long-term rental housing that is owned and managed by the Victorian Government for eligible households, including people who are unemployed, on low incomes, live with a disability or mental illness, or who are at risk of homelessness. **Community housing** is secure, affordable, long-term rental housing that is owned or managed by a Registered Housing Agency, who may specialise in housing for a diverse range of tenants including women and children escaping family violence, people with a disability, or households with lower incomes.

### Victorian Housing Register

The Victorian Housing Register is a centralised waiting list for all social housing providers in Victoria, administered by the Department of Families, Fairness and Housing). The register has two categories:

- Priority Access: for people who are homeless and receiving support; escaping or have escaped family violence; with a disability or significant support needs; or with special housing needs.
- Register of Interest: for all eligible applicants to register their interest in social housing.

As at December 2022, there were a total of 67,120 total applications on the Victorian Housing Register.<sup>33</sup>

---

<sup>31</sup> Department of Transport and Planning (2023) Using Victoria's planning system (<https://www.planning.vic.gov.au/guide-home/using-victorias-planning-system>).

<sup>32</sup> State Revenue Office Victoria (2023) Homebuyer Fund (<https://www.sro.vic.gov.au/homebuyer/frequently-asked-questions-about-homebuyer-fund>).

<sup>33</sup> Homes Victoria (2023) Applications on the Victorian Housing Register (VHR) (<https://www.homes.vic.gov.au/applications-victorian-housing-register-vhr>).

## 9. References

- .id Consulting (c. 2023) Housing monitor Hobsons Bay City (<https://housing.id.com.au/hobsons-bay>).
- Anglicare Australia (2023) 2023: Rental Affordability Snapshot (<https://www.anglicare.asn.au/publications/2023-rental-affordability-snapshot/>).
- Assemble (c. 2021) FAQs (<https://assemblecommunities.com/faq-cat/assemble-futures/>).
- Australian Bureau of Statistics (2023) Estimating Homelessness: Census (<https://www.abs.gov.au/statistics/people/housing/estimating-homelessness-census/latest-release>).
- Australian institute of Health and Welfare (2022) Specialist homelessness services annual report 2021-22, <https://www.aihw.gov.au/reports/homelessness-services/specialist-homelessness-services-annual-report/contents/about>
- Australian Government – Department of Social Services (2023) Commonwealth Rent Assistance (<https://www.dss.gov.au/housing-support/programmes-services/commonwealth-rent-assistance>).
- Australian Housing and Urban Research Institute (AHURI) (2017) Understanding Inclusionary Zoning (<https://www.ahuri.edu.au/analysis/brief/understanding-inclusionary-zoning>).
- Catherine Gilbert, Zahra Nasreen and Nicole Gurrin for AHURI (2021) ‘Housing key workers: scoping challenges, aspirations, and policy responses for Australian cities’ (<https://www.ahuri.edu.au/research/final-reports/355>).
- Department of Transport and Planning (2023) Using Victoria’s planning system (<https://www.planning.vic.gov.au/guide-home/using-victorias-planning-system>).
- Department of Transport and Planning (c. 2023) About Valuer-General Victoria (<https://www.land.vic.gov.au/>).
- Governor in Council Order (2022) Planning and Environment Act 1987, Section 3AB – Specification of Income Ranges for Affordable Housing, June 2022.
- Homes Melbourne (2023) *Key Worker Housing Definition: Report to the Future Melbourne Committee*, <https://www.melbourne.vic.gov.au/about-council/committees-meetings/meeting-archive/pages/future-melbourne-committee-5-september-2023.aspx>
- Homes Victoria (2021) Establishing a 10-Year Strategy for Social and Affordable Housing: A discussion paper prepared for the Victorian community by the Victorian Government, <https://www.homes.vic.gov.au/10-year-strategy-social-and-affordable-housing>
- Homes Victoria (2023) Applications on the Victorian Housing Register (VHR) (<https://www.homes.vic.gov.au/applications-victorian-housing-register-vhr>).
- James Farrell (2012) ‘Definition of homelessness changes but problems remain’ (<https://theconversation.com/definition-of-homelessness-changes-but-problems-remain-9525>).
- Katrina Raynor, Georgia Warren-Myers and Matthew Palm (2020) ‘Confusing and not delivering enough’: developers and councils want new affordable housing rules’, <https://findanexpert.unimelb.edu.au/news/12508-%27confusing-and-not-delivering-enough%27---developers-and-councils-want-new-affordable-housing-rules>.
- Planning and Environment Act 1987*
- South Gippsland Shire Council (c. 2022) Social and Affordable Housing Strategy (<https://yoursay.southgippsland.vic.gov.au/social-affordable-housing-strategy>).
- State Government of Victoria (2022) Registered housing agencies in Victoria (<https://www.vic.gov.au/registered-housing-agencies-victoria>).
- State Revenue Office Victoria (2023) Homebuyer Fund (<https://www.sro.vic.gov.au/homebuyer/frequently-asked-questions-about-homebuyer-fund>).

United Nations (c. 2023) Universal Declaration of Human Rights (<https://www.un.org/en/about-us/universal-declaration-of-human-rights>).

VicHealth (n.d.) Housing and health – Research summary ([https://www.vichealth.vic.gov.au/sites/default/files/Housing\\_and\\_Health\\_Research-Summary\\_web.pdf](https://www.vichealth.vic.gov.au/sites/default/files/Housing_and_Health_Research-Summary_web.pdf)).

Victorian Government (2018) Ministerial Notice – Specified Matters under Section 3AA(2) of the Planning and Environment Act 1987, May 2018.

## 10. Further information

For further information on the Affordable Housing Policy, please contact Council’s Social and Strategic Planning team on **1300 179 944** or email [socialplanning@hobsonsbay.vic.gov.au](mailto:socialplanning@hobsonsbay.vic.gov.au)

## 11. Document control

<b>Policy Name</b>	Affordable Housing Policy
<b>Object ID</b>	
<b>Agility Document Number</b>	
<b>Responsible Directorate</b>	Sustainable Communities
<b>Policy Owner</b>	Strategy, Economy and Sustainability
<b>Policy Type</b>	Policy
<b>Date Adopted by Council</b>	14 November 2023 (TBC)
<b>Review Date</b>	

## 12. Version history

<b>Version Number</b>	<b>Date</b>	<b>Authorised by</b>
1.0	July 2023	
2.0	November 2023	



# Affordable Housing Policy

Background Paper (November 2023)

## Contents

1. Introduction.....	3
2. Defining Affordable Housing.....	4
3. Roles and responsibilities .....	7
4. Policy and funding context .....	10
5. Council’s approach to Affordable Housing .....	15
6. Land-use planning.....	19
7. Affordable Housing Needs Assessment .....	25
8. Evaluation of the 2016 Policy Statement.....	28
9. References .....	31
10. Appendices .....	33

## 1. Introduction

There is an urgent need for more Affordable Housing in Hobsons Bay. Research undertaken by Council indicates that currently there are just over 1,400 households in need of Affordable Housing.

Council's Affordable Housing Policy Statement 2016 (the 2016 Policy Statement) is due to be updated. Since it was adopted in 2016, there have been changes to the legislative, policy and funding contexts, alongside ongoing changes to the residential development landscape in Hobsons Bay.

Key changes since the Policy Statement was adopted in 2016 include:

- Inclusion of a definition of 'Affordable Housing' in the *Planning and Environment Act 1987*
- Commencement of the Victorian Government's Big Housing Build program, including significant funding and planning changes
- Establishment of the Hobsons Bay Affordable Housing Trust and progression of the Epsom Street Affordable Housing Project
- Increased commitment from the Commonwealth Government in terms of future investment in Affordable Housing
- Implementation of Council's Industrial Land Management Strategy 2008, including the rezoning of key 'brownfield' sites for residential use (with Affordable Housing planning controls included on several sites).

The purpose of this background paper is to inform the update of Council's Affordable Housing Policy (the Policy). It presents the key information, research and data that supports the Policy.

The background paper includes the following sections:

- Section 3 (Defining Affordable Housing) – this section describes the definition of 'Affordable Housing' provided in the *Planning and Environment Act 1987*, while also recognising various types of Affordable Housing that sit within this definition.
- Section 4 (Roles and Responsibilities) – this section outlines the roles and responsibilities of all levels of government, as well as key stakeholders such as registered housing agencies, landowners and developers, and local communities and businesses.
- Section 5 (Policy and funding context) – this section describes the current policy and funding contexts for Affordable Housing that are administered by the Commonwealth and Victorian Governments.
- Section 6 (Council's Approach to Affordable Housing) - this section summaries the key aspects of Council's approach to increasing the supply of Affordable Housing in Hobsons Bay, including the existing policy context and key projects and activities.
- Section 7 (Land-use planning) – this section presents an overview of the relationship between land-use planning and the provision of Affordable Housing in Hobsons Bay.
- Section 8 (Affordable housing needs assessment) – this section presents an overview of data on the need for and provision of Affordable Housing in Hobsons Bay.
- Section 9 (Evaluation of 2016 Policy Statement) – this section evaluates the implementation of the 2016 Policy Statement.

## 2. Defining Affordable Housing

The Affordable Housing Policy Statement 2016 defines affordable housing as ‘market and non-market affordable housing that is occupied by households in the lower 40 per cent of the income distribution scale including key workers’. The statement primarily focusses on non-market (or social housing), recognising Council’s limited capacity to influence private housing markets.

Since the Policy Statement was adopted in 2016, the Victorian Government has added a definition of ‘affordable housing’ to the *Planning and Environment Act 1987* which includes housing for very low, low- and moderate-income households. There are various types of Affordable Housing that sit within this definition, including social housing, affordable rental housing, and affordable purchase housing.

Council’s updated Policy should take account of these changes and describe the types of Affordable Housing that will be the focus of the Policy.

### Definition

Affordable housing is defined in the *Planning and Environment Act 1987* as ‘housing, including social housing, that is appropriate for the housing needs of very low, low, and moderate income households’. Wherever the term ‘Affordable Housing’ (intentionally capitalised) is used in this background paper, it has the same meaning as the definition at Section 3AA of Act.

The Act also includes an objective ‘to facilitate the provision of affordable housing in Victoria’. Income ranges for household groups are published annually by the Victorian Government and form part of the definition under the legislation. The most recent income ranges for Greater Melbourne, which were published in June 2023, are presented in Table 1.<sup>1</sup>

Table 1: Household Income ranges for Affordable Housing in Greater Melbourne (June 2023)

	<b>Very low income range (annual)</b>	<b>Low income range (annual)</b>	<b>Moderate income range (annual)</b>
Single adult	Up to \$29,770	\$29,771 to \$47,630	\$47,631 to \$71,450
Couple, no dependent	Up to \$44,650	\$44,651 to \$71,450	\$71,451 to \$107,170
Family (with one or two parents) and dependent children	Up to \$62,510	\$62,511 to \$100,030	\$100,031 to \$150,030

A Ministerial Notice issued in 2018<sup>2</sup> also establishes eight key criteria that need to be considered when determining whether housing is appropriate for the needs of very low, low and moderate-income households, including:

- Housing need – dwellings will broadly respond to housing need established through official data such as ABS Community Profiles and Victoria Housing Register, e.g. location, dwelling type, price, etc.
- Allocation – dwellings will be allocated in accordance with household income bands established under the legislation.
- Affordability – dwellings will be affordable to target income groups (e.g. very low income households), typically at no more than 30 per cent of gross household income.

<sup>1</sup> Governor in Council Order (2023) *Planning and Environment Act 1987, Section 3AB – Specification of Income Ranges for Affordable Housing*, June 2023.

<sup>2</sup> Victorian Government (2018) *Ministerial Notice – Specified Matters under Section 3AA(2) of the Planning and Environment Act 1987*, May 2018.

- Tenure – tenure (e.g. rental, ownership) will respond to identified housing need and financial capacity of target groups.
- Type – dwellings will respond to identified housing need, e.g. number of bedrooms
- Location – dwellings will be in areas that allow residents to access transport and other services.
- Integration - dwellings will be integrated within local communities and be indistinguishable from private market housing.
- Longevity – dwellings will be provided as affordable housing for an appropriate length of time.

The Victorian Government has also encouraged the use of Section 173 agreements to assist in the facilitation of negotiations for voluntary Affordable Housing contributions.<sup>3</sup>

### Types of Affordable Housing

Figure 1 illustrates a spectrum of housing types and tenures on a 'housing continuum', which range from homelessness to renting and ownership in the private housing market.



Figure 1: Housing continuum

(Source: adapted from <https://www.northumberland.ca/en/housing-help/housing-continuum.aspx>)

The following definitions of the key types of Affordable Housing have been adapted from the Victorian Government:<sup>4</sup>

- **Social housing** - rental housing suitable for the needs of very low- and low-income households provided either by government (public housing) or the community housing sector (community housing) and supported with a subsidy of some kind. Tenants access social housing via the Victorian Housing Register and rents are typically set as a percentage of income, e.g. 25 to 30 per cent.
- **Affordable rental housing** – housing suitable for the needs of (primarily) moderate income households, typically provided either by government or the community housing sector. Housing is priced so these households can meet their other essential living costs. Tenants are subject to eligibility criteria and rents are usually set as a percentage of market rate, e.g. 70 to 80 per cent. Affordable rental housing may also be delivered through programs such as the Commonwealth Government’s National Rental Affordability Scheme (ending in 2026) and the Victorian Government’s Homes Victoria Affordable Home program.

<sup>3</sup> Department of Transport and Planning (2022) Planning for affordable housing (<https://www.planning.vic.gov.au/policy-and-strategy/affordable-housing>).

<sup>4</sup> Homes Victoria (2021) *Establishing a 10-Year Strategy for Social and Affordable Housing: A discussion paper prepared for the Victorian community by the Victorian Government*, <https://www.homes.vic.gov.au/10-year-strategy-social-and-affordable-housing>, accessed June 2023.

- **Affordable purchase housing** - housing suitable for the needs of (primarily) moderate income households, typically provided or supported by government, community housing sector or the development sector. Housing may be priced as a percentage of market rate (e.g. 70 to 80 per cent) and/or delivered through various programs such as ‘shared equity’ or ‘rent to buy’ (see Key Terms).

It is recommended that the updated Policy focus primarily on these types of Affordable Housing. Crisis accommodation and transitional housing should not be a primary focus for the updated Policy, as they typically provide short-term housing options for people experiencing homelessness or an immediate crisis such as family violence. Private rental and ownership should also be out of scope, as Council has limited capacity to influence housing affordability in the private market.

### Focus for the updated Policy

Increasing the supply of social housing has been a key priority for Council through the 2016 Policy Statement. This is evident in the development of the Hobsons Bay Affordable Housing Trust and the Epsom Street Affordable Housing Project.<sup>5</sup> The Victorian Government has also prioritised social housing through funding initiatives, including the Social Housing Growth Fund and Big Housing Build.

In recent years, there has been a growing focus on ‘affordable rental’ models at the state level. For example, around 20 per cent of the dwellings expected to be delivered through the Big Housing Build will be affordable housing. Additionally, the Australian Government’s National Housing Accord seeks to increase supply of affordable rental, which it defines as rental housing that is provided at between 70 and 80 per cent of market rent.<sup>6</sup>

Therefore, it is recommended that the updated policy focus on affordable rental, affordable purchase, and social housing models. This should be underpinned by the broader definition of Affordable Housing that is presented in the *Planning and Environment Act 1987*. This is particularly relevant in the context of negotiations for Affordable Housing contributions through the planning system.

### Implications for the updated Policy

- The updated policy should adopt a broad definition of Affordable Housing (which includes social housing) that aligns with the definition in the *Planning and Environment Act 1987*.
- The updated policy should focus on three key types of Affordable Housing (social housing, affordable rental housing and affordable purchase housing), underpinned by the broader definition of Affordable Housing presented in the *Planning and Environment Act 1987*.

<sup>5</sup> Both projects use the term ‘affordable housing’ in their titles despite being primarily focused on the delivery of social housing. This is consistent with the broader definition of affordable housing (which includes social housing) added to the *Planning and Environment Act 1987* in 2018. However, this does have the potential to create confusion and consideration should be given to using different terminology, as particularly for future stages of the Epsom Street project (subject to funding).

<sup>6</sup> Australian Government (2022) National Housing Accord 2022 (<https://ministers.treasury.gov.au/sites/ministers.treasury.gov.au/files/2022-10/national-housing-accord-2022.pdf>).

### 3. Roles and responsibilities

This section outlines the roles of government in relation to Affordable Housing, as well as other key stakeholders such as registered housing agencies, landowners and developers, and support services.

#### Government

All three levels of government play a role in the availability and supply of Affordable Housing in Australia.

At the Federal level, the Australian Government oversees tax policy frameworks that affect housing demand and affordability in the private market, including through negative gearing and capital gains tax. It also delivers programs that aim to provide increased access such as First Home Buyer Grants. In a more targeted way, the Australian Government also funds homelessness services, offers low-cost financing for social housing projects, and provides payments to individuals through Commonwealth Rent Assistance.

At the State level, the Victorian Government oversees the state's public housing system and provides funding to registered housing agencies to manage community housing. It is also responsible for setting land-use planning policy frameworks, including an objective within the *Planning and Environment Act 1987* to 'facilitate the provision of affordable housing'.

Additionally, the Victorian Government is delivering the Big Housing Build program, which is providing funding to construct more than 12,000 new social and affordable housing dwellings by 2024. To streamline the implementation of the Big Housing Build, the Victorian Government introduced changes to the Victoria Planning Provisions in December 2020. More detail on the Big Housing Build is provided in Section 5.

Local government has traditionally focused on advocacy and land-use planning, with some Councils (including Hobsons Bay) taking a more proactive approach by using Council-owned land or other assets (such as 'air rights'<sup>7</sup>) to enable Affordable Housing. Local government also has broader role in terms of collecting rates and applying rates concession and exemption policies, as well as delivering and maintaining local infrastructure and managing the registration, monitoring and compliance of rooming houses.

Government roles and responsibilities in the Australian housing system are summarised in Appendix 2. Key policy and funding contexts for each level of government are presented in Sections 4 and 5.

#### Other Key Stakeholders

Collective action from a range of stakeholders is required to increase the supply of Affordable Housing. The following key stakeholders play important roles.

##### Homes Victoria

Homes Victoria was established in 2020 and sits within the Victorian Government Department of Families, Fairness and Housing. It works across all levels of government, as well as industry and the

---

<sup>7</sup> In 2022, Mt Alexander Shire voted to progress towards the delivery of medium-density affordable housing using air rights over Council land – see Mt Alexander Shire (2022) *Air rights for Templeton Street to proceed*, <https://shape.mountalexander.vic.gov.au/affordable-housing/air-rights-templeton-street-proceed>. More information on the use of 'air rights' above Council-owned land to deliver Affordable Housing is available in Palm, M, Raynor, K. and Whitzman, C. (2018) *Project 30,000: Producing Social and Affordable Housing on Government Land*, University of Melbourne Faculty of Architecture, Building and Planning.

community housing and homelessness sectors to increase the supply of social housing, including through programs such as Big Housing Build.

Homes Victoria oversee the delivery and maintenance of social housing in Victoria, including approximately 1,350 social housing dwellings in Hobsons Bay. Around 1,000 of these are managed directly by Homes Victoria (as public housing), with the remainder managed by registered housing associations on long-term leases from the state (as community housing).

### Registered Housing Agencies

Registered Housing Agencies (RHAs) are not-for-profit organisations established to develop and manage Affordable Housing. In Victoria, there are two types of RHAs: *Housing Associations* are typically larger organisations and *Housing Providers* are smaller, often locally-focused, organisations. As of October 2022, there were 10 housing associations and 36 housing providers registered in Victoria. Registered Housing Agencies are a regulated sector under the *Housing Act 1983*. The Victorian Housing Registrar is responsible for the regulatory oversight of the sector, ensuring it delivers safe, secure and affordable housing and protects investment into the sector.

The following RHAs currently manage social and/or affordable housing in Hobsons Bay: Unison Housing; Aboriginal Housing Victoria; Common Equity Housing; Haven Home Safe; Housing Choices Australia; Launch Housing; United Housing Co-operative; Williamstown Rental Housing Co-Op; Wintringham Housing; Women's Housing; and Women's Property Initiatives.<sup>8</sup> As the Trustee of the Hobsons Bay Affordable Housing Trust, HCA is a key stakeholder for future development of Affordable Housing in Hobsons Bay (see below for more detail on the Trust).

RHAs may contribute to increasing supply by developing their own land or land owned by government agencies. They may also apply for government funding for housing development. RHAs can also accept developer contributions, which may be required through planning controls, by agreeing to purchase dwellings at a reduced agreed price or accepting cash or land contributions. Some RHAs also incorporate real estate businesses, which may provide affordable rental housing to moderate income households. Some also provide, or have access to, support services that may be required for residents.

### Landowners and developers

Landowners and developers are key stakeholders in the provision of Affordable Housing. Under the current planning framework, landowners and developers make voluntary contributions in the form of dwellings, land and/or cash.

Landowners and developers take various forms, including private commercial entities, government agencies or local residents. For example, government agencies (such as VicTrack or VicRoads) who own large parcels of land in Hobsons Bay which, if surplus to needs for rail or road infrastructure, may be suitable for Affordable Housing.

Council is responsible for assessing planning permit applications and planning scheme amendments from developers and landowners to ensure development and rezoning complies with the Hobsons Bay Planning Scheme. Council should consider how it can further strengthen its relationships and engagement with landowners and developers to facilitate Affordable Housing and as part of its updated Policy.

---

<sup>8</sup> Internal Council data.



### Support service agencies

A range of not-for-profit organisations work within Hobsons Bay to support local communities impacted by housing stress, homelessness, and the broad lack of Affordable Housing. This includes financial, legal, health and education services. It also extends to homeless support services and organisations providing material aid to vulnerable residents. Support services can play a key role by providing support to help maintain tenancies, and as supporters of local funding applications.

### Local communities and businesses

Hobsons Bay residents and businesses are Council's primary stakeholders. Local communities may provide input into the planning of housing, while community members (as land and property owners) are also responsible for some development. Council also has a statutory requirement to engage with the community through policy development, planning scheme amendments, and planning permit assessment process.

Members of local communities also live in Affordable Housing. As noted, there are more than 1,350 social housing dwellings in Hobsons Bay. The Hobsons Bay Affordable Housing Trust also seeks to make Affordable Housing available to people with a connection to the local community, so this is likely to increase in the years ahead.

### Implications for the updated Policy

- All three levels of government play a role in the availability and supply of Affordable Housing in Australia.
- To increase the supply of Affordable Housing, collective action is required from a range of stakeholders, including government agencies, registered housing agencies, landowners, developers, support services, and local communities and businesses.
- Through the updated Policy, Council should recognise and seek to engage with a wide range of key stakeholders to achieve the best possible outcomes.
- Through the updated Policy, Council should continue to be an advocate for the community on matters relating to Affordable Housing

## 4. Policy and funding context

This section describes the current policy and funding context for Affordable Housing within the Commonwealth and Victorian Governments. It also highlights how these inform a range of future opportunities and challenges for Council in seeking to increase local supply.

### Commonwealth Government

Over the past decade, the Commonwealth Government has sought to influence housing supply primarily through monetary policy (such as taxation and superannuation), targeted programs (such as the First Home Buyer's Grants) and income supplements (such as Commonwealth Rent Assistance). The key elements of the Commonwealth Government policy and funding context are outlined below.

#### Housing Australia Future Fund

In September 2023, the Commonwealth Government secured parliamentary support to establish the \$10 billion Housing Australia Future Fund (HAFF). The HAFF is expected to deliver 30,000 new social and affordable housing dwellings over its first five years, with a minimum of 1,200 dwellings per state. Of the 30,000 new dwellings, 4,000 will be allocated to women and children impacted by family and domestic violence and older women at risk of homelessness. The Commonwealth Government has also committed a further \$2 billion to the Social Housing Accelerator, which will deliver additional supply of social housing across Australia.

#### National Housing Accord

The National Housing Accord was announced in October 2022. It is an agreement that aims to align all levels of government, institutional investors (e.g. superannuation funds) and the construction sector to address housing issues in Australia. The Commonwealth aims to fund 10,000 new affordable housing dwellings from 2024, with in-kind or financial contributions from state and territory governments to support an additional 10,000 affordable dwellings.

Under the Accord, affordable housing refers to 'affordable rental housing', i.e. rental housing that is provided at below market rent to qualifying tenants (usually between 70 and 80 per cent of market rent). This has important implications for Council and the Hobsons Bay Affordable Housing Trust in terms of planning future projects and funding applications.

#### National Housing Finance and Investment Corporation (Housing Australia)

The [National Housing Finance and Investment Corporation](#) (NHFIC) provides long-term, low-cost finance to eligible organisations (such as community housing providers) and projects with the aim of increasing supply of Affordable Housing. For example, Housing Choices Australia (as the Trustee for the Hobsons Bay Affordable Housing Trust) could finance developments in Hobsons Bay with the assistance of NHFIC finance. In September 2023, the Commonwealth Government announced an additional \$2 billion in financing for social and affordable housing through the NHFIC. Following the establishment of the HAFF, it is proposed that NHFIC will be re-named 'Housing Australia'.

#### National Cabinet

National Cabinet was established in March 2020 in the early stages of the COVID-19 pandemic. It is a forum for the Prime Minister, Premiers and Chief Ministers to work collaboratively, with a representative from local government invited to meet with National Cabinet once each year. In August 2023, National Cabinet agreed to two housing-related reform programs:

- ‘A Better Deal for Renters’ aims to deliver more consistent and stronger rights for people living in rental housing, including limiting break lease fees, making rental applications easier, and moving toward a national standard of no more than one annual rent increase.
- The ‘National Planning Reform Blueprint’ aims to improve housing supply and affordability, including by streamlining approval pathways, reforms to support the rapid delivery of social and affordable housing, and consideration of the phased introduction of inclusionary zoning.

### **National Housing and Homelessness Agreement**

The [National Housing and Homelessness Agreement](#) (NAHA) is an agreement between the Commonwealth, State and Territory Governments. It is primarily a funding agreement, whereby the Commonwealth Government allocates funding to state and territory governments to improve access to secure and affordable housing. In 2021-22, the Federal Government allocated \$419 million to Victoria.

Under the agreement, state and territory government are required to match Commonwealth funding for homelessness services and to develop and maintain housing and homelessness strategies. In 2022, the Productivity Commission released its report on the National Housing and Homelessness Agreement, which it described as ‘ineffective’.<sup>9</sup> In 2023, the current Agreement was extended and is expected to be reviewed and updated following the development of the National Housing and Homelessness Plan.

### **National Housing and Homelessness Plan**

The Commonwealth Government is leading the development of a National Housing and Homelessness Plan. The Plan aims to establish strategies for how all levels of government can work together in partnership with the private and community sector to better support people experiencing homelessness and housing insecurity. In September 2023, Council made a submission to the consultation process to inform the Plan, highlighting the need for state and federal governments to work more collaboratively with local government in building supply of social and affordable housing and responding to homelessness in local communities.

### **Commonwealth Rent Assistance**

Commonwealth Rent Assistance (CRA) is a non-taxable income supplement paid to eligible people who rent in the private or community housing rental markets. The Commonwealth Government spends around \$5 billion annually on CRA. Housing Choices Australia (trustee of the Hobsons Bay Affordable Housing Trust) is a community housing provider, which means their residents are eligible for CRA (public housing tenants are not eligible for CRA). The Commonwealth Government increased CRA by 15 per cent in the 2023-24 Budget.

### **Victorian Government**

The Victorian Government plays a key role in the provision Affordable Housing in Victoria. The key elements of the Victorian Government policy and funding context are outlined below.

### **Housing Act 1983**

The [Housing Act 1983](#) aims to ensure that every person in Victoria has ‘adequate and appropriate housing at a price within his or her means’. The Act establishes the key elements of Victoria’s social

---

<sup>9</sup> Productivity Commission (2022) *Housing and Homelessness Agreement review*, <https://www.pc.gov.au/inquiries/completed/housing-homelessness#report>, accessed September 2023.

housing system, including the Victorian Housing Register and the regulatory system for the community housing sector.

### **Residential Tenancies Act 1997**

The [Residential Tenancies Act 1997](#) outlines the rights and responsibilities of renters and rental providers in Victoria. The Act sets out rules on a range of topics, including rent increases, property condition and repairs, and when a tenancy can be ended. The Act was updated in 2021 to implement the Victorian Government's rental law reforms, which introduced rental minimum standards and a range of other changes, including a ban on rental bids, new options for renters in claiming their bond, and limitations on the information landlords may request in application forms.

The [Residential Tenancies \(Rooming House Standards\) Regulations 2012](#) are made under Sections 142C and 511 of the Act. The regulations establish a set of minimum standards for rooming houses operators relating to privacy, security, safety and amenity. As of June 2023, there are 15 registered rooming houses in the Hobsons Bay and Council is responsible for monitoring compliance against the standards.

### **Planning and Environment Act 1987**

The [Planning and Environment Act 1987](#) establishes a framework for planning the use, development and protection of land in Victoria. In 2018, several amendments to the Act came into effect, including a definition of 'Affordable Housing' (see Section 3) and an objective to 'facilitate the provision of affordable housing in Victoria'. Agreements made under Section 173 of the Act have been encouraged as a legal mechanism that planning authorities (such as Councils) can use to record voluntary Affordable Housing contributions. Victoria's Housing Statement (released in September 2023) proposes to 'review and rewrite' the *Planning and Environment Act 1987*.

### **Victoria's Housing Statement**

In September 2023, the Victorian Government released Victoria's Housing Statement. The Statement outlines a wide range of planning and housing reforms, with the broad aim to improve housing supply and affordability in Victoria. It sets a target to build 800,000 new dwellings over the next ten years, to be delivered through an 'Affordability Partnership' with the housing industry.

The Housing Statement identifies five key areas to increase housing supply: reforming the planning system; encouraging more better-located housing; protecting the rights of people living in rented dwellings; increasing the supply of social housing; and delivering a long-term housing plan. Various aspects of the Statement have greater significance for the supply of Affordable Housing in Hobsons Bay, including:

- **Planning reforms** – Amendment VC242 was introduced that created a new state planning provision entitled 'Clause 53.23 Significant Residential Development with Affordable Housing'. This provision makes the Minister for Planning the Responsible Authority for any residential development with a construction cost of more than \$50 million that also includes 10 per cent Affordable Housing. The provision also creates a new pathway for when planning applications may be 'called in' by the Minister for Planning if they include a significant amount of affordable Housing. The impact of this provision that makes the Minister for Planning the Responsible Authority is that there will be less opportunity for Council to negotiate and secure AH contributions for our Trust.
- **Replacing high-rise public housing towers** – it is proposed to retire and redevelop all of Melbourne's high-rise public housing estates by 2051, including two in Hobsons Bay (Nelson Place and Floyd Lodge). New developments will include a mix social, affordable and market

housing. While there is no detail on timing, Hobsons Bay residents will need to be re-housed during construction.

- **Social Housing Accelerator** – Victorian Government will build up to 769 new social housing dwellings on land owned by Homes Victoria and Victorian Government land, using its share of Commonwealth Government’s Social Housing Accelerator program.
- **Affordable Housing Investment Partnership** – this new program will build on the existing ‘Building Financial Capacity of Housing Agencies’ initiative to provide low-cost finance and government guarantees to finance social and affordable housing. It will provide another low-cost financing option for the Hobsons Bay Affordable Housing Trust when planning future projects (in addition to the National Housing Finance and Investment Corporation, see above).
- **Other measures** – a range of other measures are included in the Statement, including increased support for shared equity models, rezoning of 45 surplus government-owned sites across Victoria, increased protection for households living in rented dwellings, and proposed review and update of Plan Melbourne and the *Planning and Environment Act 1987*.

Significantly, the Statement did not include additional funding for social and affordable housing through the Big Housing Build Program (see below), which is set to conclude in 2024.

### Victoria’s homelessness and rough sleeping action plan

Victoria’s homelessness and rough sleeping action plan was released in 2018. It aims to provide a framework to reduce the incidence and impacts of rough sleeping within the context of four key themes: 1. Intervening early to prevent homelessness; 2. Providing stable accommodation as quickly as possible; 3. Support to maintain stable accommodation; 4. An effective and responsive homelessness system.

With the onset of the COVID-19 pandemic, the Victorian Government introduced additional measures to support people experiencing homelessness and rough sleeping. This included hotel accommodation, programs such as From Homelessness to a Home, and increases to the Housing Establishment Fund, which specialist homelessness services use to purchase short-term accommodation for client. However, many of these measures have since been discontinued or rolled back, with support levels largely returning to levels offered prior to the pandemic.

### Big Housing Build

Victoria’s [Big Housing Build program](#) is a \$5.3 billion investment in social and affordable housing, which aims to deliver over 12,000 new dwellings by 2024. It was announced in December 2020 and extends the Victorian Government efforts to increase supply of social and affordable housing, previously directed through the Homes for Victorians Strategy and Social Housing Growth Fund. To date, four projects have been funded in Hobsons Bay, which are expected to deliver 34 dwellings.

To streamline the implementation of the Big Housing Build, the Victorian Government introduced changes to the Victoria Planning Provisions in December 2020. These apply to projects funded through the Big Housing Build (Clause 52.20), and for housing by or on behalf of the Director of Housing (Clause 53.20). Where Clause 52.20 applies, projects are exempt from normal planning scheme requirements and may not require a planning permit provided certain requirements are met. Rather, they are subject to the approval of the Minister for Planning. Prior to seeking approval from the Minister, there is an expectation that the proponent will undertake and document public consultation (including with Council) on relevant plans, documents and information, although timeframes have been relatively short for this to occur through the initial implementation.

Where Clause 53.20 applies, the Minister for Planning is the responsible authority for projects with ten or more dwellings and all apartment projects. Council remains the responsible authority for

projects with nine or fewer dwellings. In either case, projects are subject to a planning permit application assessment, although they are exempt from third party notice and review rights. Projects under Clause 53.20 are also exempt from most planning scheme provisions and are instead required to consider the development standards in Clause 52.20, which include requirements in relation to energy efficiency and accessibility for apartment buildings.

### Other measures and initiatives

The Victorian Government has commenced work on other initiatives in recent years, including:

- **Social and Affordable Housing Compact** – consultation was undertaken in mid-2022 on the Compact (Council officers also provided a submission) but further detail has not yet been announced. The Compact represents a partnership between Homes Victoria and local government, represented by the Municipal Association of Victoria. It is expected that Councils will also be able to enter into local agreements with Homes Victoria to assist the planning, delivery, and management of Affordable housing.
- **Windfall Gains Tax** – the Windfall Gains Tax (WGT) applies to land that is subject to a government rezoning resulting in a value uplift to the land of more than \$100,000. Uplift values between \$100,000 and \$500,000 will be taxed at 62.5 per cent, while uplift values above \$500,000 will be taxed at 50 per cent of the total uplift. The Commissioner of State Revenue will administer the WGT, but it is unclear how the proceeds will be used by the Victorian Government. The WGT will impose additional costs on developers and landowners, potentially making it more difficult for Council to negotiate Affordable Housing contributions.

### Implications for the updated Policy

- The Commonwealth Government’s Housing Australia Future Fund will provide opportunities to increase local supply of social and affordable housing.
- Through the National Housing Accord, the Commonwealth Government is expected to also provide funding for Affordable Housing from 2024, with a focus on affordable rental housing (typically prices at 70-80 per cent of market rate).
- Victoria’s Housing Statement introduces significant planning and housing reforms that provide opportunities and challenges for Council, including removing decision-making responsibility for larger residential development projects proposing an affordable housing contribution, redeveloping two high-rise social housing sites in Hobsons Bay, providing additional low-cost finance, and updating Plan Melbourne 2017-2050 and the *Planning and Environment Act 1987*.
- The current system of voluntary negotiations for affordable housing contributions appears likely to remain in place for the foreseeable future. As such, the updated Policy should support Council’s efforts to maximise outcomes through the planning system.
- The Big Housing Build program remains a key funding source for Affordable Housing in Victoria. Future funding rounds should be considered in conjunction with HCA as the Trustee for the Hobsons Bay Affordable Housing Trust.
- Other Victorian Government policies and initiatives may create barriers and opportunities to increase supply in the years ahead. These include the Windfall Gains Tax and the Social and Affordable Housing Compact.

## 5. Council's approach to Affordable Housing

Guided by the Affordable Housing Policy Statement 2016, Council takes a 'proactive' approach in seeking to increase the supply of Affordable Housing in Hobsons Bay. Alongside its advocacy and land use planning roles, Council has established the Hobsons Bay Affordable Housing Trust and undertaken detailed planning and consultation to consider the use of Council-owned land in the Epsom Street Affordable Housing Project. This section summarises the key aspects of Council's approach to increasing the supply of Affordable Housing in Hobsons Bay with a more detailed evaluation of the 2016 Policy Statement provided in Section 9.

### Policy Context

Hobsons Bay City Council has several strategies and policies which guide its efforts to increase the supply of Affordable Housing in the municipality.

#### Council Plan 2021-25

The [Council Plan 2021-25](#) sets the strategic direction and objectives for Council's work every four years. The current plan was adopted in October 2021, following an extensive community engagement campaign involving more than 1,400 people. The Plan includes a priority to deliver more Affordable Housing, alongside an indicator to measure the availability of Affordable Housing in new developments and attracting Big Housing Build investment. The Plan also incorporates Council's Municipal Public Health and Wellbeing Plan which outlines Council's priorities to support the health and wellbeing of the community. Priority 4 (A Safe, Healthy and Equitable Society) recognises Council's role in improving access to Affordable Housing.

#### A Fair Hobsons Bay for All 2019-23

[A Fair Hobsons Bay for All 2019-23](#) is Council's first integrated social policy. It was adopted in October 2019 and aims to ensure that equity and fairness are embedded in all of Council's decisions and activities. Strategy 1.13 proposed to 'work in partnership to understand homelessness within Hobsons Bay and increase the amount of affordable housing'.

#### Hobsons Bay Housing Strategy 2019

The [Hobsons Bay Housing Strategy](#) provides a policy framework for managing housing in the municipality until 2036. One of the key policy objectives in the strategy is to improve housing affordability in Hobsons Bay and increase the supply of Affordable Housing in the municipality. Policy Area 3.2 (Affordable Housing) recommends that Council continue to review opportunities to increase local supply of social housing; review the Affordable Housing Policy Statement as required; and continue to advocate to the Victorian Government for Inclusionary Zoning.

Policy Areas 3.3 (Homelessness) and 3.4 (Empty Homes) provide further recommendations to address homelessness as part of the Affordable Housing agenda, monitor the number of rooming houses, advocate for changes to relevant legislation, and monitor the rates of empty houses and the effectiveness of the Vacant Residential Land Tax. The updated Policy should complement and align with the Housing Strategy and consider further detail and guidance to achieve agreed objectives.

#### Hobsons Bay Property Strategy 2021

The Hobsons Bay Property Strategy 2021 aims to ensure that Council property delivers the highest possible public value through objective and effective planning, utilisation and management. The Strategy recognises Affordable Housing as one of the 'property types' that make up Council's property portfolio, noting the role of the Hobsons Bay Affordable Housing Trust in protecting the liveability of the municipality and supporting the diversity of our community.

## Better Places

Council's Better Places program aims to provide a more holistic and integrated approach to designing for change into the future. It takes a more place-based approach - thinking in terms of overall 'places' rather than individual 'pieces' - and providing a new model for the way Council designs and delivers projects. Better Places also aims to involve the community more actively in the process of shaping the place they live in, helping to create a vision that reflects their values, ideas and priorities.

In 2020, community consultation occurred to inform the development of the Better Places Laverton Place Guide which identified a range of potential projects and initiatives, including the delivery of Affordable Housing on the Council-owned site at Epsom Street. It notes that housing development's construction would create jobs and increase the population and demand for local goods and services in Laverton, creating a more vibrant community as per the objectives of the Better Places Laverton Place Guide.

## Affordable Housing Policy Statement

Council's Affordable Housing Policy Statement was adopted in 2016. It articulates Council's commitment to ensuring all households in the municipality can live in affordable, secure and appropriate housing that meets their needs, particularly those with low and moderate incomes. This Background Paper will inform the update of the Policy Statement, and a detailed evaluation is presented in Section 9 and Appendix 4.

## Other Strategies and Plans

The following Council strategies and plans also have some relevant to Affordable Housing:

- **Hobsons Bay Advocacy Strategy 2021-25** – Affordable Housing is noted as one of the challenges facing the Hobsons Bay community.
- **Building Asset Management Plan 2020** – the plan notes that building assets that are identified for possible disposal will be further investigated to scope available options for alternate service delivery, if any.
- **Asset Plan 2022-32** – the plan notes the number, replacement value and condition of all buildings owned or managed by Council, and provides guidance on maintenance, renewal and disposal of these assets.
- **Community Services and Infrastructure Plan 2020-30** – the purpose of this plan is to provide Council with a strategic framework for the provision and delivery of community services and infrastructure; it does not specifically relate to the provision of Affordable Housing but is relevant in the context of increasing demand for local services and infrastructure.
- **Revenue and Rating Plan 2021-22 to 2024-25** – the purpose the Plan is to determine the most appropriate and affordable revenue and rating approach for Council which, in conjunction with other income sources, will adequately finance the objectives in the Council Plan. The *Local Government Act 2020* requires each council to prepare a Revenue and Rating Plan to cover a minimum period of four years following each Council election.

## Projects and other activities

### Hobsons Bay Affordable Housing Trust

A key action arising from Council's Affordable Housing Policy Statement was the establishment of the Hobsons Bay Affordable Housing Trust. The Policy Statement proposes that the Trust be established for the charitable purpose of providing housing to low-income individuals or households



that have a connection to Hobsons Bay. The Trust is Council's preferred mechanism for the delivery of Affordable Housing contributions in the municipality.

In June 2020, Housing Choices Australia (HCA) was appointed by Council as the Trustee of the Hobsons Bay Affordable Housing Trust. HCA is a Registered Housing Association and a key stakeholder for Council in building the Trust and seeking to increase the supply of Affordable Housing more generally through the updated Policy.

A Trust Deed and Funding and Services Agreement was subsequently signed by Council and HCA to guide the development and implementation of the Trust. With support from Council, HCA finalised the Trust's first annual business plan in early 2023, which outlines a range of actions to build relationships with key stakeholders (such as landowners and developers) and ultimately grow the Trust's asset base.

The further development and success of the Hobsons Bay Affordable Housing Trust is a key priority for Council. Significant time, money and effort have been invested to date, and the updated Policy should continue to prioritise and support its development, including to highlight the Trust as Council's preferred method for delivering Affordable Housing contributions negotiated through the planning system. A key challenge will be to demonstrate the benefit to landowners and developers of using the Trust, as there is no mandatory requirement to use it to deliver contributions. Please also refer to the discussion in Section 7.

#### **Epsom Street Affordable Housing Project**

For nearly a decade, the Epsom Street Affordable Housing Project has been a key part of Council's approach to increasing the supply of Affordable Housing in Hobsons Bay. In 2014, Council purchased the former Laverton Primary School site at 7-43 Epsom Street, Laverton for the purposes of providing open space and consideration of future provision of Affordable Housing. Council subsequently purchased a single residential lot at 45 Epsom Street to enable a more holistic design for the overall development.

In 2018, a master plan for the site was finalised which nominated the central portion for open space and allocated the northern and southern sections of the site for Affordable Housing. Various community consultation activities were undertaken to inform this master plan. The first stage of the project was delivered with the opening of Curlew Community Park in December 2019.

With the formation of the Hobson Bay Affordable Housing Trust and the potential for Victorian Government funding, Council continued work to realise the Affordable Housing component of the master plan. In early 2022, Council sought feedback through a community consultation process on the draft Epsom Street Affordable Housing Design Guidelines. The guidelines were subsequently revised in response to community feedback and included in a state government funding submission made by HCA (on behalf of the Hobsons Bay Affordable Housing Trust). A decision on the funding is expected in late 2023.

#### **Advocacy**

Advocacy remains a key part of Council's approach to increasing supply of Affordable Housing, with the Australian and Victorian Governments primarily responsible for setting the policy and funding context. Council officers have also made submissions to a range of state government inquiries and committees in recent years, including:

- Parliamentary Inquiry into homelessness in Victoria (2020)
- Ten Year Strategy for Social and Affordable Housing in Victoria (2021)

- Social and Affordable Housing Compact (2022).

Hobsons Bay has previously worked with the Municipal Association of Victoria (MAV) and neighbouring Councils to advocate for increase funding and planning reforms. In 2019, Council officers contributed to the MAV's submission to the Ministerial Advisory Committee on Planning Mechanisms for Affordable Housing. More recently, Council contributed to a submission on the Social and Affordable Housing Compact prepared by M9, a group of nine inner city Councils seeking to increase supply of social and affordable housing. With the Australian Government appearing to take a stronger interest in Affordable Housing (as indicated in its National Housing Accord released in late 2022), advocacy will remain a key part of Council's approach and should be maintained in the updated Policy.

### Land use planning

Seeking to increase supply through the land use planning system is another key element of Council's approach to Affordable housing. This is covered in detail in the next chapter.

### Implications for the updated Policy

- Council's current policy framework provides support to continue to be proactive in addressing unmet need for Affordable Housing in Hobsons Bay.
- Council's takes a more 'proactive' approach to increasing supply compared to many other Councils, including through the establishment of the Hobsons Bay Affordable Housing Trust and consideration of use of Council-owned assets.
- Council's approach also incorporates more typical activities, including advocacy and seeking contributions through the land use planning system. Council has been relatively successful in the latter, securing contributions through several Strategic Redevelopment Areas (see Section 7).
- This approach should be maintained and consolidated through the updated Policy to meet future demand for Affordable Housing, including to emphasise the Hobsons Bay Affordable Housing Trust as Council's preferred method for delivering Affordable Housing contributions through the planning system.

## 6. Land-use planning

This section presents an overview of the relationship between land-use planning in Hobsons Bay and the provision of Affordable Housing.

### Affordable Housing contributions via the Hobsons Bay Planning Scheme

Hobsons Bay works within the current negotiation framework for Affordable Housing contributions, established through the Victorian Planning System, the *Planning and Environment Act 1987* and supporting policies and processes.

Hobsons Bay implements the objective in the *Planning Environment Act 1987* to 'facilitate the provision of affordable housing in Victoria' and Clause 16.01-2S (Housing Affordability) by seeking Affordable Housing contributions for certain land use and developments that require a planning permit or planning scheme amendment. This has been guided to-date by the 2016 Policy Statement.

The 2016 Policy Statement outlines that Council will seek Affordable housing contributions for certain applications made through the planning system, particularly:

- rezonings in Strategic Redevelopment Areas (SRA), when there is a residential rezoning proposed that will result in a significant uplift. The Policy Statement identifies that in SRAs where land is proposed to be rezoned from an industrial to a residential use Council will 'seek 10 per cent non-market affordable housing'
- in Activity Centres
- in established suburbs / larger development sites, that includes but is not limited to, surplus government land and developments of 20 or more dwellings.

The 2016 Policy Statement is currently a background document in the Hobsons Bay Planning Scheme. As a background document, it has limited weight in the planning process, although it provides a solid platform for starting negotiations through the planning system.

### Social Impact Assessment Guidelines 2023

In 2023, Council adopted the Residential Social Impact Assessment (SIA) guidelines, that trigger an SIA for planning permit applications that would deliver 200 or more dwellings. As part of this SIA, the applicant needs to demonstrate how the development may contribute to Affordable Housing stock in the area in line with the 2016 Policy Statement.<sup>10</sup>

### Securing Affordable Housing contributions in Strategic Redevelopment Areas

Strategic Redevelopment Areas (SRAs) were first identified in the 2008 Industrial Land Management Strategy (ILMS) and have had a significant influence on housing supply and Affordable Housing contributions in Hobsons Bay. To date, Council has successfully negotiated contributions towards Affordable Housing within several key SRAs, including Precinct 15 (Altona North), Precinct 16 East and Precinct 16 West (South Kingsville). As part of the redevelopment of many SRAs a rezoning has been required to allow a change from industrial to residential or mixed use.

In these larger SRAs Council has secured contributions equivalent to five per cent of the total number of market dwellings delivered at a 25 per cent discount to market rate. Table 2 identifies Affordable Housing contributions that have been secured in Hobsons Bay.

---

<sup>10</sup> *Hobsons Bay Social Impact Assessment Guidelines - Residential 2023*, pg. 11.

Table 2: Summary of Affordable Housing Contributions Negotiated in Hobsons Bay

Precinct / Site	Address	Affordable Housing Mechanism	Summary of Negotiated Affordable Housing Contribution
<b>Precinct 15, Altona North</b>	Land bordered by Kyle Road, Blackshaws Road, New Street, the West Gate Freeway and Brooklyn Terminal Substation, in Altona North and South Kingsville	Schedule 2 to Clause 37.02 Comprehensive Development Zone – Altona North Comprehensive Development Plan – 3.1 Requirements  S173 Agreement/s	<ul style="list-style-type: none"> <li>• 5 per cent of dwellings to be available for purchase by a Housing Agency</li> <li>• price must not exceed an amount that is 25 per cent less than the current 12-month median unit price for a 2-bedroom unit in Altona North</li> </ul>
<b>Precinct 16, South Kingsville (East)</b>	38-48 Blackshaws Rd South Kingsville	Schedule 2 to Clause 43.04 – Design and Development Plan Overlay (DDO11)  Permit condition  S173 Agreement	<ul style="list-style-type: none"> <li>• 5 per cent of dwellings to be available for purchase by a Housing Agency at a price 25 per cent less than the average 12- month median price for a 1 bedroom apartment and a 2- bedroom apartment within the development</li> <li>• mix of 1 and 2 bedroom apartments but no more than 50 per cent 2 bedroom</li> </ul>
<b>Precinct 16, South Kingsville (West)</b>	5-7 Sutton Street, 9 and 9A Sutton Street and 41-59 Stephenson Street, South Kingsville	Development Plan Overlay (DPO) Schedule 2  S173 Agreement/s	<ul style="list-style-type: none"> <li>• 5 per cent of dwellings to be available for purchase by a Housing Agency at a 25 per cent discount to market rate</li> </ul>
<b>Precinct 17, Spotswood</b>	571-589 Melbourne Rd Spotswood	Permit condition	<ul style="list-style-type: none"> <li>• 5 per cent of dwellings to be available for purchase by a Housing Agency or Hobsons Bay Affordable Housing Trust at an amount that is 25 per cent less than the market value of an equivalent 1 bedroom apartment and/or a 2 bedroom apartment within the development</li> </ul>
<b>Precinct 18, McLister St</b>	31-69 McLister St Spotswood	Permit condition	<ul style="list-style-type: none"> <li>• 10 per cent Affordable Housing (34 dwellings) certified as Specialist Disability Accommodation for 25 years</li> </ul>

### **Barriers to securing Affordable Housing via the planning system**

The Victorian Government has strengthened planning policy in recent years to prohibit the rezoning of state significant industrial land (which is the majority of industrial land in Hobsons Bay) towards a non-industrial zone to protect jobs and the economy.<sup>11</sup>

A revised Draft Industrial Land Management Strategy (ILMS) has been prepared that proposes to remove reference to Strategic Redevelopment Areas (SRAs) and restrict the rezoning of industrial or 'brownfield land' to a non-industrial zone consistent with the State Planning Provisions.

Therefore, in future, Council will need to focus on negotiating contributions for Affordable Housing on larger developments rather than industrial rezonings.

Council has secured Affordable Housing contributions through planning permit conditions and/or Section 173 agreements. However, this process can be time consuming and challenging.

The planning system is also complex. Affordable housing is only one of many considerations when assessing planning permit applications, particularly for major projects.

### **Incentivising the delivery of Affordable Housing via the planning system**

It is challenging to establish effective and sustainable incentives for developers and landowners to make Affordable Housing contributions. For example, it is difficult to 'fast track' major projects which are inherently complex. Similarly, it is challenging to provide dispensations such as increased height for Affordable Housing contributions as it is often not possible to directly compare impact.

Council could however explore a priority planning process that allows Council Officers to retain delegation for relevant planning permit applications that would provide a substantial Affordable Housing contribution. For example, these applications would not be required to be heard at the Delegated Planning Committee if they incur significant objections.

Preliminary discussions with planning officers identified that commitment 1.4 in the 2016 Policy Statement, that requires Affordable Housing projects to be 'dealt with by experienced planning officers', has helped with early negotiations on Affordable Housing contributions.

Further work is needed to promote the Hobsons Bay Affordable Housing Trust to developers and landowners as Council's preferred method for delivering Affordable Housing contributions through the planning system. Council's Social Planning team should work with the Trust to develop promotional materials and updated processes to encourage developers to select the Trust for future contributions.

### **Negotiating Affordable Housing contributions via the planning system**

Statutory Planners at Hobsons Bay have highlighted that it is critical to start discussions around Affordable Housing contributions early in the application and assessment process. Ideally, this should occur at (or before) a pre-application meeting. It was also found that when entering negotiations with landowners and developers on Affordable Housing contributions, it is important for planners to have a good understanding of the economics of development, particularly in recent years as construction costs have increased.

---

<sup>11</sup> Melbourne Industrial and Commercial Land Use Plan (MICLUP), 2020, Victorian Government.

Affordable Housing contributions negotiated through the planning system may include gifted land or dwellings, discounted sale of land or dwellings, monetary contributions (or a combination of these). The value of the contribution is usually determined on a case-by-case basis through negotiation with Council. The Hobsons Bay Affordable Housing Trust is Council’s preferred method for delivering Affordable Housing contributions negotiated through the planning system. Given varying levels of ‘uplift’, different approaches are usually adopted for rezonings and development applications.

### Rezoning

The starting point for negotiations on rezonings in the 2016 Policy Statement was a 10 per cent contribution towards Affordable Housing for SRAs that involved a rezoning to residential use. It is considered appropriate to retain this commitment to seek a 10 per cent Affordable Housing contribution for residential rezonings, given the increased need for Affordable Housing since the 2016 Policy was developed and the significant uplift associated with a rezoning of land to enable residential use. This percentage is also comparable to the Affordable Housing contributions sought by other municipalities (refer Table 4).

Table 4: Affordable housing requirements in other municipalities

Municipality	Summary of Affordable Housing contribution sought
City of Yarra	Policy seeks 10 per cent of dwellings as Affordable Housing for developments of 50 or more dwellings.
City of Port Phillip	Policy aims for 20 per cent of new dwellings within multi-unit developments to be affordable. Existing planning scheme policies include 6 per cent Affordable Housing for Fisherman's Bend and 10 per cent Affordable Housing for the Carlisle Street Major Activity Centre and Bay Street Activity Centre.
City of Maribyrnong	Policy for areas subject to Development Plan Overlays is to contribute 10 per cent of development for Affordable Housing.
City of Melbourne	Policy seeks 6 per cent affordable housing for Fisherman's Bend, Arden Precinct, and West Melbourne Precincts (within the Schedule 6 to the Special Use Zone).

### Development Applications

The 2016 Policy seeks Affordable Housing contributions within ‘Strategic Redevelopment Sites’, ‘Activity Centres’, and ‘established suburbs’. The focus is also on larger development sites which are defined as developments of 20 or more dwellings.

Table 4 (below) identifies that over twenty years from 2004 to 2023 only 16 planning permits were issued for developments of 20 or more dwellings. This equates to less than 1 per year on average.

In comparison, a total of 76 planning permits have been issued for developments of 10 or more dwellings in Hobsons Bay. By lowering the threshold to 10 or more dwellings Council could seek an Affordable Housing Contribution for at least 2-3 more applications per year (on average).

Table 5: Total number of planning permits issued between 2004 and 2023 (2004 to 2023)

	Permits issued* for 10-19 Dwellings	Permits issued for 20 + Dwellings
<b>TOTAL</b>	<b>60</b>	<b>16</b>

\* based on active and expired permits in the Commercial Zone 1 (C1Z), Mixed Use Zone (MUZ) and Residential Growth Zone (RGZ)

### Mandating Affordable Housing contributions via the planning system

The current process of securing Affordable Housing contributions via the planning scheme creates uncertainty for landowners, developers, and the community.<sup>12</sup> Research conducted by the University of Melbourne found consistent mandatory contributions across all developments to be the preferred policy approach amongst all stakeholders, including private developers and finance, local Councils, and nonprofit providers.<sup>13</sup> Council's Housing Strategy 2019 recommends that Council continue to advocate to the Victorian government for 'Inclusionary Zoning' to increase affordable housing supply rather than relying on voluntary agreements.<sup>14</sup>

A mandatory provision in the planning scheme would provide certainty on the requirement to contribute to Affordable Housing, alleviate officer time in negotiating and advocating for contributions and hopefully reduce permit delays. The provision of a mandatory contribution in the planning scheme would also be beneficial in ensuring Affordable Housing contributions are secured for the Trust. As discussed above, in future there will be less opportunity for Affordable Housing contributions to be secured via a rezoning process due a lack of brownfield sites in Hobsons Bay.

---

<sup>12</sup> MAV Submission to Ministerial Advisory Committee on Planning Mechanisms for Affordable Housing, Oct 2019.

<sup>13</sup> Katrina Raynor, Georgia Warren-Myers and Matthew Palm (2020) "Confusing and not delivering enough": developers and councils want new affordable housing rules' (<https://findanexpert.unimelb.edu.au/news/12508-%27confusing-and-not-delivering-enough%27---developers-and-councils-want-new-affordable-housing-rules>).

<sup>14</sup> Hobsons Bay City Council (2019) *Housing Strategy 2019*, <https://www.hobsonsbay.vic.gov.au/files/assets/public/documents/volume-3-housing-strategy-adopted-20190813.pdf>, accessed June 2023.

### Implications for Council's updated Policy

- The updated Policy should seek a 10 per cent Affordable Housing contribution for a rezoning of land that would result in residential use.
- The updated Policy should seek an Affordable Housing contribution equivalent to 5 to 10 per cent when assessing relevant planning permit applications for residential development sites that yield 10 or more dwellings.
- Affordable Housing contributions negotiated through the planning system may include gifted land or dwellings, discounted sale of land or dwellings, monetary contributions or a combination of these. The value of the contribution will be determined on a case-by-case basis through negotiation with Council.
- The updated Policy should retain commitments that seek to consider incentives within Council's control for developers to make affordable housing contribution. In particular, this should highlight the Hobsons Bay Affordable Housing Trust as Council's preferred method for delivering Affordable Housing contributions negotiated through the planning system.
- The updated Policy should support mandatory contributions for Affordable Housing, where this is fair and reasonable and of benefit to the community .
- The updated Policy should include a commitment to prepare a planning scheme amendment to reference the updated policy and the Hobsons Bay Affordable Housing Trust.



## 7. Affordable Housing Needs Assessment

There are range of factors that drive need for Affordable Housing in Hobsons Bay. Like many areas around Melbourne, Hobsons Bay has experienced an increase in housing prices and rents in the past decade. For example, between 2011 and 2021, the median price for houses (up 83%), units (up 58%) and vacant house blocks (up 144%) all increased substantially.<sup>15</sup>

An Affordable Housing Needs Analysis has been undertaken to determine the levels and types of need for Affordable Housing need in Hobsons Bay. This assessment draws on available housing data and will inform the update to Council's Policy Statement.

### Key findings

Below are the key findings from the assessment:

- One in four renting households were experiencing **rental stress** in 2021 (24% or 2,221 households). This means they are paying more than 30 per cent of their total income towards rent.
- More than five in ten (51.4%) low-income households and more than eight in 10 very low-income households (83.0%), including all those on government payments, were experiencing **rental stress**.
- One in eleven households with a mortgage were experiencing **mortgage stress** in 2021 (9.0% or 1,071 households). The number of households experiencing mortgage stress has almost certainly increased since 2021, following 12 interest rate rises between May 2022 and May 2023.
- **Rental costs** in Hobsons Bay increased by 10 per cent in the year to 2022, compared to only 7 per cent in Greater Melbourne overall.
- The proportion of households living in **social housing** has declined in Hobsons Bay from 3.2 per cent in 2001 to 2.7 percent in 2021.
- The **Victorian Housing Register waiting list** for the Altona and Werribee Districts (which includes Hobsons Bay) increased by around 20 per cent between 2020 and 2022. In 2022, there were 11,473 applications on the priority access and register of interest lists for social housing in the location areas of Altona and Werribee.<sup>16</sup> Single people (including parents and older people) account for most people on the waiting list.
- Almost 300 people were experiencing **homelessness** on Census night 2021 (primarily as 'severe overcrowding') and a further 262 people were living in **marginal housing** (primarily in 'other overcrowded dwellings'). Between 2011 and 2016, women aged 55+ were the fastest growing group experiencing homelessness in Australia, with data from 2021 showing

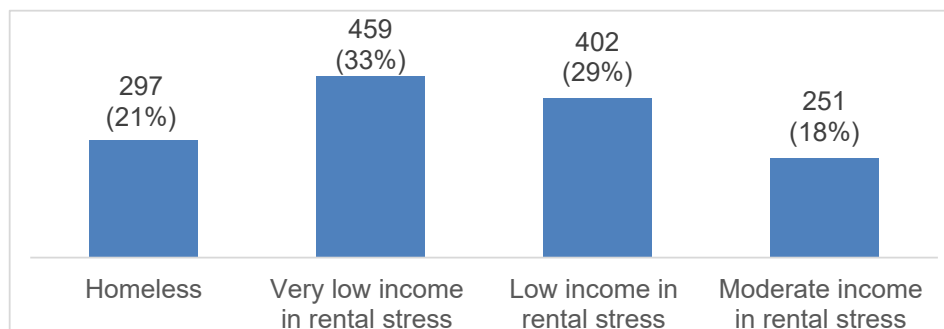
---

<sup>15</sup> Department of Transport and Planning (c. 2023) About Valuer-General Victoria (<https://www.land.vic.gov.au/>).

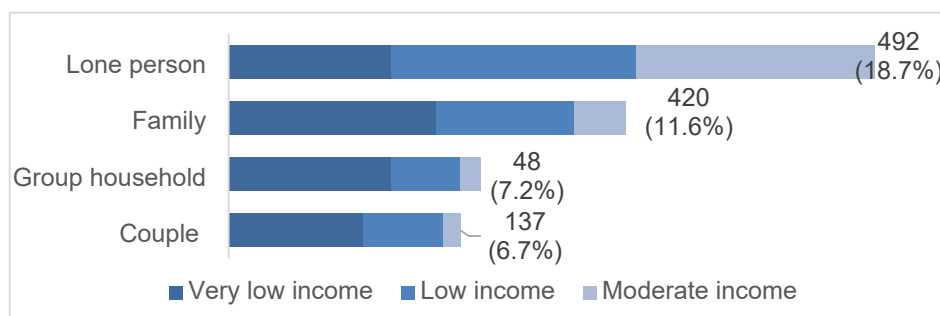
<sup>16</sup> Applicants can choose up to five location preferences on a housing application with the average applicant selecting four preferences, so applicants may be counted multiple times. The Altona location area includes Altona, Altona Meadows, Altona North, Brooklyn, Footscray, Kingsville, Newport, Seddon, South Kingsville, Spotswood, West Footscray, Williamstown, Williamstown North, Yarraville, Seaholme. The Werribee location area includes Hoppers Crossing, Laverton, Point Cook, Seabrook, Tarneit, Truganina, Werribee, Wyndham Vale.

that homelessness rates have not fallen.<sup>17</sup> Additionally, in 2021-22, 61 per cent of the specialist homelessness service clients in Hobsons Bay were female.<sup>18</sup>

- Based on this data, it is estimated there are 1,409 households in Hobsons Bay that have **unmet need for Affordable Housing** (4.1% of all households) (see Figures 2 and 3, below).



**Figure 2: Households in need of Affordable Housing – number of homeless and by income type** (Source: ABS Estimating Homelessness 2021 and ABS Census 2021.)



**Figure 3: Households in need of Affordable Housing - % of household type** (Source: ABS Census of Population and Housing, 2021. Compiled and presented by .id (informed decisions))

- This means these households are unable to access private market housing or require some form of housing assistance to avoid being in long term rental stress. More specifically:
  - **Lone person households** are particularly vulnerable and are also the fastest growing household type in Hobsons Bay. One in five people who live by themselves with an annual income of \$58,000 or less are in need of Affordable Housing.
  - Additionally, one in nine **families with children** on annual income of \$137,000 per year or less are in need of Affordable Housing.
- Based on this assessment, it is recommended that **future social housing stock** (typically for very low and low income households) should prioritise one-, two- and three-bedroom dwellings, while **future affordable rental and affordable purchase stock** (typically for low-

<sup>17</sup> Australian Bureau of Statistics (2023) Estimating Homelessness: Census, <https://www.abs.gov.au/statistics/people/housing/estimating-homelessness-census/latest-release>, accessed September 2023.

<sup>18</sup> Australian Institute of Health and Welfare (2022) Specialist homelessness services annual report 2021-22, <https://www.aihw.gov.au/reports/homelessness-services/specialist-homelessness-services-annual-report/contents/about>, accessed September 2023.

and moderate-income households) should prioritise one- and two-bedroom dwellings, with a focus on lone person households.

- Based on current need and forecast population growth, it is estimated that there will be **1,987 households in need of affordable housing by 2041**, an increase of 578 households on 2021 figures.<sup>19</sup> If this need was to be fully met by 2041, approximately 17 percent of all new dwellings built would need to be Affordable Housing.<sup>20</sup>
- In practice, **increased supply of Affordable Housing is expected** from various sources including:
  - anticipated Affordable Housing contributions from Strategic Redevelopment Areas
  - projects in development, e.g. projects funded through the Big Housing Build
  - future projects through the Hobsons Bay Affordable Housing Trust
  - anticipated Affordable Housing contributions on larger development sites and rezonings (outside of the Strategic Redevelopment Areas).

### Implications for the updated Policy

- Based on 2021 data, it is estimated there were 1,409 households in Hobsons Bay that have unmet need for affordable housing (4.1% of all households).
- Need is highest amongst lone person households (all income groups) and family households (low and very low income groups).
- Based on this needs assessment, It is recommended that future social housing stock (for very low and low income households) should prioritise one-, two- and three-bedroom dwellings, while affordable housing stock (for low- and moderate-income households) should prioritise one and two bedroom dwellings.

---

<sup>19</sup> This is calculated from the current rates of unmet need (4.1% of all households) and estimated population growth to 2041 (.id Consulting 2023, Housing Monitor and Population Forecasts for Hobsons Bay).

<sup>20</sup> This is calculated as a proportion of the total forecast additional 11,813 households in Hobsons Bay by 2041 (.id Consulting 2023, Population Forecasts for Hobsons Bay).

## 8. Evaluation of the 2016 Policy Statement

This section presents an evaluation of the current Affordable Housing Policy Statement 2016, including completed actions and key achievements.

### Key achievements

The following key achievements have occurred through the 2016 Policy Statement:

- **Hobsons Bay Affordable Housing Trust** – the Trust has been established, with Housing Choices Australia (HCA) appointed the Trustee and the Trust Deed and Funding and Services Agreement executed in July 2022.
- **Epsom Street Affordable Housing Project** – significant progress has been made on the Epsom Street Affordable Housing Project, including community consultation, endorsement of Design Guidelines, and submission of application for Victorian Government funding in October 2022.
- **Planning Scheme Amendments** – requirements for Affordable Housing contributions have been included into the Hobsons Bay Planning Scheme, including through the Altona North Comprehensive Development Plan (Precinct 15) and the Development Plan Overlay for Precinct 16 West.
- **Advocacy** – Council has undertaken various advocacy activities in relation to Affordable Housing, including developing submission to the Planning Mechanisms for Affordable Housing Ministerial Advisory Committee (2019), Ten Year Social and Affordable Housing Strategy for Victoria (2021) and Social and Affordable Housing Compact (2022).
- **Networks** – Council has participated in various networks to share information and support collective advocacy, including through the M9 Group and Inter Council Affordable Housing Forum (convened by the Municipal Association of Victoria).
- **Housing Strategy 2019** – Council adopted the Hobsons Bay Housing Strategy in 2019, which provides additional support and guidance for Council’s efforts to increase supply of Affordable Housing. Council has also implemented the housing strategy by introducing new residential zones that encourage a diversity of dwelling stock, including more apartments in appropriate locations.
- **Negotiations and agreements** – Council officers have conducted numerous negotiations with developers and landowners to secure Affordable Housing contributions via Section 173 agreements (see Table 2, above).
- **Planning Processes** – Council’s Statutory Planning team have introduced processes whereby projects including a portion of Affordable Housing are managed by senior planner.
- **Land audit** – Council officers have completed a high-level audit of government-owned land in Hobsons Bay with the potential to be considered for future development including Affordable Housing.
- **Financial Hardship Policy** – Council has developed the Hobsons Bay Financial Hardship Policy 2020, which provides a framework for financial relief to eligible households who need assistance from the impacts of financial hardship, including rates payments.

- **Rooming houses** – Council's Health Department has monitored standards in registered rooming houses in Hobsons Bay, as per legislative responsibilities under the [Residential Tenancies \(Rooming House Standards\) Regulations 2012](#)
- **Research** – Council has commissioned research on a range of topics to guide its planning and actions to increase the supply of Affordable Housing, including feasibility studies for the Epsom Street Affordable Housing Project.
- **Data** – Council officers have monitored local data from the Victorian Housing Register and Specialist Homelessness Services, as well as engaging with Homes Victoria and establishing a [Hobsons Bay Housing Monitor](#).
- **Community attitudes** – Council has sought to raise awareness of the need for and benefits of Affordable Housing, including through its submissions and consultation on the Epsom Street Affordable Housing Project Design Guidelines.
- **Land** – Council has engaged with the Victorian Government to explore opportunities to purchase appropriate land in Hobsons Bay for consideration as future Affordable Housing.

## Evaluation

A detailed evaluation of each of the Policy Statement's 56 Guiding Actions is included in Appendix 3. This evaluation indicates the status of each action (e.g. completed, progressing, ongoing), key Council teams involved, summary of work completed, and any other relevant comments.

The key points are summarised below:

- [Priority Area 1 \(Land Use Planning\)](#) - work has been undertaken against all 11 actions, with varying levels of impact.
- [Priority Area 2 \(Service Provision\)](#) - work has been undertaken against three (of four) actions.
- [Priority Area 3 \(Establishment of a Trust\)](#) - of 27 actions in this area, 11 have been completed and 12 are progressing. The remaining four have not started, are no longer relevant, or need to be re-scoped now that the Trust has been established.
- [Priority Area 4 \(Advocacy and Leadership\)](#) - work has been undertaken against all six actions.
- [Priority Area 5 \(Building the evidence base and community understanding\)](#) - work has been undertaken against all four actions, with two actions completed and two actions progressing.
- [Priority Area 6 \(Partnering to maintain existing public housing\)](#) - some work has been undertaken against all four actions, but significant progress has not yet been made.

A substantial proportion of the actions in the 2016 Policy Statement were quite specific and prescriptive, particularly with regards to the establishment of the Trust. It is recommended that the updated Policy articulate broader policy commitments, which can be implemented more flexibly through specific actions. As such, it is expected that the updated Policy will have fewer guiding actions/commitments than the 2016 Policy Statement.

## Implications for the updated Policy

The evaluation of the 2016 Policy highlights the following topics for consideration in developing the updated Policy:

- *Priority Area 1 – Land use planning:* Most of these actions are ongoing and should be considered for inclusion in the updated Policy.
- *Priority Area 2 – Service provision:* A focus on rooming houses should be retained for the updated Policy, but the focus on community care may be reduced.
- *Priority Area 3 – Establishment of a Housing Trust:* The updated Policy should retain a strong focus on the Hobsons Bay Affordable Housing Trust, particularly to grow the Trust and to encourage it as Council's preferred method for delivering Affordable Housing contributions through the planning system.
- *Priority Area 4 – Advocacy and Leadership:* The updated Policy should retain a strong focus on advocacy, given the significant role played by the Victorian Government in land use planning and funding of Affordable housing. This focus should be expanded to include the Commonwealth Government, who also play a role in funding construction and facilitation outcomes through access to low-cost finance.
- *Priority Area 5 - Building the evidence base and community understanding:* The focus on research, data and raising awareness should be retained for the updated Policy.
- *Priority Area 6 – Partnering to maintain existing public housing:* The updated Policy should retain a focus on working with other levels of government, including exploring asset transfers of surplus government land to the Hobsons Bay Affordable Housing Trust.

Overall, it is recommended that the updated Policy include fewer specific guiding actions/commitments, instead shifting the focus to broader policy commitments that can be implemented flexibly through operational implementation plans over the life of the Policy.

## 9. References

- .id Consulting (c. 2023) Housing monitor Hobsons Bay City (<https://housing.id.com.au/hobsons-bay>).
- Assemble (c. 2021) FAQs (<https://assemblecommunities.com/faq-cat/assemble-futures/>).
- Australian Bureau of Statistics (2018) Census of Population and Housing: Estimating Homelessness (<https://www.abs.gov.au/statistics/people/housing/estimating-homelessness-census/2016>).
- Australian Bureau of Statistics (2023) Estimating Homelessness: Census (<https://www.abs.gov.au/statistics/people/housing/estimating-homelessness-census/latest-release>).
- Australian Government – Department of Social Services (2023) Commonwealth Rent Assistance (<https://www.dss.gov.au/housing-support/programmes-services/commonwealth-rent-assistance>).
- Australian Government (2022) National Housing Accord 2022 (<https://ministers.treasury.gov.au/sites/ministers.treasury.gov.au/files/2022-10/national-housing-accord-2022.pdf>).
- Australian Housing and Urban Research Institute (AHURI) (2017) Understanding Inclusionary Zoning (<https://www.ahuri.edu.au/analysis/brief/understanding-inclusionary-zoning>).
- Australian Institute of Health and Welfare (2022) Specialist homelessness services annual report 2021-22, <https://www.aihw.gov.au/reports/homelessness-services/specialist-homelessness-services-annual-report/contents/about>
- Department of Social Services (2023) DSS Benefit and Payment Recipient Demographics – quarterly data (<https://data.gov.au/dataset/ds-dga-cff2ae8a-55e4-47db-a66d-e177fe0ac6a0/details>).
- Department of Transport and Planning (2022) Planning for affordable housing (<https://www.planning.vic.gov.au/policy-and-strategy/affordable-housing>).
- Department of Transport and Planning (2023) Using Victoria’s planning system (<https://www.planning.vic.gov.au/guide-home/using-victorias-planning-system>).
- Department of Transport and Planning (c. 2023) About Valuer-General Victoria (<https://www.land.vic.gov.au/>).
- Governor in Council Order (2022) Planning and Environment Act 1987, Section 3AB – Specification of Income Ranges for Affordable Housing, June 2022.
- Hobsons Bay Social Impact Assessment Guidelines - Residential 2023.
- Hobsons Bay City Council (2019) *Housing Strategy 2019*, <https://www.hobsonsbay.vic.gov.au/files/assets/public/documents/volume-3-housing-strategy-adopted - 20190813.pdf>
- Homes Melbourne (2023) *Key Worker Housing Definition: Report to the Future Melbourne Committee*, <https://www.melbourne.vic.gov.au/about-council/committees-meetings/meeting-archive/pages/future-melbourne-committee-5-september-2023.aspx>
- Homes Victoria (2023) Applications on the Victorian Housing Register (VHR) (<https://www.homes.vic.gov.au/applications-victorian-housing-register-vhr>).
- James Farrell (2012) ‘Definition of homelessness changes but problems remain’ (<https://theconversation.com/definition-of-homelessness-changes-but-problems-remain-9525>).

Katrina Raynor, Georgia Warren-Myers and Matthew Palm (2020) ‘Confusing and not delivering enough’: developers and councils want new affordable housing rules’ (<https://findanexpert.unimelb.edu.au/news/12508-%27confusing-and-not-delivering-enough%27---developers-and-councils-want-new-affordable-housing-rules>).

MAV Submission to Ministerial Advisory Committee on Planning Mechanisms for Affordable Housing, Oct 2019.

Melbourne Industrial and Commercial Land Use Plan (MICLUP), 2020, Victorian Government.

Mt Alexander Shire (2022) *Air rights for Templeton Street to proceed*, <https://shape.mountalexander.vic.gov.au/affordable-housing/air-rights-templeton-street-proceed>

Palm, M, Raynor, K. and Whitzman, C. (2018) *Project 30,000: Producing Social and Affordable Housing on Government Land*, University of Melbourne Faculty of Architecture, Building and Planning.

Planning and Environment Act 1987.

Productivity Commission (2022) *Housing and Homelessness Agreement review*, <https://www.pc.gov.au/inquiries/completed/housing-homelessness#report>

Shelter Tasmania (c. 2023) *Unsettled: Life in Australia’s private rental market* (<https://shelertas.org.au/unsettled-life-in-australias-private-rental-market/>).

South Gippsland Shire Council (c. 2022) *Social and Affordable Housing Strategy* (<https://yoursay.southgippsland.vic.gov.au/social-affordable-housing-strategy>).

State Government of Victoria (2022) *Registered housing agencies in Victoria* (<https://www.vic.gov.au/registered-housing-agencies-victoria>).

State Revenue Office Victoria (2023) *Homebuyer Fund* (<https://www.sro.vic.gov.au/homebuyer/frequently-asked-questions-about-homebuyer-fund>).

Victorian Government (2018) Ministerial Notice – Specified Matters under Section 3AA(2) of the Planning and Environment Act 1987, May 2018.



## 10. Appendices

### Appendix 1: Key terms

#### Affordable Housing

Affordable housing is a broad term which refers to housing that is affordable for lower income households. It is defined in the *Planning and Environment Act 1987* as ‘housing, including social housing that is appropriate for the housing needs of very low, low and moderate income households’.

#### Affordable Housing contribution

Affordable Housing Contributions can be facilitated through the Victorian planning system by agreement between the Responsible Authority and a developer or landowner as part of a site-specific planning scheme amendment or permit approval process.<sup>21</sup> Contributions may be provided through a range of delivery models, including gifted land or dwellings, discounted sale of land or dwellings, and monetary contributions (or a combination of these options). The Hobsons Bay Affordable Housing Trust is Council’s preferred method for delivering Affordable Housing contributions negotiated through the planning system.

#### ‘Brownfield land’

‘Brownfield land’ refers to land that was (or is) being used for industrial purposes and has been (or is intended) to be rezoned to accommodate residential development. Council’s Industrial Land Management Strategy 2008 identified a series of Strategic Redevelopment Areas on ‘brownfield land’ that have been subsequently rezoned for residential use.

#### Commonwealth Rent Assistance

Rent Assistance is a non-taxable income supplement payable to eligible people who rent in the private rental market or community housing.<sup>22</sup> Pensioners, allowees and those receiving more than the base rate of Family Tax Benefit Part A may be eligible for Rent Assistance.

#### Community Housing

Community housing is a form of social housing managed by Registered Housing Agency (see ‘Social Housing, below).

#### Hobsons Bay Affordable Housing Trust

The Hobsons Bay Affordable Housing Trust is a key commitment of Council’s Affordable Housing Policy Statement 2016. The Policy Statement proposed that the Trust be established for the charitable purpose of providing housing to low-income individuals or households that have a connection to Hobsons Bay. The Trust is Council’s preferred mechanism for the delivery of Affordable Housing contributions in the municipality. In 2020, Housing Choices Australia was appointed by Council as the Trustee of the Hobsons Bay Affordable Housing Trust.

---

<sup>21</sup> Affordable Development Outcomes & Moores (2021) *Options for Delivering and Securing Affordable Housing through the Planning System; A Guide for Councils and Registered Housing Agencies*, commissioned by CHIA Vic and MAV with funding support from Homes Victoria, [www.chiavic.com.au](http://www.chiavic.com.au), accessed September 2023.

<sup>22</sup> Australian Government – Department of Social Services (2023) Commonwealth Rent Assistance (<https://www.dss.gov.au/housing-support/programmes-services/commonwealth-rent-assistance>).

## Homelessness

There is no single agreed definition of homelessness. The Australian Bureau of Statistics uses six operational groups for presenting estimates of people experiencing homelessness on Census night.<sup>23</sup> These groups are:

- people living in improvised dwellings, tents or sleeping out
- people living in supported accommodation for the homeless
- people staying temporarily with other households
- people living in boarding houses
- people in other temporary lodgings
- people living in 'severely' overcrowded dwellings

An alternative 'cultural definition' of homelessness (developed by academics David MacKenzie and Chris Chamberlain<sup>24</sup>) includes three categories:

- Primary homelessness is experienced by people without conventional accommodation, e.g. sleeping rough or in improvised dwellings
- Secondary homelessness is experienced by people who frequently move from one temporary shelter to another, e.g. emergency accommodation, youth refuges, 'couch surfing'
- Tertiary homelessness is experienced by people staying in accommodation that falls below minimum community standards, e.g. boarding housing and caravan parks.

## Housing Affordability

Housing affordability is not the same as Affordable Housing. It refers to the relationship between expenditure on housing (prices, mortgage payments or rents) and household income, regardless of whether the housing is Affordable Housing or market housing. Housing affordability is a significant issue across Australia as the increasing cost of housing has outpaced household income for many years.<sup>25</sup>

## Housing Stress

Housing stress is a specific term which refers to households having trouble meeting their financial housing obligations, either rent or mortgage payments. Moderate, low, and very low income **households** are considered to be in housing stress if they are spending more than 30 per cent of their gross household income on housing costs. Income brackets for this definition are classified as very low (< 50% of median), low (50% to 80% of median) and moderate (80% to 120% of median). Households on high incomes are not counted as being in housing stress, even if payments are above 30 per cent of income, as this is more likely to contain an element of choice, e.g. paying extra on a mortgage to complete the loan sooner.<sup>26</sup>

## Inclusionary Zoning

The Australian Housing and Urban Research Institute (AHURI) defines inclusionary zoning as follows: *A land use planning intervention by government designed to deliver affordable housing. It either*

---

<sup>23</sup> Australian Bureau of Statistics (2023) Estimating Homelessness: Census (<https://www.abs.gov.au/statistics/people/housing/estimating-homelessness-census/latest-release>).

<sup>24</sup> James Farrell (2012) 'Definition of homelessness changes but problems remain' (<https://theconversation.com/definition-of-homelessness-changes-but-problems-remain-9525>).

<sup>25</sup> South Gippsland Shire Council (c. 2022) Social and Affordable Housing Strategy (<https://yoursay.southgippsland.vic.gov.au/social-affordable-housing-strategy>).

<sup>26</sup> .id Consulting (c. 2023) Housing monitor Hobsons Bay City (<https://housing.id.com.au/hobsons-bay>).

mandates or creates incentives for a residential development to provide a specified proportion or number of affordable housing dwellings.<sup>27</sup> Within the Australian context, inclusionary zoning has been implemented to varying degrees in South Australia, New South Wales and the Australian Capital Territory.

### Key workers

The following definition is adapted from research prepared for the Australian Housing and Urban Research Institute (AHURI): *There is no single definition of what constitutes a 'key worker'. The term usually refers to employees in services that are essential to a city's functioning but who earn low to moderate incomes. In cities and regions with high housing costs, this makes access to appropriate and affordable housing in reasonable proximity to work difficult for key workers.*

### Marginal housing

In addition to homelessness operational groups, the ABS also compiles estimates from Census data for the following three groups of people living in marginal housing, but who are not classified as homeless:

- people living in other crowded dwellings
- people in other improvised dwellings
- people marginally housed in caravan parks.<sup>28</sup>

### Planning authority

'Using Victoria's Planning System', the Victorian Government's technical guide to the *Planning and Environment Act 1987*, provides the following definition of 'Planning Authority': *any person or body given the power to prepare a planning scheme or an amendment to a planning scheme. The Minister is a planning authority and may authorise any other Minister or public authority to prepare an amendment to a planning scheme. A council is planning authority for its municipality and for any area adjoining its municipality that the Minister authorises.*<sup>29</sup>

### Public Housing

Public housing is a form of social housing managed by the Victorian Government (see 'Social Housing, below).

### Registered Housing Agency

Registered Housing Agencies provide Affordable Housing for very low, low and moderate-income households and allocate tenants from the Victorian Housing Register (see below). To become a Registered Housing Agency, a not-for-profit organisation must be a company limited by shares or guarantee, an incorporated association, or a co-operative. Housing managed by a Registered Housing Agency is usually long term or transitional, although some agencies also provide crisis housing and other forms of housing such as specialist disability accommodation and rooming houses. It is a regulated sector and all registered agencies must comply with Performance Standards

---

<sup>27</sup> Australian Housing and Urban Research Institute (AHURI) (2017) Understanding Inclusionary Zoning (<https://www.ahuri.edu.au/analysis/brief/understanding-inclusionary-zoning>).

<sup>28</sup> Australian Bureau of Statistics (2023) Estimating Homelessness: Census (<https://www.abs.gov.au/statistics/people/housing/estimating-homelessness-census/latest-release>).

<sup>29</sup> Department of Transport and Planning (2023) Using Victoria's planning system (<https://www.planning.vic.gov.au/guide-home/using-victorias-planning-system>).

and other legislative requirements under the Housing Act. There are currently 10 Registered Housing Associations and 36 Registered Housing Providers in Victoria.<sup>30</sup>

### 'Rent to buy' program

'Rent to buy' is a form of affordable purchase housing. Assemble Communities' 'Build to Rent to Own' is an example. Under the program, residents have the option to purchase after a five-year lease period at a pre-agreed price. The program is typically aimed at moderate income households.<sup>31</sup>

### Responsible Authority

'Using Victoria's Planning System', the Victorian Government's technical guide to the *Planning and Environment Act 1987*, provides the following definition of 'Responsible Authority': *the body responsible for the administration or enforcement of a planning scheme or a provision of a scheme. A responsible authority is responsible for considering and determining planning permit applications and for ensuring compliance with the planning scheme, permit conditions and agreements. The responsible authority is usually the municipal council.*<sup>32</sup>

### Shared equity program

Shared equity is a form of affordable purchase housing. It involves financing arrangements where the equity required for home ownership is shared between the purchaser, government and/or a Community Housing Provider. The Victorian Government's Victorian Homebuyer Fund is an example of a shared equity model. Under the program, the Victorian Government makes a financial contribution towards the purchase of a property (up to 25%) in exchange for a proportional interest (share) in the property. Purchases are required to repay the Government's financial contribution within the initial duration of the home loan plus 60 days.<sup>33</sup>

### Social Housing

Social housing is made up of two types of housing. **Public housing** is long-term rental housing that is owned and managed by the Victorian Government for eligible households, including people who are unemployed, on low incomes, live with a disability or mental illness, or who are at risk of homelessness. **Community housing** is secure, affordable, long-term rental housing that is owned or managed by a Registered Housing Agency, who may specialise in housing for a diverse range of tenants including women and children escaping family violence, people with a disability, or households with lower incomes.

### Strategic Redevelopment Areas

Council's Industrial Land Management Strategy 2008 identified a number of Strategic Redevelopment Areas, which have some or all of the following characteristics:

- Areas that may evolve from a previous industrial use to provide a wider mix of employment opportunities, including a mix of industry, commercial and office accommodation.
- Areas that are constrained by surrounding land use patterns or access arrangements and where the opportunity exists for uses to change over time to a residential use.

---

<sup>30</sup> State Government of Victoria (2022) Registered housing agencies in Victoria (<https://www.vic.gov.au/registered-housing-agencies-victoria>).

<sup>31</sup> Assemble (c. 2021) FAQs (<https://assemblecommunities.com/faq-cat/assemble-futures/>).

<sup>32</sup> Department of Transport and Planning (2023) Using Victoria's planning system (<https://www.planning.vic.gov.au/guide-home/using-victorias-planning-system>).

<sup>33</sup> State Revenue Office Victoria (2023) Homebuyer Fund (<https://www.sro.vic.gov.au/homebuyer/frequently-asked-questions-about-homebuyer-fund>).

- areas that are not currently industrial, but because of the existing land use conditions are best suited to an industrial zone.

The Affordable Housing Policy Statement 2016 established a policy position to seek 10 per cent non-market affordable housing on all SRAs.

### Victorian Housing Register

The Victorian Housing Register is a centralised waiting list for all social housing providers in Victoria, administered by the Department of Families, Fairness and Housing). The register has two categories:

- Priority Access: for people who are homeless and receiving support; escaping or have escaped family violence; with a disability or significant support needs; or with special housing needs.
- Register of Interest: for all eligible applicants to register their interest in social housing.

As at December 2022, there were a total of 67,120 total applications on the Victorian Housing Register.<sup>34</sup>

---

<sup>34</sup> Homes Victoria (2023) Applications on the Victorian Housing Register (VHR) (<https://www.homes.vic.gov.au/applications-victorian-housing-register-vhr>).

## Appendix 2: Government roles and responsibilities in the Australian housing system

Table 3: Government roles and responsibilities in the Australian housing system

(Source: adapted from AHURI (2019) Understanding of the 30:40 indicator of housing affordability stress cited in City of Melbourne's Affordable Housing Strategy)

AUSTRALIAN GOVERNMENT	VICTORIAN GOVERNMENT	LOCAL GOVERNMENT
<p><b>Housing demand</b></p> <ul style="list-style-type: none"> <li>• Tax incentives, e.g. negative gearing</li> </ul> <p><b>Home ownership</b></p> <ul style="list-style-type: none"> <li>• Capital gains tax, e.g. main residence exemption</li> <li>• Pension eligibility, e.g. value of 'principal place of residence' not considered</li> </ul> <p><b>Income support and rental subsidies</b></p> <ul style="list-style-type: none"> <li>• Rental supplements, e.g. Commonwealth Rent Assistance</li> <li>• Affordable Housing programs e.g. National Rental Affordability Scheme (NRAS)</li> </ul> <p><b>Funding and investment</b></p> <ul style="list-style-type: none"> <li>• Funding agreements, e.g. National Housing and Homelessness Agreement (NHHA)</li> <li>• Low cost financing, e.g. National Housing Finance and Investment Corporation (NHFC)</li> </ul> <p><b>Major infrastructure</b></p> <ul style="list-style-type: none"> <li>• Funding, e.g. National Housing Infrastructure Facility (NHIF)</li> <li>• Partnerships, e.g. North West Melbourne City Deal</li> </ul>	<p><b>Taxes and duties</b></p> <ul style="list-style-type: none"> <li>• Stamp duty, e.g. First Home Buyer Duty exemptions and concessions</li> <li>• Land tax, e.g. tax on vacant residential properties and exemptions for principle place of residence and rooming houses land</li> <li>• Windfall Gains Tax, e.g. value uplift arising from rezoning of land will be taxed at minimum 50 per cent (from 1 July 2023)</li> </ul> <p><b>Public and community housing</b></p> <ul style="list-style-type: none"> <li>• Funding public and community housing development, e.g. Big Housing Build</li> <li>• Management and maintenance of public housing (approx. 64,000 properties in Victoria)</li> </ul> <p><b>Home ownership programs</b></p> <ul style="list-style-type: none"> <li>• Grants e.g. First Home Owner Grant program</li> <li>• Shared equity schemes e.g. Victorian Homebuyer Fund or 'Buy Assist' community shared equity scheme</li> </ul> <p><b>Land release</b></p> <ul style="list-style-type: none"> <li>• Release of public non-residential land</li> </ul> <p><b>Major infrastructure</b></p> <ul style="list-style-type: none"> <li>• Funding for planning and delivery of major infrastructure, e.g. transport, health care, and education</li> </ul> <p><b>Planning laws</b></p> <ul style="list-style-type: none"> <li>• Oversight of the Victorian Planning System and statewide zoning tools</li> </ul>	<p><b>Rates</b></p> <ul style="list-style-type: none"> <li>• Council is responsible for collecting rates and applying rates concession and exemption policies</li> </ul> <p><b>Minor infrastructure</b></p> <ul style="list-style-type: none"> <li>• Delivery and maintenance of minor infrastructure e.g. roads and footpaths</li> <li>• Delivery of community infrastructure e.g. libraries, sporting pavilions</li> </ul> <p><b>Planning laws</b></p> <ul style="list-style-type: none"> <li>• Application of land use zoning</li> <li>• Planning permits and planning scheme amendments</li> <li>• Negotiating voluntary affordable housing contributions</li> </ul> <p><b>Rooming houses</b></p> <ul style="list-style-type: none"> <li>• Managing registration, monitoring and compliance of rooming houses</li> </ul> <p><b>Advocacy</b></p> <ul style="list-style-type: none"> <li>• Advocating to the Victorian and Australian Governments for increased supply of social and affordable housing</li> </ul> <p><b>Partnerships</b></p> <ul style="list-style-type: none"> <li>• Engaging with Registered Housing Agencies and other key stakeholders to increase local supply</li> </ul> <p><b>Council contributions</b></p> <ul style="list-style-type: none"> <li>• Considering opportunities to make land (or other contributions) available to increase local supply, having regard to the overall community need and Council's financial sustainability.</li> </ul>

## Appendix 3: Evaluation of the Affordable Housing Policy Statement 2016

### 1. Land use planning

*Council, together with the Victorian Government, has an important land use planning role that can influence building form, location and the total supply of land for housing. These factors can affect the market price of housing.*

Guiding Action	Status	Key Teams	Work undertaken / Comments
1.1 Consider amending the planning scheme by <b>updating the Local Planning Policy Framework</b> to provide a framework for addressing affordable housing.	Completed (ongoing)	Strategic Planning Social Planning	<ul style="list-style-type: none"> <li>Requirements for affordable housing have been added to the Hobsons Bay Planning Scheme, including for Precinct 15, Precinct 16 West and Precinct 16 East.</li> <li>VC169 (9/10/20) updated Clause 16.01-25 - Housing Affordability to include objective: To deliver more affordable housing closer to jobs, transport and services.</li> <li>The 2016 policy statement has been added as a background document to the Hobsons Bay Planning Scheme.</li> </ul>
1.2 Pursue <b>negotiated agreements for the inclusion of affordable housing</b> on appropriate development sites as part of planning scheme amendment rezonings and planning permit applications. For planning scheme amendments, due to potential uplift in value, this may involve identifying the creation of “unearned increments”	Completed (ongoing)	Strategic Planning Statutory Planning Social Planning	<ul style="list-style-type: none"> <li>Affordable housing contributions have been achieved on appropriate development sites, including Precinct 15 and other sites.</li> <li>Updated Policy should also include a statement encouraging the use of the Hobsons Bay Affordable Housing Trust for contributions.</li> </ul>
1.3 <b>Utilise Section 173 Agreements</b> and planning conditions that clearly set out the responsibilities for affordable housing	Completed (ongoing)	Strategic Planning Statutory Planning Social Planning	<ul style="list-style-type: none"> <li>Section 173 Agreements are in place for several developments.</li> </ul>
1.4 Implement a process whereby <b>town planning applications for affordable housing projects are dealt with by experienced planning officers</b> and provide advice to developers on: <ul style="list-style-type: none"> <li>1.4.1 The management of public consultation for affordable housing projects</li> <li>1.4.2 Social impact assessment (SIA) for affordable housing projects</li> <li>1.4.3 Requirements for SIAs and mitigation strategies for proposed redevelopments on sites that provide existing affordable housing (e.g. caravan parks, rooming houses)</li> </ul>	Completed (ongoing)	Statutory Planning	<ul style="list-style-type: none"> <li>Experienced planning officers have been dealing with applications for affordable housing projects.</li> </ul>
1.5 Consider the appropriateness of <b>development concessions</b> for developments that provide increased amounts of affordable housing	Progressing	Strategic Planning Statutory Planning Social Planning	<ul style="list-style-type: none"> <li>Up until now Council has been able to successfully secure affordable housing contributions without reliance on development concessions.</li> <li>Development concessions could be further explored as part of the next Policy along with a process for prioritising applications that deliver Affordable Housing</li> </ul>

<p>1.6 Apply a <b>spatially differentiated approach</b> to:</p> <p><u>1.6.1 Strategic Redevelopment Areas (SRAs) and Strategic Redevelopment Sites (SRSs)</u></p> <p>1.6.1.1 Seek <b>10 per cent non-market affordable housing</b> (as per the previous iteration of this policy statement) until a revised trigger is in place</p> <p>1.6.1.2 Capture the betterment uplift of zoning changes, amended planning controls (e.g. building heights), or significant public infrastructure investments (e.g. road or rail changes)</p> <p>1.6.1.3 Be incorporated in planning overlays, Section 173 Agreements, and or planning conditions</p> <p><u>1.6.2 Activity Centres</u></p> <p>1.6.2.1 Encourage the provision of affordable housing</p> <p>1.6.2.2 Negotiate affordable housing outcomes on large residential and mixed use development sites</p> <p>1.6.2.3 Be incorporated in planning overlays, Section 173 Agreements, and or planning conditions</p> <p><u>1.6.3 Established suburbs</u></p> <p>1.6.3.1 Negotiate affordable housing outcomes on larger development sites<sup>15</sup></p> <p>1.6.3.2 Be incorporated in planning overlays, Section 173 Agreements, and or planning conditions</p> <p>1.6.3.3 Support the development of dependent persons units (e.g. granny flats, laneway units)</p>	Ongoing	Strategic Planning Statutory Planning	<ul style="list-style-type: none"> <li>• A spatially differentiated approach has been partially implemented, with most progress made through SRAs and SRSs, e.g. Precinct 15.</li> <li>• However, with no new SRAs expected, the focus of the updated policy will need to be on Activity Centres and established suburbs</li> <li>• This will have implications for Council's approach to prioritising sites and achieving negotiated contributions.</li> <li>• Additionally, this Guiding Action overlaps with others (e.g. 1.2 and 1.3) and it is suggested that the updated Policy seek to avoid overlap as much as possible.</li> <li>• It is recommended that the new policy include a commitment to continue to seek a <b>10 per cent</b> affordable housing contributions for larger rezonings, as well as continue negotiate affordable housing outcomes on larger redevelopment sites of 10 or more dwellings.</li> </ul>
<p>1.7 Encourage the design of <b>dwellings that are supportive of ageing in place</b>, sympathetic to the needs of older people and people with a disability, through the implementation of Universal Design principles and the Disability Discrimination Act 1992</p>	Completed (ongoing)	Strategic Planning Statutory Planning	<ul style="list-style-type: none"> <li>• Universal Design Principles have been included in the adopted Design Guidelines for the Epsom Street Affordable Housing Project.</li> <li>• The Social and Strategic Planning team encourage adherence to Liveable Housing Australia Silver Level Guidelines, particularly for social and affordable housing dwellings</li> </ul>
<p>1.8 Manage the <b>quality of affordable housing</b>, including ensuring affordable housing developments are:</p> <p>1.8.1 indistinguishable from surrounding dwellings</p> <p>1.8.2 designed to maximise environmentally sustainable design (ESD) principles</p> <p>1.8.3 designed to minimise energy costs to the resident</p> <p>1.8.4 designed to minimise future maintenance costs to the owner</p> <p>1.8.5 established to minimise the future costs of communal services and body corporate fees</p> <p>1.8.6 convenient to public transport</p> <p>1.8.7 convenient to services, employment, schools and shops</p> <p>1.8.8 contain dwellings suitable for a range of tenants of all ages and abilities and from individuals to families</p> <p>1.8.9 designed to incorporate the principles of Universal Design</p>	Ongoing	Strategic Planning Statutory Planning	<ul style="list-style-type: none"> <li>• The Victorian Government has established criteria in relation to affordable housing that meet most of these requirements.</li> <li>• Council's role in managing the quality of affordable housing occurs predominantly through the planning process.</li> <li>• The Design Guidelines for the Epsom Street Affordable Housing Project includes design requirements, including for ESD principles and Universal Design.</li> </ul>



1.9 Manage the <b>rezoning and release of land</b> suitable for residential use to maintain an ongoing supply of land in a manner that: 1.9.1 minimises the upward pressure on residential land prices 1.9.2 assists residents to remain in the municipality to access local jobs, services and social opportunities 1.9.3 encourages the development of a diverse range of housing types 1.9.4 minimises living and ownership costs for residents 1.9.5 recognises the variance in land value (and the associated difference in the development and ownership cost of dwellings) across the municipality	Progressing	Strategic Planning Statutory Planning Property	<ul style="list-style-type: none"> <li>• Rezoning of land is managed on a case-by-case basis in consultation with DTP, etc.</li> <li>• Amendment C131 was gazetted in February 2023 that implemented the 2019 Housing Strategy and introduced a new suite of residential zones into the Hobsons Bay Planning Scheme, to ensure an ongoing and diverse supply of residential land</li> <li>• A key objective of the Hobsons Bay Affordable Housing Trust is to provide affordable housing that will keep residents in the municipality</li> </ul>
1.10 Undertake an <b>audit to identify all Council assets</b> that have the development potential to incorporate affordable housing and implement the aims of this policy statement	Progressing	Social Planning Property	<ul style="list-style-type: none"> <li>• The assets department has undertaken an audit of all council assets in 2022 and published an asset plan 2022-32</li> <li>• A high-level audit of government land in the municipality has also been undertaken to identify potential future sites for affordable housing developments.</li> </ul>
1.11 Council will <b>consider affordable housing outcomes when making decisions</b> concerning Council assets, land and land use	Ongoing	Social Planning Property	<ul style="list-style-type: none"> <li>• Council has made several decisions over the life of the policy statement that consider affordable housing in the context of Council assets, land, and land use. For example, in August 2022, Council resolved to consider a proposal to transfer parcels of land at 7-45 Epsom Street to Housing Choices Australia subject to funding and meeting legislative requirements.</li> <li>• While affordable housing outcomes have not been considered in councils asset plan 2022-32, 'Better Places' guides identify potential sites for affordable housing, eg. Better Places Laverton.</li> </ul>

## 2. Service Provision

*Through its various functions, Council plays a major role in protecting, improving and promoting the health of its residents. As the closest level of government to the community, Council works to ensure all residents are provided with an environment which allows them to achieve the best possible health and wellbeing. Housing, a basic human right, plays a critical role in enabling everyone to fully engage in community life, both economically and socially.*

Guiding Action	Status	Key Teams	Work undertaken / Comments
2.1. <b>Financially assist low-income homeowners</b> to remain in their homes by: 2.1.1. providing rates discounts to pensioners 2.1.2. providing rates rebates to war veterans and widows 2.1.3. considering a reduction of rates under the Local Government Act 1989 in cases of hardship	Complete (ongoing)	Rates Social Planning	<ul style="list-style-type: none"> <li>• Currently provide discounts to pensioners, and rebates to war veterans and widows, and other hardship measures were introduced during COVID-19 pandemic</li> <li>• Council charges a 'Vacant land rate' (approx. \$200 per annum but not a big incentive).</li> </ul>
2.2. Assist <b>older residents to remain in their homes</b> (either owned or rented) rather than transitioning to higher cost aged care through the provision of a range of support services	Complete (ongoing)	Community Care Sustainability	<ul style="list-style-type: none"> <li>• Council continues to provide support services for older people, although this is currently being reviewed considering funding changes from federal government.</li> <li>• Council may also play an information provision role (eg. Reverse mortgages) but needs to ensure it does not provide financial advice.</li> <li>• Council may also play a role in increasing the supply of medium density smaller dwellings ('downsize') through land use planning that may provide alternatives for older people.</li> <li>• Overall, however, this may not be a key aspect of the updated policy</li> </ul>

2.3. Manage Council's existing <b>tenant nomination rights</b> into aged and affordable housing, consistent with the objectives of this policy	Not started	Community Life?	<ul style="list-style-type: none"> <li>• Council has tenant nomination rights into two affordable housing properties in Hobsons Bay.</li> <li>• Council's role is relatively limited (approx. 4-5 clients per year) with a focus on housing people with a connection to the local area.</li> </ul>
2.4. Maintain a minimum privacy, security, safety and amenity standard for low-income <b>rooming house</b> residents through administration of the Public Health and Wellbeing Act 2008, Public Health and Wellbeing (Prescribed Accommodation) Regulations 2020, Building Act 1993 and Residential Tenancies Act 1997	Complete (ongoing)	Public Health	<ul style="list-style-type: none"> <li>• Council's public health team has an ongoing role in inspecting and monitoring the compliance of registered rooming houses.</li> <li>• Suggest retaining some focus on rooming houses - it is BAU, but worth noting Council's role.</li> </ul>

### 3. Establishment of a Housing Trust

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

Guiding Action - The Trust will:	Status	Key Teams	Work undertaken / Comments
3.1. Receive and hold <b>assets, funds and other forms of economic value</b>	Complete	HCA Social Planning	<ul style="list-style-type: none"> <li>• Trust has been established with Housing Choices Australia as Trustee.</li> <li>• Trust Deed and Funding and Services Agreement executed in July 2022.</li> <li>• Funding application for Epsom Street project has been lodged with State Government</li> </ul>
3.2. Address the <b>concerns of Panels and Tribunals</b> regarding the capacity of Council to implement this policy and develop affordable housing	Complete	HCA Social Planning	<ul style="list-style-type: none"> <li>• Trust has been established with Housing Choices Australia as Trustee.</li> <li>• Trust Deed and Funding and Services Agreement executed in July 2022.</li> </ul>
3.3. Provide a permanent solution to ensure that any affordable housing <b>contribution is not lost through subsequent market sales</b>	Complete	HCA Social Planning	<ul style="list-style-type: none"> <li>• Trust has been established with Housing Choices Australia as Trustee.</li> <li>• Trust Deed and Funding and Services Agreement executed in July 2022.</li> <li>• Trust Deed has provision (section 5.3) for Trustee to sell assets at its discretion, as this is part of asset management.</li> </ul>
3.4. Be subject to a <b>strategic level of control</b> from Council through: the terms of the trust deed, the appointment and removal by Council of the Trust Manager, and a reporting framework from the Trust Manager to Council against financial and social outcomes, as agreed	Complete	HCA Social Planning	<ul style="list-style-type: none"> <li>• Trust has been established with Housing Choices Australia as Trustee.</li> <li>• Trust Deed and Funding and Services Agreement executed in July 2022.</li> <li>• Planning and reporting process established, including Annual Business Plans and reporting to maintain accountability and measure progress.</li> </ul>
3.5. Be managed by a <b>Trust Manager that shall be a Registered Housing Association</b> regulated by the Victorian Registrar of Housing under the Housing Act 1983 and appointed for a finite term following a contestable public process	Complete	HCA Social Planning	<ul style="list-style-type: none"> <li>• Trust has been established with Housing Choices Australia as Trustee.</li> <li>• HCA is a Registered Housing Association, regulated by the Housing Act 1983.</li> </ul>
3.6. Ensure that any <b>housing assets are maintained from tenant rent payments</b> and do not present a future maintenance cost to Council.	Progressing	HCA Social Planning	<ul style="list-style-type: none"> <li>• Trust has been established with Housing Choices Australia as Trustee.</li> <li>• Trust Deed and Funding and Services Agreement executed in July 2022.</li> <li>• From Trust Deed – Trustee Powers (s.8.1 (n)): <i>to manage any real property it holds from time to time with all the powers of an absolute owner including, but not limited to, power to conduct repairs on the property and power to allow an Eligible Resident to occupy the property on terms and conditions that the Trustee thinks fit;</i></li> </ul>
3.7. Enable Hobsons Bay to access, through the Trust Manager, the <b>capacity, expertise and development advantages of the Victorian Registered Housing Associations</b> and Registered Housing Providers	Complete	HCA Social Planning	<ul style="list-style-type: none"> <li>• Trust has been established with Housing Choices Australia as Trustee.</li> <li>• HCA is a Registered Housing Association, regulated by the Housing Act 1983.</li> </ul>

3.8. Ensure that any housing owned or developed by the Trust is occupied and used for the <b>benefit of residents of Hobsons Bay</b>	Complete	HCA Social Planning	<ul style="list-style-type: none"> <li>Trust has been established with Housing Choices Australia as Trustee.</li> <li>Trust Deed and Funding and Services Agreement executed in July 2022.</li> <li>'Eligible Resident' defined in the Trust Deed to mean individual or household 'who has significant links to the City of Hobsons Bay'.</li> </ul>
3.9. Become registered as a <b>public benevolent institution and tax concession charity</b> to attract Commonwealth and State taxation benefits	Complete	HCA Social Planning	<ul style="list-style-type: none"> <li>The Hobsons Bay Affordable Housing Trust has been registered with Australian Charities and Not-for-Profits Commission.</li> </ul>
3.10. Provide <b>simplification and certainty</b> about future land use when Council officers consider requests for affordable housing planning dispensations	Progressing	HCA Stat Planning Strat Planning Social Planning Comms	<ul style="list-style-type: none"> <li>Brochures have been developed and will be updated as part of Trust promotional strategy.</li> <li>Further discussions required to identify any planning dispensations or other assistance that may be available to encourage use of the Trust for affordable housing contributions.</li> <li>Suggest retaining this in the updated Policy</li> </ul>
3.11. <b>Assist Council officers to negotiate</b> the quantum, form and timing of affordable housing contributions	Progressing	HCA Stat Planning Social Planning	<ul style="list-style-type: none"> <li>Negotiations have been undertaken for several sites</li> <li>Ongoing discussions needed between Trustee and Council Officers – suggest retaining this in some form within the updated Policy.</li> </ul>
3.12. Provide <b>certainty to developers</b> concerning the timing, price and design of affordable housing	Not started	HCA Stat Planning	<ul style="list-style-type: none"> <li>Council and HCA will promote the Trust as a vehicle for developers to deliver affordable housing contributions.</li> </ul>
3.13. Seek <b>additional sources of government and private funding</b> for housing, including, but not limited to, Commonwealth and State grants, debt, rent assistance, philanthropic grants, bequests, and transfers of assets	Progressing	Social Planning	<ul style="list-style-type: none"> <li>Application lodged for state government funding for social housing development at Epsom Street, Laverton.</li> </ul>
3.14. Accept affordable housing <b>contributions</b>	Progressing	HCA Social Planning Stat Planning	<ul style="list-style-type: none"> <li>Trust has been established with Housing Choices Australia as Trustee.</li> <li>Trust Deed and Funding and Services Agreement executed in July 2022.</li> <li>Further promotion of the Trust is needed, alongside consideration of incentives for developers and landowners.</li> </ul>
3.15. Identity and select future <b>tenants</b> who shall be in housing need (refer to 3.8)	Progressing	HCA	<ul style="list-style-type: none"> <li>Trustee will be responsible for tenant selection.</li> <li>HCA has its own policies and will develop a Tenancy Allocation Process for Trust properties as part of Year One Business Plan.</li> <li>In some cases, tenant selection will be determined by the requirements of specific funding sources, e.g. Social Housing Growth Fund (Victorian Housing Register).</li> </ul>
3.16. Develop and implement <b>rent setting policies</b> that meet Council's aims and the aims of this policy	Progressing	HCA	<ul style="list-style-type: none"> <li>Trustee will be responsible for setting rent.</li> <li>HCA has its own policies and will develop a Tenancy Allocation Process for Trust properties as part of Year One Business Plan.</li> <li>In some cases, rent setting will be determined by requirements of specific funding sources, e.g. Social Housing Growth Fund (Victorian Housing Register).</li> </ul>

3.17. Develop housing that meets Council's <b>design and location objectives</b>	Progressing	HCA Social Planning	<ul style="list-style-type: none"> <li>The Victorian Government has established criteria in relation to affordable housing that address design and location objectives.</li> <li>HCA has its own guidelines for the design of dwellings.</li> <li>The Design Guidelines for the Epsom Street Affordable Housing Project includes design requirements, including for ESD principles and Universal Design.</li> </ul>
3.18. Support and encourage tenants to <b>move into private rental housing and home ownership</b> through practices that include private rental brokerage and shared equity schemes	Not started	Stat Planning Social Planning	<ul style="list-style-type: none"> <li>HCA have advised this is not within their policies - this was updated in the Trust Deed.</li> <li>Consider including elsewhere in updated Policy, e.g. Statutory Planning have considered shared equity schemes as developer contributions separate from Trust.</li> </ul>
3.19. The delivery of part of a development site as a <b>land contribution rather than the delivery of completed dwellings</b> , allowing a separate development by a Registered Housing Association (RHA)	Complete	Strategic Planning Statutory Planning Social Planning HCA	<ul style="list-style-type: none"> <li>Trust has been established with Housing Choices Australia as Trustee.</li> <li>Trust Deed and Funding and Services Agreement executed in July 2022.</li> <li>The Trust Deed allows the Trust to acquire land in the City of Hobsons Bay and construct housing on it.</li> <li>The Trust does not specify housing models, but the definition of 'Eligible Residents' is limited to individuals and households 'registered on the Victorian Housing Register'.</li> <li>It is recommended that the updated Policy provide direction that this definition of Affordable Housing be broadened to facilitate additional affordable housing models (this may also be completed independently of the Policy, if required).</li> </ul>
3.20. The developer supplying a <b>land parcel in an alternative location</b> allowing a separate development by a RHA. The land parcel could be on lower value land in Hobsons Bay	Complete	Strategic Planning Statutory Planning Social Planning HCA	<ul style="list-style-type: none"> <li>Trust has been established with Housing Choices Australia as Trustee.</li> <li>Trust Deed and Funding and Services Agreement executed in July 2022.</li> <li>The Trust Deed allows the Trust to acquire land in the City of Hobsons Bay and construct housing on it.</li> </ul>
3.21. The sale of <b>10 per cent of dwellings</b> OR less than 10 per cent at a discounted price that a RHA can finance, subject to negotiation	Progressing	Strategic Planning Statutory Planning Social Planning HCA	<ul style="list-style-type: none"> <li>The Trust deed does not include a specific percentage contribution.</li> <li>The updated Policy should include a commitment to seek 5 to 10 percent of dwellings as an Affordable Housing contribution, with the Trust identified as the preferred method to manage contributions,</li> </ul>
3.22. A <b>cash payment</b> in lieu of a dwelling contribution with the funds used on an alternate project on land elsewhere in Hobsons Bay	Complete	Strategic Planning Statutory Planning Social Planning HCA	<ul style="list-style-type: none"> <li>Trust has been established with Housing Choices Australia as Trustee.</li> <li>Trust Deed and Funding and Services Agreement executed in July 2022.</li> <li>The Trust Deed allows the Trust to accept cash contributions.</li> </ul>
3.23. Joint ventures between <b>multiple RHAs</b>	Progressing	HCA	<ul style="list-style-type: none"> <li>Trust has been established with Housing Choices Australia as Trustee.</li> <li>Trust Deed and Funding and Services Agreement executed in July 2022.</li> <li>Joint ventures could be explored through future business plans and/or as opportunities arise.</li> </ul>
3.24. Joint ventures with DHHS aimed at <b>renewing existing public housing</b> that would otherwise be at the end of economic life and uninhabitable	Progressing	Trust Homes Vic	<ul style="list-style-type: none"> <li>Trust has been established with Housing Choices Australia as Trustee.</li> <li>Trust Deed and Funding and Services Agreement executed in July 2022.</li> <li>Joint ventures with the Homes Victoria (Department of Families, Fairness and Housing) could be explored through future business plans and/or as opportunities arise.</li> </ul>
3.25. Joint ventures with DHHS aimed at <b>retaining the current number of public housing dwellings</b> in Hobsons Bay	Progressing	Trust Homes Vic	

3.26. Provide the Housing Trust Manager with <b>discretion to allocate up to 20 per cent of housing created or managed under the policy as affordable rental housing for residents</b> of Hobsons Bay who are in the workforce (key workers), in the bottom 40 per cent of income as determined by the latest ABS Personal Income Data for the City of Hobsons Bay, and who are employees of a business or public service located in Hobsons Bay or who are in full time higher education and who have a long-term established connection with Hobsons Bay	Not completed	Trust	<ul style="list-style-type: none"> <li>The Trust Deed definition of 'Eligible Residents' is limited to individuals and households 'registered on the Victorian Housing Register'. As such, it may not extend to key workers and other relevant groups.</li> </ul>
3.27. Such housing to be managed and tenants selected by the Housing Trust Manager with <b>a maximum tenancy of one year</b> , after which such tenants are to be assisted to find housing in the private rental market through private rental brokerage or other means	Not completed	Trust	<ul style="list-style-type: none"> <li>Trustee will be responsible for tenant selection.</li> <li>HCA has its own policies and will develop a Tenancy Allocation Process for Trust properties as part of Year One Business Plan.</li> <li>In some cases, tenant selection will be determined by the requirements of specific funding sources, e.g. Social Housing Growth Fund (Victorian Housing Register).</li> <li>As such, it is recommended that this action not be included in the updated Policy.</li> </ul>

#### 4. Advocacy and Leadership

*Council recognises that tackling housing affordability requires the involvement of all tiers of government, as well as partnering with other councils and relevant agencies. Council's recognition of its importance is reflected in Council's key strategic plans and strategies which aim to increase the supply of affordable housing.*

Guiding Action	Status	Key Teams	Work undertaken / Comments
4.1. Provide <b>adequate resourcing</b> to support the actions of this policy statement	Complete	Social Planning Strategic Planning Statutory Planning	<ul style="list-style-type: none"> <li>Several Council teams have undertaken actions to implement the Policy, including the Social Planning, Strategic Planning and Statutory Planning teams.</li> <li>Council's Housing Strategy also identified responsibilities of various Council departments.</li> </ul>
4.2. <b>Work constructively and cooperatively with neighbouring councils</b> to address the provision of affordable housing for low-income residents within the Western Region of Metropolitan Melbourne	Complete (ongoing)	Social Planning	<ul style="list-style-type: none"> <li>Officers from Western region councils have met on a regular basis during the life of the policy (however, meetings stopped during the COVID-19 pandemic).</li> <li>Council officers also attend the statewide Inter Council Affordable Housing Forum (which is convened by the MAV and meets 5-6 times per year).</li> <li>Hobsons Bay is also a member of the M9 and meets occasionally to plan and deliver advocacy</li> </ul>
4.3. <b>Advocate for changes to the State Planning Policy Framework</b> to provide more explicit support for affordable housing in planning	Complete (ongoing)	Social Planning Advocacy	<ul style="list-style-type: none"> <li>Council officers prepared and contributed to submissions to various inquiries and policy development processes, including the Planning Mechanisms for Affordable Housing Ministerial Advisory Committee (2019), Ten-Year Strategy for Social and Affordable Housing (2021) and Social and Affordable Housing Compact (2022).</li> </ul>
4.4. <b>Advocate for appropriate public, not for profit and private housing outcomes</b> that address the housing needs of low to moderate income residents	Complete (ongoing)	Social Planning Advocacy	<ul style="list-style-type: none"> <li>Council officers prepared and contributed to submissions to various inquiries and policy development processes, including the Planning Mechanisms for Affordable Housing Ministerial Advisory Committee (2019), Ten-Year Strategy for Social and Affordable Housing (2021) and Social and Affordable Housing Compact (2022).</li> </ul>
4.5. Demonstrate public sector innovation and leadership in the <b>identification of housing opportunities in decisions concerning Council assets</b> and advocate that other public and government organisations do the same.	Complete	Property Social Planning	<ul style="list-style-type: none"> <li>Council has made significant progress on the Epsom Street Affordable Housing Project, a community housing development to be built on Council land by Housing Choices Australia as the Trustee of the Hobsons Bay Affordable Housing Trust (subject to funding).</li> </ul>

			<ul style="list-style-type: none"> <li>Key actions include community consultation on Draft Design Guidelines, presentations to colleagues in state and local government, and supporting the Trust to develop a funding proposal.</li> </ul>
4.6. <b>Advocate for all surplus Victorian Government land in Hobsons Bay</b> that is to be developed for residential or mixed-use purposes to carry a requirement for the delivery of affordable housing as a part of its redevelopment	Complete (ongoing)	Social Planning Advocacy	<ul style="list-style-type: none"> <li>Council officers prepared and contributed to submissions to various inquiries and policy development processes, including the Planning Mechanisms for Affordable Housing Ministerial Advisory Committee (2019), Ten-Year Strategy for Social and Affordable Housing (2021) and Social and Affordable Housing Compact (2022).</li> <li>Council officers have also met with representatives from Homes Victoria to highlight local need for Affordable Housing, as well as the need to consider state-owned sites (it is expected this engagement will continue through the Compact and local area agreements).</li> </ul>

## 5. Building the evidence base and community understanding

*Research plays a critical role in developing an evidence base on which to measure and monitor housing affordability in Hobsons Bay and to keep the community informed of the important role it plays in maintaining the wellbeing and diversity of our residents.*

Guiding Action	Status	Key Teams	Work undertaken / Comments
5.1. Fund <b>targeted research</b> such as best practice implementation methods and local data collection to continue to build on Council's understanding of affordable housing and the impact of limited housing on the community	Complete (ongoing)	Social Planning	<ul style="list-style-type: none"> <li>Several research projects have been undertaken over the life of the Policy Statement, including feasibility studies for the Epsom Street Affordable Housing Project. Research has been funded by Council and through external grants, e.g. Social Housing Investment Planning (SHIP) Grants Program.</li> <li>Council has also subscribed to .id's Housing Monitor product which provide up-to-date data on housing access and affordability in Hobsons Bay (see <a href="https://housing.id.com.au/hobsons-bay">https://housing.id.com.au/hobsons-bay</a>).</li> </ul>
5.2. Monitor <b>DHHS housing affordability data and other data</b> on housing affordability in Hobsons Bay	Complete (ongoing)	Social Planning	<ul style="list-style-type: none"> <li>Homes Victoria have shared housing and homelessness service data for Hobsons Bay for the years ending June 2021 and June 2022.</li> <li>Council officers advocated for increased sharing of data in submission on the Social and Affordable Housing Compact (to be implemented via a Local Area Agreement, to be confirmed).</li> <li>Council officers also monitor publicly available datasets from the ABS, Homes Victoria and Australian Institute of Health and Wellbeing.</li> </ul>
5.3. Undertake an <b>economic analysis to identify the trigger</b> for when and the extent of the contribution to affordable housing will be requested (e.g. sites over a certain size)	Progressing	Social Planning Strategic Planning Statutory Planning	<ul style="list-style-type: none"> <li>The 2016 Policy Statement sets out 'triggers' to commence negotiations for affordable housing, including on Strategic Redevelopment Sites and for residential development of 20+ dwellings in established suburbs. These should be reviewed in the development of the new Policy.</li> </ul>
5.4. Continue to <b>raise awareness of the importance of affordable housing</b> by building the capacity and understanding of the community and stakeholders around affordable housing and the benefits of ensuring an adequate supply is available in Hobsons Bay	Progressing	Social Planning	<ul style="list-style-type: none"> <li>Community consultation on the Draft Design Guidelines for the Epsom Street Affordable Housing Project involved raising awareness of social housing. It highlighted need amongst key workers and people with a connection to Hobsons Bay.</li> <li>Council's commitment to increasing the supply of Affordable Housing is also reflected in the Council Plan 2021-25 and Better Place Guides.</li> </ul>

## 6. Partnering to maintain existing public housing

*Council will seek a productive partnership with the Hobsons Bay Housing Trust and the Director of Housing to support an outcome that ensures there is no future net loss of the estimated 990 public housing dwellings in Hobsons Bay.*

Guiding Action	Status	Key Teams	Work undertaken / Comments
6.1. Explore how the Trust and the Director of Housing may work together on the <b>redevelopment and replacement of ageing public housing dwellings</b> and address the issues identified in the 2012 Report of the Auditor General	Progressing	Homes Victoria Social Planning HCA / Trust	<ul style="list-style-type: none"> <li>• Council's submission on the Social and Affordable Housing Compact (2022) highlighted the importance of an ongoing partnership between Homes Victoria, Council and the Hobsons Bay Affordable Housing Trust.</li> <li>• Homes Victoria have shared data with Council on public housing dwellings and residents that assists in future planning. The Compact and Local Area Agreements provide an opportunity to build further collaboration.</li> <li>• The Epsom Street Affordable Housing Project has been a priority for the Trust over the life of the Policy Statement – further work is required to explore the role of the Trust in future opportunities to redevelop public housing dwellings in Hobsons Bay.</li> </ul>
6.2. Minimise the <b>undesirable impacts on individuals and neighbourhoods</b> associated with high concentrations of public housing	Progressing	Social Planning	<ul style="list-style-type: none"> <li>• Council has also responded to two petitions in relation to the Epsom Street Affordable Housing Project by highlighting the expected benefits of the project if it is funded and proceeds.</li> </ul>
6.3. Explore the possibility of creating a <b>register of public housing dwellings in Hobsons Bay</b> and request the Director of Housing to consult with Council prior to the sale or disposal of dwellings upon the register	Progressing	Social Planning	<ul style="list-style-type: none"> <li>• Council officers have obtained a list of public housing dwellings in Hobsons Bay from Council's Rates Department.</li> <li>• Council has also engaged directly with Homes Victoria on a range of topics and will continue to engage via the Compact and Local Area Agreements (as they are developed). This discussion could include engagement on future decisions to sell or dispose public housing dwellings.</li> </ul>
6.4. Seek <b>asset transfers of surplus Victorian Government land</b> within Hobsons Bay to the Hobsons Bay Housing Trust for the purposes of increasing the overall supply of affordable housing	Progressing	Property Social Planning	<ul style="list-style-type: none"> <li>• Through its engagement with Homes Victoria, Council periodically raises the prospect of surplus Victorian Government land and its potential for Affordable Housing. This process could be formalised through the development of the Compact or other agreements.</li> <li>• Council officers have also commenced a high-level audit of government-owned land to determine its suitability for future development of Affordable Housing. This could assist future discussions with Homes Victoria and Commonwealth Government.</li> </ul>

# Final Draft Affordable Housing Policy

## Summary of public consultation feedback and proposed changes

The Draft Affordable Housing Policy Statement (the draft policy) was available for public feedback from 17 July until 28 August 2023. Feedback was provided via a short survey hosted on the Hobsons Bay Participate Page and written submissions. A total of 25 responses were received.

The key points from each submission are included in the table below, alongside officer recommendations for changes to the final draft policy (the final draft) in response to feedback.

*NOTE: References to all commitments and sections below use the updated numbering system used in the final draft.*

Submission	Key Points	Officer Consideration	Recommendations
Submission 1 (Lives and works in Hobsons Bay)	<ul style="list-style-type: none"> <li><b>Response is supportive</b> but suggests the draft policy lacks implementable policy changes that will make a practical difference.</li> <li>Examples were provided, including planning amendments to make affordable housing compulsory, and incentives for developers to include affordable housing in their projects.</li> </ul>	<ul style="list-style-type: none"> <li>An implementation plan will be prepared to deliver on the commitments. It is acknowledged that more detail could be added to Section 7 (Implementation and Monitoring) to explain this process.</li> <li>Council is unable to amend state provisions to make Affordable Housing (AH) contributions mandatory for all residential projects. However, it is acknowledged that the final draft could be strengthened to seek Affordable Housing (AH) contributions via the planning system as follows:               <ul style="list-style-type: none"> <li>Due to the uplift associated with a residential rezoning, Council could justify strengthening Commitment 1.2 and 2.1 to apply to all residential rezonings, regardless of the number of dwellings delivered.</li> <li>Commitment 2.2 could be amended to reduce the trigger for an AH contribution from 20+ dwellings to 10+ dwellings. This would make this commitment more effective by providing more opportunity for Council to seek an AH contribution via the planning permit process.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li><b>Change</b> – add more detail to Section 7 (Implementation and Monitoring)</li> <li><b>Change</b> – remove 20 dwellings as the threshold for seeking / advocating for AH contributions for rezonings (1.2 and 2.1) AND reduce the threshold for seeking AH contributions down to 10 + dwellings for relevant planning permit applications (2.2).</li> <li><i>NOTE: Additional information has been included in the background report to support this change to the final draft.</i></li> </ul>
Submission 2 (Service provider)	<ul style="list-style-type: none"> <li><b>Response is supportive</b> but did not provide any further details.</li> </ul>	<ul style="list-style-type: none"> <li>Noted</li> </ul>	<ul style="list-style-type: none"> <li><b>No change</b></li> </ul>



<p>Submission 3 (Lives in Hobsons Bay)</p>	<ul style="list-style-type: none"> <li>• <b>Response is neutral</b> and suggested that the draft policy is lacking in detail. It also asked about timeframes for implementation of the draft policy and what land is available for re-zoning and re-development.</li> </ul>	<ul style="list-style-type: none"> <li>• The draft policy indicates that it will be reviewed within five years from the date of Council adoption (refer to Section 7, Implementation and Monitoring).</li> <li>• Action Area 4 (Use of government-owned assets) sets out several commitments with regards to the use of Council-owned land. For example, Council will assess the suitability and feasibility of Council-owned assets for use in AH projects (Commitment 4.2). It will also engage with state and federal governments to identify suitable surplus land for consideration for transfer to the Hobsons Bay Affordable Housing Trust (Commitment 4.4).</li> </ul>	<ul style="list-style-type: none"> <li>• <b>No change</b></li> </ul>
<p>Submission 4 (Lives in Hobsons Bay)</p>	<ul style="list-style-type: none"> <li>• <b>Response is supportive</b>, noting that housing is an essential need for all people. It also emphasises Council’s role to support local communities and ensure Hobsons Bay is equitable and accessible for different types of people.</li> <li>• Response also highlighted the importance of increasing supply to reduce wait times on the Victorian Housing Register and the need to locate affordable housing close to community activities, social services, and public transport.</li> </ul>	<ul style="list-style-type: none"> <li>• Noted – this is reflected in the Introduction to the draft policy.</li> <li>• Noted – this is reflected on the purpose of the draft policy which is to ‘guide Council’s efforts to increase the supply of Affordable Housing in Hobsons Bay’.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>No change</b></li> </ul>
<p>Submission 5 (Lives in Hobsons Bay)</p>	<ul style="list-style-type: none"> <li>• <b>Response is neutral</b>, suggesting that consideration needs to be given to the location of social housing (not in high traffic areas such as Williamstown). It also suggests re-investing funds from sale of old public housing to new and better-located developments.</li> </ul>	<ul style="list-style-type: none"> <li>• The draft policy notes that the Victorian Government has established criteria (Specified Matters) to be considered in the development of AH, including site location and proximity to amenities, employment.<sup>1</sup></li> <li>• Given the broad need for AH across the municipality, the draft policy does not indicate specific locations for AH in Hobsons Bay.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>No Change</b></li> </ul>

<sup>1</sup> Victorian Government (2018) Ministerial Notice – Specified Matters under Section 3AA(2) of the Planning and Environment Act 1987, May 2018.

<p>Submission 6 (Lives in Hobsons Bay)</p>	<ul style="list-style-type: none"> <li>• <b>Response is neutral</b>, raising several issues that were not directly relevant to the draft policy, including overcrowding, parking, litter and graffiti. Submission also expressed concern about the impact of 'short term profit' on the community and local environment.</li> </ul>	<ul style="list-style-type: none"> <li>• Noted – the issues raised in the submission affect people across the municipality, but are not specific to AH or the content of final draft.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>No change</b></li> </ul>
<p>Submission 7 (Lives in Hobsons Bay)</p>	<ul style="list-style-type: none"> <li>• <b>Response is neutral</b>, suggesting that the draft policy is not strong enough and should include more definitive commitments. The submission also suggests that affordable housing should be located throughout the municipality, with 'firm obligations on developers to include affordable housing at ALL sites'.</li> </ul>	<ul style="list-style-type: none"> <li>• The language used in the draft policy is intentionally broad to allow for a range of activities to be undertaken by Council through an operational implementation plan.</li> <li>• Council officers acknowledge that the final draft should be strengthened with its commitments to seek AH contributions via the planning system. Changes recommended to commitments 1.2, 2.1 and 2.2 (refer response to Submission #1).</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Change</b> – strengthen commitments 1.2, 2.1 and 2.2 as per response to Submission #1</li> </ul>
<p>Submission 8 (Lives in Hobsons Bay)</p>	<ul style="list-style-type: none"> <li>• <b>Response is not supportive</b> of the draft policy but did not provide any suggested changes.</li> </ul>	<ul style="list-style-type: none"> <li>• Noted</li> </ul>	<ul style="list-style-type: none"> <li>• <b>No change</b></li> </ul>
<p>Submission 9 (Lives in Hobsons Bay)</p>	<ul style="list-style-type: none"> <li>• <b>Response is neutral</b>, suggesting the draft policy should be stronger and include a target to increase supply by 'x per cent over the next five years'.</li> <li>• Submission also asks why the draft policy included broader commitments compared to the previous 2016 Policy Statement.</li> <li>• Submission restated that draft policy was not strong enough and should include planning for re-zoning and an agreement to get developers to contribute.</li> </ul>	<ul style="list-style-type: none"> <li>• The draft policy has the broad aim to increase the supply of AH in Hobsons Bay. It provides an estimate of the current shortfall of more than 1,400 AH dwellings. However, it is not possible to include a specific target for increasing supply, given the wide range of factors that contribute to supply such as state and federal funding and policy contexts, land availability, development economics, and community sentiment.</li> <li>• The draft policy statement includes broader policy commitments (rather than specific actions) to provide flexibility as to how it is delivered. This approach will be maintained and guided by an operational Implementation Plan to be developed by Council Officers.</li> <li>• Council officers acknowledge that the final draft could be strengthened in its commitment to seek AH contributions via the planning system. Changes recommended to commitments 1.2, 2.1 and 2.2 (refer response to Submission #1).</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Change</b> – strengthen commitment 1.2, 2.1 and 2.2 as per response to Submission #1</li> </ul>

<p>Submission 10 (Lives in Hobsons Bay)</p>	<ul style="list-style-type: none"> <li>• <b>Response is neutral</b>, suggesting that housing supply is a planning decision and other community demands such as the protection and enhancement of open space, environmental assets, trees, and parks ‘should not be sacrificed in the name of affordable housing’. It was stated further that ‘developers already have too much sway in the design of our community’ and ‘affordable housing is not an equitable public asset’.</li> </ul>	<ul style="list-style-type: none"> <li>• There is a demonstrated need for more AH in Hobsons Bay. The draft policy acknowledges that there are a range of factors that Council must consider when deciding to approve or use Council-owned (public) land for AH, including an assessment against the objectives of the Hobsons Bay Planning Scheme (Commitment 4.2). There are also statutory processes that must be followed if Council proposes to transfer land to the Trust for the purpose of increasing supply of AH, including an opportunity for community feedback.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>No change</b></li> </ul>
<p>Submission 11 (Lives in Hobsons Bay)</p>	<ul style="list-style-type: none"> <li>• <b>Response is not supportive</b>, repeatedly stating ‘I do not wish to have more social housing in Hobsons Bay’. Submission also stated that it disagrees with the draft policy but did not provide any further information.</li> </ul>	<ul style="list-style-type: none"> <li>• The draft policy identifies significant unmet demand for AH in Hobsons Bay. Council has a long-standing commitment to increasing the supply of AH, including for people with a connection to Hobsons Bay through the establishment of the Trust.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>No change</b></li> </ul>
<p>Submission 12 (Lives in Hobsons Bay)</p>	<ul style="list-style-type: none"> <li>• <b>Response is not supportive</b> and stated that there is not enough infrastructure and that more affordable housing will decrease property prices. The submission also suggested affordable housing should be built elsewhere in Melbourne.</li> </ul>	<ul style="list-style-type: none"> <li>• The draft policy notes that the Victorian Government has established criteria (Specified Matters, see submission 5) to be considered in the development of AH, which include site location and proximity to amenities, employment, and transport. Council will be guided by these criteria in its efforts to increase the supply of AH and will continue to deliver and advocate for infrastructure to meet the current and future needs of local communities.</li> <li>• Analysis included in the draft policy and background paper show that there is significant unmet need for AH in Hobsons Bay. Most if not all other municipalities also experience unmet need for AH.</li> <li>• Many factors contribute to property values, and it is not possible to accurately determine the impact of increased supply of AH on property prices.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>No change</b></li> </ul>

<p>Submission 13 (Lives in Hobsons Bay)</p>	<ul style="list-style-type: none"> <li>• <b>Response is neutral</b> and focused on two key factors that contribute to housing affordability: supply and demand. The submission suggested that Council can remove or reduce barriers to new supply in various ways, including by reducing regulation, reducing rates, making building permits easier and cheaper, and rezoning more land as residential. It also suggested that Council could seek to influence demand through advocacy to Commonwealth Government to reduce migration.</li> </ul>	<ul style="list-style-type: none"> <li>• The draft policy aims to increase the supply of AH, which is a specific type of housing defined in the <i>Planning and Environment Act 1987</i>. While reduced housing affordability increases demand for AH, the draft policy does not seek to specifically address housing affordability in the ways described in the submission. These are broader issues that may be addressed through other Council plans, policies and strategies.</li> <li>• Additionally, the draft policy does not propose changes to the Commonwealth Government’s migration policy as a viable solution to unmet need for AH. Council also recognises the benefits of migration that support a culturally diverse community in Hobsons Bay.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>No change</b></li> </ul>
<p>Submission 14 (Lives, works and studies in Hobsons Bay)</p>	<ul style="list-style-type: none"> <li>• <b>Response is not supportive</b> and suggests that support services should be prioritised before building more AH.</li> </ul>	<ul style="list-style-type: none"> <li>• The draft policy recognises the need to provide support for people living in AH. Priority 6 (Supporting vulnerable residents) includes commitments to support vulnerable residents, including by facilitating connections between organisations that assist residents, including service providers, registered housing agencies and government agencies (Commitment 6.3). However, not all AH residents need support and the suggestion that more support services are needed <u>as a pre-condition</u> for additional AH supply is not supported.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>No change</b></li> </ul>
<p>Submission 15 (Lives and works in Hobsons Bay)</p>	<ul style="list-style-type: none"> <li>• <b>Response is supportive</b> and suggests that affordable housing protects our community by allowing long-time residents to remain in the Hobsons Bay. The submission also states that it fully supports the draft policy, suggesting that it will continue to ‘help people keep living closely connected to their roots, family and friends’.</li> </ul>	<ul style="list-style-type: none"> <li>• Through the final draft, Council will continue to support the Hobsons Bay Affordable Housing Trust, which aims to increase the supply of AH for people with a connection to Hobsons Bay. Additionally, the final draft highlights that the Trust is Council’s preferred method for delivering AH contributions.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Change</b> – increase the emphasis on the role of the Trust, including by referencing it within the ‘Purpose and Scope’ (Section 2), ‘Statement of Intent’ (Section 3) and Planning Scheme Amendment proposed through the final draft (Commitment 2.6).</li> </ul>

<p>Submission 16 (Lives and works in Hobsons Bay)</p>	<ul style="list-style-type: none"> <li>• <b>Response is supportive</b> and suggests housing is a human right and that, as a community, we should be leading the way. The submission also suggests that affordable housing should be mandatory in all new developments, and that these properties should be provided to the same standard. The submission provided further suggestions for consideration, including 'rent to buy' models and affordable housing which is appropriate for people with different physical or mobility needs.</li> </ul>	<ul style="list-style-type: none"> <li>• The draft policy notes that housing is recognised as a human right in the Universal Declaration of Human Rights. It includes a commitment to prepare an appropriate planning scheme amendment (Commitment 2.6), but this is unlikely to include broad-based mandatory provision as this is not possible under the current state-based policy frameworks.</li> <li>• Council officers acknowledge that the draft policy could be strengthened with its commitments to seek AH contributions via the planning system. Changes recommended to commitments 1.2, 2.1 and 2.2 (refer response to Submission #1).</li> <li>• Affordable purchase housing (such as rent to buy) is in scope for the draft policy and will be retained for the final draft.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Change</b> – strengthen commitment 1.2, 2.1 and 2.2 as per response to Submission #1</li> </ul>
<p>Submission 17 (Lives and works in Hobsons Bay)</p>	<ul style="list-style-type: none"> <li>• <b>Response is supportive</b> and agreed with the need to increase the supply of affordable housing. However, the submission also expressed concerns about high density housing, both in its impacts on the built environment and the capacity to meet the support needs of residents living there.</li> </ul>	<ul style="list-style-type: none"> <li>• Future housing development in Hobsons Bay will be subject to the requirements of the Hobsons Bay Planning Scheme. The requirements in the scheme aim to ensure that any high-density housing is built and located appropriately. As at 2021 Census, just under three per cent of dwellings in Hobsons Bay were high density, below the Greater Melbourne average of 12.8 per cent.</li> <li>• The draft policy recognised the need to provide support for people living in AH. Priority 6 (Supporting vulnerable residents) includes commitments to support vulnerable residents, including by facilitating connections between organisations that assist vulnerable residents, including service providers, registered housing agencies and government agencies (Commitment 6.3).</li> </ul>	<ul style="list-style-type: none"> <li>• <b>No Change</b></li> </ul>
<p>Submission 18 (Lives in Hobsons Bay)</p>	<ul style="list-style-type: none"> <li>• <b>Response is not supportive</b> of the draft policy but did not provide any suggested changes.</li> </ul>	<ul style="list-style-type: none"> <li>• Noted</li> </ul>	<ul style="list-style-type: none"> <li>• <b>No change</b></li> </ul>
<p>Submission 19 (No details provided)</p>	<ul style="list-style-type: none"> <li>• <b>Response is neutral</b> and provided a short comment highlighting the need to include provision for 'Tiny house' lodgings in backyards.</li> </ul>	<ul style="list-style-type: none"> <li>• The draft policy is focused on three key types of AH: social housing, affordable rental housing and affordable purchase housing. These broad types of AH may incorporate a range of innovative housing models.</li> <li>• Victoria's Housing Statement also introduces planning reforms to make it easier to build a second small dwelling</li> </ul>	<ul style="list-style-type: none"> <li>• <b>No Change</b></li> </ul>

		by removing the requirement for a planning approval for dwellings garden units that are less than 60m2.	
Submission 20 (Lives in Hobsons Bay)	<ul style="list-style-type: none"> <li>• <b>Response is neutral</b> and suggested that the priority for the draft policy should be to deliver publicly funded social housing. The submission added that the private developers ‘are one of the main contributors to the housing crisis and should not be a part of the solution’.</li> </ul>	<ul style="list-style-type: none"> <li>• In recent years, there has been increased government funding for public and community housing. However, the extent of local demand means that other methods are required to build supply. The current system of negotiating AH through the planning system means that private developers play a role in efforts to increase supply of AH.</li> <li>• In its negotiations, Council typically seeks contributions to be made to the Trust, thereby ensuring that supply benefits the Hobsons Bay community, and delivery and maintenance is overseen by the regulated community housing sector. The final draft will restate the Trust as Council’s preferred method to deliver AH contributions through the planning system.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Change</b> – highlight the role of the Hobsons Bay Affordable Housing Trust as Council’s preferred method for delivering Affordable Housing contributions through the planning system.</li> <li>• <i>NOTE: This change complements changes to strengthen commitments 1.2, 2.1 and 2.2 as per response to submission #1.</i></li> </ul>
Submission 21 (Lives in Hobsons Bay)	<ul style="list-style-type: none"> <li>• <b>Response is supportive</b> and suggests housing is a human right. The submission also states that housing should be culturally appropriate and cautions against inappropriate rezoning and overdevelopment. Additionally, it highlights an opportunity for Council to encourage the use of vacant properties to improve housing affordability in Hobsons Bay.</li> </ul>	<ul style="list-style-type: none"> <li>• The draft policy identifies housing as a human right in the Universal Declaration of Human Rights.</li> <li>• The Victorian Government currently administers a Vacant Residential Land Tax, which applies to eligible residential properties that have been vacant for more than 6 months within Melbourne’s inner and middle suburbs, including Hobsons Bay. In October 2023, it was announced that the tax would be expanded to incorporate the entire stat from 1 January 2025.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>No Change</b></li> </ul>
Submission 22 (Lives in Hobsons Bay)	<ul style="list-style-type: none"> <li>• <b>Response is supportive</b> and highlights the need to provide housing for older women experiencing or at risk of homelessness. The submission also highlights the need for better road and public transport infrastructure.</li> </ul>	<ul style="list-style-type: none"> <li>• The broad aim of the draft policy is to increase the supply of AH in Hobsons Bay. This will benefit a range of groups, including older women.</li> <li>• Additionally, the needs of older women experiencing or at risk of homelessness are noted in the background paper and have been added to the final draft.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Change</b> – add references to the needs of older women experiencing or at risk of homelessness in Section 4 of the final draft.</li> </ul>
Submission 23 (Lives in Hobsons Bay)	<ul style="list-style-type: none"> <li>• <b>Response is not supportive</b> and suggested that support should only be provided to current residents. The</li> </ul>	<ul style="list-style-type: none"> <li>• The draft policy aims to increase the supply of AH through the Trust, which will provide a strong basis for current and future residents to lead safe, healthy and productive lives.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Change</b> - highlight the role of the Trust, as per</li> </ul>

	<p>submission also indicated that the best approach is to provide support for residents to manage their own lives.</p>	<p>The Trust aims to increase supply of AH for people with a connection to Hobsons Bay. Additionally, the final draft will highlight that the Trust is Council’s preferred method for delivering AH contributions negotiated through the planning system.</p>	<p>response to submission #20.</p>
<p>Submission 24 (Lives in Hobsons Bay)</p>	<ul style="list-style-type: none"> <li>• <b>Response is supportive</b> and highlights the need to incentivise developers to deliver a diversity of housing types and price points. The submission also highlights the important role that government plays in providing housing.</li> </ul>	<ul style="list-style-type: none"> <li>• The draft policy includes a commitment to investigate incentives within the planning system to increase the supply of AH (Commitment 2.7). TCouncil may also consider other incentives such as changing the rates treatment for properties owned or managed by the Hobsons Bay Affordable Housing Trust.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Change</b> – update wording of Commitments 2.7 (planning system) and 6.5 (rates treatment) to consider incentives within Council’s control to encourage increased supply of Affordable Housing.</li> </ul>
<p>Submission 25 (Peak organisation)</p>	<ul style="list-style-type: none"> <li>• <b>Response is supportive</b> and commends Council for developing the draft policy, noting that Hobsons Bay is a leading council with regards to affordable housing. The submission highlights several aspects of the draft policy, including recognising housing as a human right, identifying the community housing sector as a key partner, articulating the focus on specific types of affordable housing, outlining the roles and responsibilities of different levels of government, and identifying ‘community awareness and understanding’ as a separate action area.</li> <li>• The submission also suggests that Action Area 2 (Land Use Planning) could be strengthened by more clearly articulating Council’s expectation for how affordable housing contributions will be provided, e.g. gifting land or completed dwellings.</li> </ul>	<ul style="list-style-type: none"> <li>• It is encouraging to note the support provided for various aspects of the draft policy.</li> <li>• The draft policy articulates Council’s intentions to seek AH contributions as part of planning scheme amendments that seek a residential rezoning (Commitment 2.1) and relevant planning permit applications (2.2). In response to submissions, Council officers are recommending changes to these commitments to maximise the opportunity to negotiate AH contributions via the planning system (Refer response to Submission #1). The final draft will also highlight that the Trust is Council’s preferred method for delivering AH contributions negotiated through the planning system.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Change</b> – strengthen commitments 1.2, 2.1 and 2.2 (as per response to submission #1) and highlight the role of the Hobsons Bay Affordable Housing Trust (as per response to submission #20).</li> </ul>



Hobsons Bay  
**AFFORDABLE  
HOUSING TRUST**

## HOBSONS BAY AFFORDABLE HOUSING TRUST ANNUAL REPORT

HOUSING CHOICES AUSTRALIA  
AS TRUSTEE FOR HOBSONS BAY AFFORDABLE HOUSING  
TRUST



Housing Choices Australia Limited  
ABN 23 385 731 870

National Office  
Level 3, 350 Queen Street  
Melbourne VIC 3000

P 1300 312 447



## CONTENTS

<b>Purpose</b> .....	3
<b>Background</b> .....	3
<b>Prepared by</b> Housing Choices Australia as Trustee.....	3
<b>Approved by</b> .....	3
<b>Executive Summary</b> .....	3
<b>Trust financial acquittal</b> .....	4
<b>Outcomes</b> .....	5
<b>Key Terms</b> .....	9

## Purpose

As Trustee of the Hobsons Bay Affordable Housing Trust (Trust), Housing Choices Australia (Housing Choices) manage the assets of the Trust and report to Hobsons Bay City Council (Council) annually on the activities of the Trust and its progress against defined objectives.

The Annual Report provides a fulsome update on progress against the deliverables, objectives, and performance indicators of the Trust's Year One Business Plan.

## Background

Hobsons Bay City Council created the Hobsons Bay Affordable Housing Trust to enable the delivery of affordable housing within Hobsons Bay in a flexible and sustainable way.

The key objective of the Trust is to create and provide affordable housing that meets the needs of the Hobsons Bay community.

In 2016 Council adopted an Affordable Housing Policy Statement, and a key action of the policy was the establishment of the Trust. This document provides an overview of the process and mechanisms for implementing the Trust.

**Prepared by** Housing Choices Australia as Trustee.

## Executive Summary

The first year of operations saw positive engagement and outcomes. Regular fortnightly meetings between Housing Choices and Council (Partnership Group) were held to discuss key actions and activities of the Trust, and collaborative workshops with Council, Housing Choices and external stakeholders were initiated when required.

Key achievements and highlights of the Trust activities for Year 1 include;

- Trust registered with Australian Charities and Not-for-profits Commission (ACNC)
- Proposed project funding application submitted
- Council resolved to sell the proposed land to Housing Choices Australia (HCA) as the Trustee of the Trust for non-monetary consideration in accordance with section 114(2)(b) of the *Local Government Act 2020* subject to certain conditions
- Encouraging interactions with developers regarding Affordable Housing Contributions
- Created Trust specific information, including testimonials and general communication material
- Community consultation involvement and presentation
- Establishment of Trust governance that includes an Advisory Committee
- Adaptation and strategic planning review to ensure best outcome for Trust and development.

## HOBSONS BAY AFFORDABLE HOUSING TRUST ANNUAL REPORT YEAR 1

The Year Two Business Plan will be prepared in September 2023 and there will be a focus on strategic planning, growth opportunities, including identifying future pipeline development sites and financial growth of the Trust.

Opportunities for Year Two:

- Funding outcome announcement and progression of relevant documentation and agreements, development documentation and planning processes
- Further develop the Trust brand identity and collateral to promote developer and community awareness of Trust
- Increase funding opportunities
- Develop long-term operational strategies for the Trust and cashflow generation
- Investigating debt strategies to enable acquisition and fund developments
- Identifying future sites
- Establishing Trust policy for the consideration of affordable housing contributions, such as when the Trust will consider cash or dwellings, negotiations processes and partnership opportunities.

### Trust financial acquittal

As the Trust has received no funds in the first-year activities there was no requirement for a financial audit. From Year Two a financial audit will be prepared and submitted as part of the Trust Annual Report.

## Outcomes

The Trust Year One Business Plan had thirteen Key Performance Measures and this Report provides outcomes an action on each one.

No.	Actions	Status	Achievements	Happening Next
1)	Prepare Annual Report Year 1	Complete		
2)	Business Plan Year 2	Developing Year 2		Will be delivered October 2023
3)	Housing Trust Partnership	Established	A core team of representatives from both Council and Housing Choices (the Partnership Group) was established at Trust inception and holds regular fortnightly workshop meetings to discuss key actions and activities of the Trust, and collaborative workshops with Council, Housing Choices and external stakeholders were initiated when required.	
4)	Development Sites	Ongoing	No additional development sites have been progressed during year one activities. At this early stage in the Trust development, new development opportunities are unlikely to be feasible, but the business plan provides a pathway for development activity at a later stage.	The ability to purchase land and explore development opportunities has been restricted during year one, as there are no cash reserves in the Trust. Once cash reserves are available, they can then be used to undertake site due diligence investigations for sites available for purchase, and to contribute to land/development costs.
5)	Epsom Street Project Progress Update	Awaiting announcement	A project was submitted for State Government funding.	If the project is successful and receives funding, the project will

HOBSONS BAY AFFORDABLE HOUSING TRUST ANNUAL REPORT YEAR 1

No.	Actions	Status	Achievements	Happening Next
			To support the submission the Partnership Group has developed conceptual designs and preliminary planning advice regarding the proposal and adverse possession.	be progressed. The process will be led by Housing Choices' Development Team in accordance with funding obligations. Agreements and required documentation will be reviewed and executed to secure project funding and debt, and the land transfer to the Trust
6)	Epsom Street Project Funding Opportunities	Awaiting announcement		<p>If unsuccessful, other funding opportunities will be explored. This may include future funding rounds of the Social Housing Growth Fund or the Federal Government's Housing Australia Future Fund (HAFF) and Housing Accord.</p> <p>Specifics of how HAFF and Accord will operate are not yet known but the Federal Government has committed to funding 50,000 social and affordable dwellings in conjunction with the States and institutional investors.</p>
7)	Other Funding Opportunities	Ongoing	No additional funding opportunities were secured in year one activities; however, the Partnership Group did engage in numerous discussions regarding Section 173 agreements and negotiations to	The Trust will continue to explore available funding opportunities with State and Federal Government and also investigate Philanthropic grant

HOBSONS BAY AFFORDABLE HOUSING TRUST ANNUAL REPORT YEAR 1

No.	Actions	Status	Achievements	Happening Next
			enable developer contributions to the Trust.	funding, donations and gifts as options to generate cash reserves, along with continued engagement with developers regarding contributions to the Trust
8)	Trust Brand Identity	Complete	Logo developed	Develop supporting communication material
9)	Stakeholder Engagement	Ongoing	<p>During the year one activities, the Partnership Group engaged with various stakeholders:</p> <ul style="list-style-type: none"> <li>• CEO and Executive Leaders from Council and Housing Choices</li> <li>• State Government</li> <li>• State Revenue Office and Department of Treasury and Finance</li> <li>• Councillor Engagement</li> </ul>	
10)	Community Engagement	Complete	<p>Housing Choices lead a community consultation session about the organisation and a video about our residents and the way Housing Choices creates inclusive communities, presented in person by General Manager, Melissa Palframan.</p> <p>Housing Choices produced a resource booklet <i>What is Community Housing</i> for the Trust and provided local resident</p>	<p>Develop targeted community engagement ending Epsom Street announcement</p> <p>Draft Community Engagement Strategy for Housing Trust residents and communities to be finalised</p>

HOBSONS BAY AFFORDABLE HOUSING TRUST ANNUAL REPORT YEAR 1

No.	Actions	Status	Achievements	Happening Next
			testimonials to support the purpose of the Trust. This included a video resident story	
<b>11)</b>	Industry Engagement	Ongoing		<p>The Trust will continue to develop engagement strategies to ensure the Trust is an attractive option for developers and other groups to contribute or grant funds to the Trust.</p> <p>Engagement with Federal government regarding the pledged HAFF, and discussions with State and Local Government regarding other potential future funding opportunities to grow the Trusts capabilities</p>
<b>12)</b>	Local Allocation Policy	Complete	Local Allocations Policy Drafted	To be approved
<b>13)</b>	Government Owned Land	Investigating opportunities	Government-owned sites are being reviewed for suitability of future development opportunities.	Continue to review and identify suitable sites

## Key Terms

Affordable Housing	Affordable housing refers to a range of subsidised housing types, including social housing provided by a not-for-profit and registered community housing providers, such as Housing Choices Australia.
Affordable Housing Contributions	The <i>Planning and Environment Act 1987</i> was also amended to enable a Responsible Authority to enter into a Section 173 Agreement with a landowner for the development or provision of Affordable Housing. Agreements/ Contributions providing for the provision of Affordable Housing are intended to be voluntary and at the discretion of a landowner.
Hobsons Bay Affordable Housing Trust	<p>To deliver one of the key objectives of the Affordable Housing Statement at its June 2020 Ordinary Council Meeting, Council endorsed Housing Choices Australia Limited as Trustee of the Hobsons Bay Affordable Housing Trust.</p> <p>The Trust supports negotiations, planning mechanisms and controls for the delivery of affordable housing and supports the Council’s Housing Policy Statement commitment to ensure all households in Hobsons Bay can live in affordable, secure and appropriate housing that meets their needs, particularly those with low and moderate incomes.</p>
Housing Choices Australia	<p>Housing Choices Australia (HCA) was appointed as the Trustee in June 2020. HCA manages the Trust’s assets and reports to Council on its activities and its progress against defined objectives.</p> <p>Housing Choices is a leading national not-for-profit community housing provider, operating since 2008 and headquartered in Melbourne. It owns and/or manages affordable and social homes for people living on low to moderate incomes, who are older, or who live with disabilities. In Victoria, Housing Choices is registered and overseen by the Victorian Housing Registrar and conducts its property and tenancy management services in accordance with the Victorian Residential Tenancies Act. In addition to developing, managing and maintaining residential properties, Housing Choices also supports successful and sustained tenancies and employs integrated community development and engagement strategies to help create connected communities and neighbourhoods.</p>
Hobsons Bay City Council	Trust Appointor
Registered Agency	A registered agency is a Housing Association or Housing Provider that is registered under the <i>Housing Act 1983</i> . These agencies are part of a regulated sector with access to government funding.