

# Council Meeting Agenda

Tuesday 12 March 2024  
Commencing at 7.00 PM

Council Chamber  
Hobsons Bay Civic Centre  
115 Civic Parade, Altona

**HOBSONS  
BAY CITY  
COUNCIL**



COUNCIL CHAMBER

## OUR MISSION

We will listen, engage and work with our community to plan, deliver and advocate for Hobsons Bay to secure a happy, healthy, fair and sustainable future for all.

## OUR VALUES

Respectful

Community driven and focused

Trusted and reliable

Efficient and responsible

Bold and innovative

Accountable and transparent

Recognised

Council acknowledges the Bunurong People of the Kulin Nation as the Traditional Owners of these municipal lands and waterways, and pay our respects to Elders past and present.

### Chairperson:

Cr Matt Tyler (Mayor)

Wetlands Ward

### Councillors:

Cr Antoinette Briffa JP

Cherry Lake Ward

Cr Diana Grima

Wetlands Ward

Cr Daria Kellander

Cherry Lake Ward

Cr Peter Hemphill

Strand Ward

Cr Jonathon Marsden

Strand Ward

Cr Pamela Sutton-Legaud (Deputy Mayor)

Strand Ward

Aaron van Egmond  
Chief Executive Officer  
Hobsons Bay City Council

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## **1 Council Welcome and Acknowledgement**

The Chairperson will welcome members of the gallery and acknowledge that Council is gathered on the traditional land of the Bunurong People of the Kulin Nation and offers its respect to elders past, present and emerging.

## **2 Apologies**

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

## **3 Disclosure of Interest**

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

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

## **4 Confirmation of Minutes**

### **4.1 Confirmation of Minutes**

Confirmation of the minutes of the Council Meeting of Hobsons Bay City Council held on 13 February 2024 (copy previously circulated).

## **5 Councillor Questions**

## **6 Public Question Time**

Public Question Time provides an opportunity for the public to ask questions related to items on the agenda of the Council Meeting or any other matter within Council's responsibility.

Questions must be put in writing and received by 12pm on the day before the Council Meeting. The submitted questions and Council's responses will be read out by the Chairperson during the meeting.

In accordance with rule 13.1.11 of the Hobsons Bay Governance Rules, the person who submitted the question must be present in the public gallery during Public Question Time for their question to be read out.

## 7 Documents to be Tabled

### 7.1 Internal Arbitration Decision IAP 2023-20

<b>Directorate:</b>	Corporate Services
<b>Responsible Officer:</b>	Director Corporate Services
<b>Reviewer:</b>	Chief Executive Officer
<b>Attachments:</b>	1. Decision IAP 2023-20 [7.1.1 - 10 pages]

#### Purpose

To table an internal arbitration decision in accordance with section 147(4) of the *Local Government Act 2020*.

#### Summary

An internal arbitration process has been carried out and Council is required to table the arbiter's decision and statement of reasons.

The arbiter's decision and statement of reasons is provided as Attachment 1 for this report.

A resolution is not required for this item.

#### Legal/Statutory Obligations and Risk

Section 147(4) of the *Local Government Act 2020* states that, subject to subsection (5) which requires confidential information to be redacted from the documents, "a copy of the arbiter's decision and statement of reasons must be tabled at the next Council meeting after the Council received the copy of the arbiter's decision and statement of reasons and recorded in the minutes of the meeting."

## **8 Petitions and Joint Letters**

### **8.1 Petitions and Joint Letters Received**

No petitions or joint letters had been received at the time of printing the agenda.

## 9 Business

### 9.1 Office of the Chief Executive

#### 9.1.1 Chief Executive Officer's Report on Operations - February 2024

<b>Directorate:</b>	Office of the Chief Executive
<b>Responsible Officer:</b>	Executive Assistant to the Chief Executive Officer
<b>Reviewer:</b>	Chief Executive Officer
<b>Attachments:</b>	1. CEO Report on Operations - February 2024 [9.1.1.1 - 54 pages]

#### **Purpose**

To present the Chief Executive Officer's (CEO's) Report on Operations for February 2024.

#### **Recommendation**

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

#### **Summary**

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

#### **Discussion**

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

In accordance with rule 10.7.1 of the Hobsons Bay Governance Rules, Council maintains records of meetings attended by Councillors in the CEO's Report on Operations to ensure transparency and equity of information. A summary of meetings for the period between 1 February 2024 and 29 February 2024 is provided in this month's report.

#### **Strategic Alignment**

Council provides a wide range of services to the community of Hobsons Bay as well as developing and delivering actions to ensure community assets are maintained and service the needs of the community. Each month this report highlights these activities, initiatives and projects and provides a high-level performance summary.

This report specifically addresses priorities from the following strategic documents:

**Hobsons Bay 2030 Community Vision**

**Priority 2:** Community wellbeing and inter-connection

**Council Plan 2021-25**

**Objective 5: A High Performing Organisation**

**Strategy 5.4:** Enhance transparency, accountability and good governance practice

**Declaration of Conflict of Interest**

Section 130 of the *Local Government Act 2020* requires members of Council staff and persons engaged under contract to provide advice to Council, to disclose any direct or indirect interest in a matter to which the advice relates.

Council officers involved in the preparation of this report have no conflict of interest in this matter.



## 9.2 Infrastructure and City Services

### 9.2.1 Level Crossing Removals: Project Update and Specific Site Principles

<b>Directorate:</b>	Infrastructure and City Services
<b>Responsible Officer:</b>	Strategic Projects Specialist
<b>Reviewer:</b>	Acting Director Infrastructure and City Services
<b>Attachments:</b>	1. Specific Hobsons Bay Grade separation principles Champion Road [9.2.1.1 - 2 pages]

#### Purpose

To provide an update on the proposed level crossing removals for the Werribee line, meetings of the Newport and Spotswood Level Crossing Removal Community Interest Groups, and to endorse the site-specific grade separation principles for the removal of the level crossings at Champion Road and Maddox Road, Newport.

#### Recommendation

That Council:

- 1. Does not support the proposed closure of Champion Road as the solution for the removal of the level crossing at Champion Road.**
- 2. Notes the update on the proposed level crossing removal projects and the commencement of the Newport and Spotswood Level Crossing Removal Community Interest Groups meetings.**
- 3. Endorses the site-specific grade separation principles for the removal of the level crossings at Champion Road and Maddox Road. Refer Attachment 1.**
- 4. Notes that letters have been sent to the Premier and Treasurer of Victoria requesting a temporary pause on the Champion Road project to consider alternative options aimed at achieving the best possible outcome for the community.**

#### Summary

This report provides an update on information relating to the Victorian Government's proposed additional four level crossing removals in Hobsons Bay at:

- Maddox Road, Newport by 2026
- Champion Road, Newport (closure) by 2026
- Maidstone Street, Altona by 2027
- Hudsons Road, Spotswood by 2028

Council established Level Crossing Removal Community Interest Groups for the Champion Road, Maddox Road and Hudsons Road level crossing removals. These groups have now met several times and this report provides an update on the meeting discussions and outcomes, including consideration of site-specific principles for the Champion Road and Maddox Road project.

Council opposes the closure of Champion Road. The Level Crossing Removal Project (LXRP) has advised that closure of Champion Road is based on a range of constraints which primarily includes the conflict with the underground pipelines and rail connections with the nearby stabling yards. Council has met with Mobil and Viva Energy, owners of the pipelines, to better understand the options available. Both companies conveyed their willingness to work closely with the State Government and Council to examine alternative approaches including the possibility of relocating assets to achieve a better solution.

## Background

On 15 November 2022, Council deliberated on the level crossing removal announcements and resolved to write to the Minister for Transport and Infrastructure. The purpose of the letter was to welcome the removals and the redevelopment of Spotswood Station, while expressing concern regarding the lack of consultation on the proposed closure of the Champion Road. On the 14 December 2022, the then Mayor, Cr Antionette Briffa wrote to The Hon. Jacinta Allen, Deputy Premier and Minister for Transport and Infrastructure to convey these sentiments.

At its meeting on 11 July 2023, Council endorsed the establishment of Level Crossing Removal Community Interest Groups (CIGs) for the removal of the level crossings at Champion Road and Maddox Road, Newport and Hudsons Road, Spotswood. The CIGs provide an opportunity for members to share community insights, inform Council's final position on the projects and help to keep the community informed of any key project developments. These groups have now been meeting since October 2023.

Representatives from Level Crossing Removal Project – Major Transport Infrastructure Authority (LXRP) provided a presentation to Councillors at the 21 November 2023 Briefing session to update Council on the proposed Werribee Line level crossing removal projects. Councillors expressed their concerns about the proposed Champion Road closure due to its impact on local amenity, residents and local businesses. This includes the impact of disruptions to traffic flow between Newport and Williamstown which, if the closure goes ahead, could lead to further overload and safety issues on already congested routes.

On 11 December 2023, the Mayor wrote to The Hon. Danny Pearson MP, Minister for Transport Infrastructure, seeking an urgent meeting to raise the concerns in relation to the closure of Champion Road and requesting a temporary pause on the project to allow sufficient time to consider alternative proposals that keep Champion Road open.

On 28 February 2024, the Mayor wrote to The Hon. Jacinta Allan, Premier of Victoria, and Tim Pallas, Treasurer of Victoria to also seek a meeting to raise these concerns with them and seek a temporary pause on this project.

## Discussion

### Maddox Road and Champion Road

LXRP has appointed the Southern Project Alliance (SPA) to deliver the Maddox Road and Champion Road level crossing removal projects. SPA consists of Acciona Coleman, WSP Australia Pty Ltd (WSP) and Metro Trains Melbourne (MTM).

At a Council briefing in November 2023, LXRP provided a high-level presentation to Council on the options assessments advising that the decision to close Champion Road is due to several constraints including underground services impacts, land acquisition and rail access to the Newport stabling yards. Planning has commenced with LXRP undertaking site inspections, surveys, collating information from Council (planning, engineering data, etc.) and developing urban design guidelines for both sites. They are also establishing a Stakeholder Liaison Group (SLG), expected to begin meeting in late March.

Council has met with some of the major fuel companies with assets in the rail corridor who have confirmed that options are available to LXRP to avoid or relocate the existing pipelines at Champion Road.

In addition, Council engaged a traffic engineering consultant to undertake a traffic precinct study that has identified traffic impacts resulting from the Champion Road closure and future growth in the area. A summary of the report outcome is listed below.

- The closure of Champion Road will result in a considerable redistribution of traffic movements, with drivers diverting their trips via Maddox Road to cross the railway line.
- When accounting for a potential future population growth of 25%, the intersection of Maddox Road and Kororoit Creek Road, and the intersection of Kororoit Creek Road and Champion Road are expected to operate over capacity (maximum queue lengths increase for Kororoit Creek Road up to a maximum 590m and Maddox Road up to 280m).
- Based on the future intersection operations when accounting for the future population growth of 25%, it is recommended that a vehicle connection on Champion Road across the railway is retained.
- Daily traffic volumes on Maddox Road will exceed the preferred capacity and recommend use of measures to reduce the attractiveness of this route in preference to alternative north-south arterials.
- The proposed Akuna Drive connection is not expected to have any significant beneficial impact, noting the indirectness of the likely proposed connection between Champion Road and Maddox Road.

Council has developed the draft Maddox Road Traffic and Safety plan addressing priorities for Maddox Road and this will be used for advocacy with Government to fund some of these initiatives and ensure integration with the Maddox Road level crossing removal project.

The Newport CIG has met three times and has developed site-specific design principles for the precinct (based on the Hobsons Bay Grade Separation Principles and Guidelines 2016) that they would like to see implemented by LXRP. Refer to Attachment 1.

These seven principles are:

- An integrated precinct
- A connected community
- Quality public spaces
- Minimise impacts on adjacent land
- Conservation of special values and neighbourhood character
- Opportunities for local infrastructure improvements
- Minimal disruption from construction

Key discussion points and questions from the Newport CIG meetings include:

- Recognition that although the removal of the Champion Road crossing is necessary, the option chosen of closing Champion Road as being the only solution is not feasible and consideration of all other viable solutions is required.
- LXRPA has only provided high level plans to the community and has not adequately demonstrated why other options are not feasible.
- Need to better understand the impacts of closing Champion Road.
- Need to seek better outcomes such as improvements to amenity, air quality, local infrastructure, cycling and pedestrian connections.
- Concerns raised regarding the traffic and road safety impacts, particularly on Maddox Road.
- Potential loss of connectivity for all transport modes with the closure.
- Impacts on adjacent private land – concerns raised on the effect on the local area due to displaced traffic.
- The existence of the oil and gas pipelines was noted but information on the feasibility of diverting or avoiding them was unknown – has LXRPA engaged with the pipeline owners?
- Noted the sense of urgency in advocating to the state government as the Southern Project Alliance has been engaged to deliver the project and who are progressing with design and development.

A Keep Champion Road Open (KCRO) group, made up of residents and business owners who do not support the permanent closure of Champion Road, is seeking the Victorian Government's urgent commitment to revisit this proposal and to consult with the community to develop a better solution that keeps them connected. The group is developing their own advocacy campaign to further raise concerns of the closure. Some representatives of the KCRO group are members of the Newport CIG.

## Maidstone Street

LXRP has appointed the Metropolitan Roads Program Alliance (MRPA) to deliver the Maidstone Street level crossing removal project. MRPA consists of Fulton Hogan and MTM.

This project includes a road bridge over rail and is well advanced in its planning and investigation. Workshops have been held with Council staff to discuss the Urban Design Guidelines and Options Analysis. Council has also provided significant data and information to the project, including property data, drainage, traffic reports and planning information. Early discussions with LXRP suggest that the bridge structure will impact local access and concerns are held about impacts to the surrounding native grasslands. Requests have been made to LXRP for more details on this project for Council consideration and response.

## Hudsons Road

Detailed planning and investigations for the Hudsons Road level crossing removal project have not commenced due to the later timeline of this project. However, early discussions have been held with LXRP on the proposed rail bridge over Hudsons Road and a new Spotswood station. Council has shared information with LXRP on its plans and projects for the Spotswood station area, including Better Places projects – Streets for People (Hudsons Road Streetscape Masterplan) and the GreenLine.

Two meetings of the Spotswood CIG have occurred. The first in November 2023 discussed community priorities and concerns about this project, which included:

- Broad support for the removal of the level crossing.
- Need to improve pedestrian and cyclist safety and local access and connectivity.
- Road safety and traffic management improvement opportunities with the project.
- Improved amenity and more open space.
- Maintaining the special heritage characteristics of Spotswood, including the station.
- Need to integrate transport modes effectively, especially bus services at the station - Spotswood station precinct is a key transport hub.
- Need to future-proof the design to allow possible future rail and bus service projects.
- Visual aspects of the design.
- Acknowledge the Spotswood village character and the mixed land uses and activities in the area.

The second meeting held on 8 February workshopped site-specific principles to be further developed and presented to Council for endorsement at a future meeting.

The CIG is keen on receiving a presentation on the Better Places priorities and program for Spotswood at a future meeting and ensuring that they are integrated with the level crossing works. In addition, they seek better and greener public spaces, toilets, reduced traffic, preservation of neighbourhood character and improved safety and connections around the precinct.

## Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

### **Hobsons Bay 2030 Community Vision**

This report does not relate to a specific priority of the Hobsons Bay 2030 Community Vision.

### **Council Plan 2021-25**

#### **Objective 4: Visionary community infrastructure**

**Strategy 4.1:** Ensure the transport network is safe and efficient for all users with a focus on pedestrians and cyclists

### **Policies and Related Council Documents**

The March 2016 Hobsons Bay Grade Separation Principles and Guidelines have been integral in informing Council's response to the previous three crossing removals and development of Precinct Plans. The Community Interest Groups have reviewed this document to inform the site-specific principles for the Spotswood and Newport crossing projects.

### **Legal/Statutory Obligations and Risk**

Legal and statutory implications and risks associated with the establishment and operation of the CIGs and for the project sites will be further considered as the projects progress.

Council has a vested interest in the LXP's design, specifically in relation to the local transport network, assets owned and managed by Council, shared use paths, drainage, open space including significant trees, and landscaping.

### **Financial and Resource Implications**

As was done with the previous projects, Council will negotiate a formal agreement with the LXP for provision of resource support to Council to enable input to the precinct design development, temporary conditions during construction and review and approval of works on assets which Council will continue to manage. A draft Memorandum of Understanding between LXP and Council has been prepared.

### **Environmental, Social and Economic Impacts**

Environmental, social and economic issues and opportunities will be considered in Council's response to these projects. The Hobsons Bay Grade Separation Principles and Guidelines acknowledge the environmental, social and economic values and opportunities of the level crossing removal sites.

## Consultation and Communication

Council's Community Engagement Framework has been observed for the purposes of establishing the CIGs.

LXRP has advised that they are in the initial stages of site investigation and project design, with detailed design, engineering assessments and community engagement to be undertaken on the new projects in the future. LXRP has a framework for community engagement that is applied to each of the level crossing removals, although each site is considered separately and where required modifications to this framework are adapted to address specific community needs or aspirations. Council officers will assess each of the announced projects in Hobsons Bay when details are available and will prepare further reports for Council's consideration as required.

## Declaration of Conflict of Interest

Section 130 of the *Local Government Act 2020* requires members of Council staff to disclose any general or material conflict of interest in matters to be considered at a Council meeting.

Council staff involved in the preparation of this report have no conflict of interest in this matter.

## 9.2.2 West Gate Tunnel Project Update - February 2024

<b>Directorate:</b>	Infrastructure and City Services
<b>Responsible Officer:</b>	Strategic Projects Specialist
<b>Reviewer:</b>	Acting Director Infrastructure and City Services
<b>Attachments:</b>	Nil

### Purpose

To provide a quarterly update report on the West Gate Tunnel Project (the Project) and associated initiatives, projects and advocacy activities.

### Recommendation

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

### Summary

This report includes progress updates on the Project works, traffic impacts and strategic advocacy items, and the West Gate Neighbourhood Fund.

### Background

The Project is delivered through a partnership between the Victorian Government and Transurban (Project Co), managed by the West Gate Tunnel Project – Major Transport Infrastructure Authority (WGTP MTIA), and built by construction contractors CPB Contractors and John Holland as a joint venture (the JV).

Construction on the Project commenced in March 2018 and is due for completion in 2025. Recent construction activities in the western section have been focused on completing the rebuilding and widening of the West Gate Freeway and associated infrastructure, including gantries, noise walls, bridges, ramps and the tunnel portals.

Reports providing updates on various aspects of the Project have been tabled through Council meetings since early 2018. The most recent report was presented at the December 2023 Council meeting.

Previous reports can be accessed via the Council website at:  
<https://www.hobsonsbay.vic.gov.au/Council/Council-Meetings/Minutes-and-Agendas>



## Discussion

### Community Liaison Group

The Community Liaison Group (CLG) was established at the commencement of the Project to provide an avenue for community representatives to learn more about the Project, share community insight with the project team and help support community engagement activities.

The last meeting of the CLG was held on 8 February 2024 with discussion focused on the construction progress and traffic disruptions, shared use paths, graffiti management and upcoming works. A presentation was provided on the Project traffic management, -post opening traffic changes and expected benefits for Melbourne's west. Of particular interest to members was the potential displacement of truck traffic resulting from the proposed new truck tolls and bans, including on Millers Road and Williamstown Road. WGTP responded advising these routes would be monitored.

CLG meeting documents can be obtained at:

<https://westgatetunnelproject.vic.gov.au/community/community-liaison-groups>

### West Gate Neighbourhood Fund

The West Gate Neighbourhood Fund is a \$10 million community grants program established by WGTP MTIA to support communities in Melbourne's inner west. This consisted of two partnerships and two community grants rounds. A wide range of projects are eligible including those that celebrate heritage, history or diversity, focus on arts and culture, emphasise learning and development, or enable greater participation of community members. To date the fund has supported 128 community projects valued at more than \$8.5 million. The most recent funding round closed on 1 August 2023 with successful applicants announced for two types of funding: Partnership projects seeking over \$50,000 that deliver a lasting benefit for the community, such as infrastructure, capital equipment and programs that improve community connection and meet a community need, and Active Community Grants for projects seeking up to \$100,000 for local sport groups, scout clubs and girl guides in the west.

The West Gate Neighbourhood Fund is now accepting applications for the final round of funding in the following categories:

- Partnerships: projects over \$50,000 up to \$250,000 for infrastructure improvements to local environments, community centres or sport and recreation facilities.
- Participation equipment grants: up to \$5,000 to support community participation in local sport, art or recreation activities.
- Connecting neighbourhood's grants: up to \$10,000 for a one-off project or activity that aims to improve community connectedness and participation.
- Celebrating neighbourhood's grants: up to \$20,000 for festivals, events, and installations that bring local people together.

Applications are invited from incorporated not for profit community groups in the Hobsons Bay or Maribyrnong council areas. Projects should be shovel ready and need to be delivered by 30 June 2025. Applications close at 3pm on Monday 18 March 2024.

Further information and project details can be found at:

<https://bigbuild.vic.gov.au/projects/west-gate-tunnel-project/community/west-gate-neighbourhood-fund/grants>

## Project Works Update

Major works by the JV on widening the West Gate Freeway continued over the past three months, including at the inbound and outbound tunnel portals, the Williamstown Road and M80/Western Ring Road freeway interchange areas, gantry installation, the Hyde Street ramps and the various paths and landscaping. Feature light poles have been installed at the M80 interchange (Figure 1).



**Figure 1:** Feature lighting at the M80 interchange

In the West Zone, there has been considerable progress with the resurfacing works along the West Gate Freeway between Millers Road and the M80 interchange. There have also been multiple gantry installations since the beginning of the year (Figures 2 and 3). To install these gantries, overnight freeway closures of the West Gate or Princes freeways in one or both directions at a time are required to ensure they can be safely installed.

In February, a major lane change has occurred for outbound traffic at the M80 interchange. When using the Princes Freeway to get to Geelong, Werribee or Laverton, outbound traffic needs to stay in the two right lanes to continue on the M1 to the Princes Freeway. Traffic using the M80 Ring Road (Greensborough-bound) to travel towards Ballarat, Deer Park or Caroline Springs, needs to stay in the two left lanes.



**Figure 2:** West Gate Freeway West Zone works – outbound



**Figure 3:** West Gate Freeway West Zone works – gantry installation

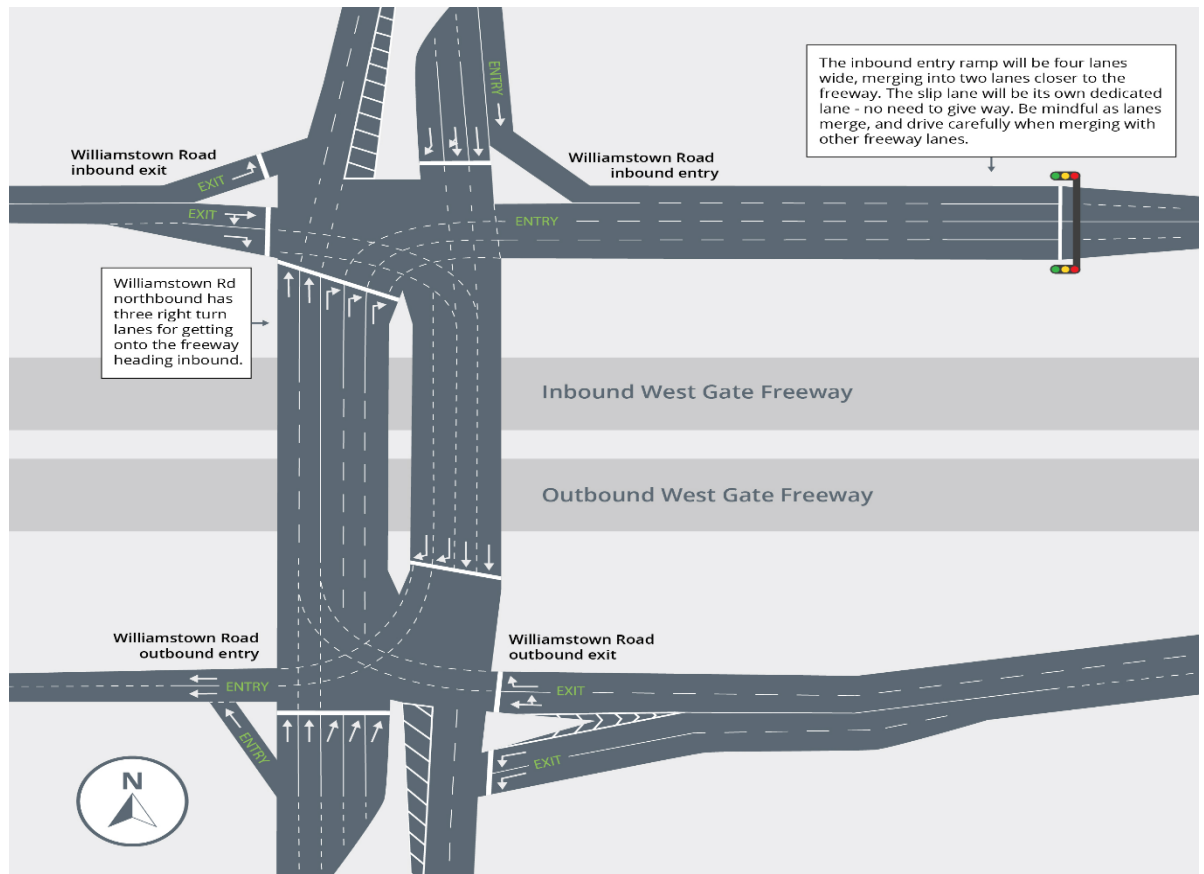
The Hyde Street inbound off-ramp has had a new tolling gantry and the green side panels installed (Figure 4), with painting and finishing works undertaken on both the ramps.



**Figure 4:** Hyde Street Ramp – Gantry and new Federation Trail installation

In February, new lanes opened and traffic conditions changed at the Williamstown Road interchange (Figure 5). These changes are the final lane configuration and will improve the overall operation of the interchange.

- Williamstown Road inbound entry ramp is now four lanes wide, merging into two lanes closer to the freeway
- Williamstown Road northbound now has three right turn lanes for heading onto the freeway inbound
- The slip lane from Williamstown Road onto the freeway heading inbound will be its own dedicated lane



**Figure 5:** Williamstown Road final lane configuration

The new shared walking and cycling path along Hall Street adjacent to the railway line between Stony Creek Reserve and Hudsons Road has been completed with parking reinstated along the path.

Up-to-date information on planned road closures and detours can be found at the Victoria's Big Build website: <https://bigbuild.vic.gov.au/disruptions>

Both road decks in the tunnels have been completed and seven tunnel cross passages have been completed. Preparation is underway to install the large timber eel net structure that will sit above the inbound tunnel entrance. The outbound tunnel exit ventilation structure (Figure 6) is approaching its final height of 50m.



**Figure 6:** Southern Outbound Tunnel Ventilation Structure



Figure 7: Southern Inbound Portal

Information on tunnel ventilation and air quality, including the latest air quality monitoring report for September 2023 can be found online at: <https://bigbuild.vic.gov.au/library/west-gate-tunnel-project/fact-sheets/tunnel-ventilation-and-air-quality>

## Tree Planting and Trail Upgrades

Reinstatement and landscaping of Project-occupied sites is progressing. An offset tree plan has been developed with input from Council and community stakeholder groups that identifies suitable locations for offset tree planting outside the designated Project area. Offset planting is expected to commence in the 2024 autumn planting period.

## Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

### Hobsons Bay 2030 Community Vision

This report relates to all priorities within the Hobsons Bay 2030 Community Vision.

### Council Plan 2021-25

#### Objective 4: Visionary community infrastructure

**Strategy 4.1:** Ensure the transport network is safe and efficient for all users with a focus on pedestrians and cyclists

**Priority a)** Deliver improved cycling and walking infrastructure outcomes across the municipality along key strategic routes for improved safety and connectivity

## Policies and Related Council Documents

On 26 August 2016, Council adopted the Hobsons Bay City Council's Adopted Position and Recommendations for the then Western Distributor Project.

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

## Legal/Statutory Obligations and Risk

Legal and statutory obligations and risks have been identified throughout Council's review and input to the Project and will continue to be monitored and assessed. A report and formal submission on the preferred design and EES was adopted by Council at the Council Meeting on 27 June 2017. This report considered legal, risk and statutory obligations for the Project.

The latest report summarising the environmental audit findings of the Independent Reviewer and Environmental Auditor (IREA) for the Project is available on the Project website at: <https://bigbuild.vic.gov.au/library/west-gate-tunnel-project/planning-documents>

The report covers the six-monthly audit of the Environmental Management Strategy, quarterly Construction Environmental Management Plan audits, and monthly audits of the Worksite Environmental Management Plans which occurred during the construction period from March 2023 to August 2023. This is the eleventh IREA Minister's Report, which is required to be issued every six months to the Victorian Minister for Planning. No adverse findings were raised with Project Co during the audit. The report states that Project Co / D&C Subcontractor is generally compliant with the Environmental Performance Requirements.

## Financial and Resource Implications

A Memorandum of Understanding has been established between Council and WGTP MTIA to provide for Council staff to assist in the management and delivery of the Project and the West Gate Neighbourhood Fund.

Updated design packages are still being reviewed and requests received by Council to consider and respond to construction work issues and minor design changes. Handback of relevant assets and land from WGTP MTIA to Council are being undertaken in areas where Project works are completed.

## Environmental, Social and Economic Impacts

The environmental, social and economic impacts of the Project to the Hobsons Bay community have been described in detail through the EES. They are monitored and mitigated through the implementation of the Environmental Performance Requirements for the Project and audited by the IREA.

The IREA has been appointed to provide independent oversight of design engineering, construction, program and environmental performance of the Project. The IREA undertakes audits and surveillance of Project activities to assess whether conformance with Project requirements are being achieved.

Air quality monitoring for the Project has been established at six Ambient Air Quality Monitoring Stations. The latest Project air quality monitoring reported no exceedances of the air quality objective at the six stations for the reporting period. The report is available at: <https://bigbuild.vic.gov.au/library/west-gate-tunnel-project/air-quality-monitoring-reports>

## Consultation and Communication

Council has assisted in sharing information on the Project including planned traffic disruptions through its website and social media. Council officers continue to assist the community where possible in responding to or referring requests and issues relating to the Project.

The following community stakeholder and business engagement communications were issued by the JV on Project activity in the west section over the past reporting period.

- email advising of the 2024 Summer works to key stakeholders including schools, councils, sports clubs, freight and businesses
- business visits to Millers Road, Grieve Parade, Geelong Road and Little Boundary Road (around 150 businesses)
- email – Hall Street business health checks and walking and cycling path update
- summer campaign pop-ups at Altona Gate Shopping Centre and Shell Coles Service Centre, Geelong Road, Laverton North, and at various events
- business information packs on summer works 2024 emailed to frontline businesses in Millers Road, Grieve Parade, Little Boundary, Geelong Road and more than 300 businesses in vicinity of M80 Ring Road interchange
- email notification of upcoming night works in Spotswood verges area
- notification of upcoming 2024 Summer works final layer asphaltting and remaining construction activities
- Latest notifications can be found at:  
<https://westgatetunnelproject.vic.gov.au/construction/work-notifications>

## Declaration of Conflict of Interest

Section 130 of the *Local Government Act 2020* requires members of Council staff to disclose any general or material conflict of interest in matters to be considered at a Council meeting.

Council staff involved in the preparation of this report have no conflict of interest in this matter.

### 9.2.3 Contract 2023.48 Arboriculture Panel

**Directorate:** Infrastructure and City Services  
**Responsible Officer:** Manager Parks  
**Reviewer:** Director Infrastructure and City Services  
**Attachments:** Nil

#### Purpose

To seek Council endorsement for the awarding of Contract 2023.48 Arboriculture Panel.

#### Recommendation

**That Council awards Contract 2023.48 Arboriculture Panel to the following panel of suppliers for a total estimated value of \$3,400,000 (three million, four hundred thousand dollars) excluding GST, based on the tendered pricing schedules for an initial term of three years with an option for 2 x one-year extensions.**

- **Citywide Service Solutions Pty Ltd**
- **Fleming's Landscapes Pty Ltd**
- **Sevron Environmental Contractors**
- **Urban Treescapes Pty Ltd**

#### Summary

The goal of this tender is to replace and improve on the existing Arboriculture Panel to revise the agreements in place with the incumbent suppliers, increase the number of suppliers available on the panel, and to revise the scope of works.

The purpose of the panel is to provide Council with the three core service categories:

1. Annual advanced tree supply and planting at the beginning of the planting season (April)
2. As-required planting of new and replacement trees during the planting season
3. Maintenance of new and existing trees during the establishment period (24 months)

Suppliers under consideration are required to:

- Source advanced tree stock via their own supply chain.
- Plant Council-sourced stock as required.
- Remove and replace trees as required.
- Maintain existing trees during the establishment period by pruning, watering, weeding, and feeding.
- Maintain data on each planted tree via CONFIRM asset management system.
- Work closely with Council staff in provision of services.
- (continued next page)



- Provide regular data to Council to assist in planning and reporting.
- Meet and exceed KPIs in relation to quality, compliance with Australian Standards and Council specifications, and reporting requirements.

During the market engagement phase nine suppliers viewed the tender, and at close seven submissions were received.

During the evaluation phase, two submissions were excluded due to non-conformance.

Five responses were reviewed by the evaluation panel and scored. From these submissions, four were identified as preferred candidates for the panel engagement. Two are new suppliers to Council, and two are incumbent panel members.

The recommendation is that Contract No. 2023.48 Arboriculture Panel be awarded to the following panel of tree planting contractors: Citywide Service Solutions Pty Ltd, Fleming's Landscapes, Sevron Environmental Contractors and Urban Treescapes Pty Ltd.

Contract 2020.62 will cover a three-year period and will include an option for two, one-year extensions, for a total estimated value of \$3,400,000 excluding GST, with services to be charged as per the supplied schedule of rates.

## Background

Following Council's adoption of the Urban Forest Strategy in September 2020, an improved panel of contractors is required to assist with the ongoing implementation of the strategy's objectives, which has placed an increased demand on Hobsons Bay's annual tree planting program.

To meet this increase in demand, Council initiated an open tender seeking industry contractors experienced in tree supply, planting and establishment maintenance for the purpose of creating a panel of arboriculture contractors and securing their services. Contractors were selected for the panel based on:

- the costings submitted in their supplied schedule of rates
- their ability to supply large quantities of quality trees, and
- their demonstrated history of planting and maintaining trees for an establishment period.

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

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

To ensure these objectives are met, the Urban Forest Strategy Action Plan sets a target for the planting of 40,000 advanced trees within the first five years, with 4,000 annual tree plantings thereafter. To successfully reach the goals set out in the Urban Forest Strategy, Council must maintain a panel of contractors to assist Council's current tree planting program with tree supply, tree planting and 24 months of establishment maintenance for newly planted trees.

## Discussion

Upon finalising the brief, a public tender was published on 1 December 2023 and closed on 22 December 2023.

At the close of the tender, seven submissions were received. During the review of initial responses, two were excluded due to non-conformance.

After the first evaluation moderation meeting, a further supplier was excluded due to low weighted score.

On further investigation by the evaluation team, the number of shortlisted suppliers was agreed at four, and these four are to form the Arboriculture Panel.

These suppliers each provide services required to implement the Urban Forest Strategy, ensuring that Council will retain the ability to comfortably allocate these works even if one or more of the panel members are at capacity.

The evaluation team also requested shortlisted suppliers provide three indicative pricing scenarios, based on a typical engagement for each of the service categories, demonstrating expected pricing for a typical scenario.

## Strategic Alignment

This report specifically addresses priorities from the following strategic documents:

### Hobsons Bay 2030 Community Vision

**Priority 4:** Proactive enrichment, expansion and conservation of the natural and urban environment

**Priority 5:** Activate sustainable practices

### Council Plan 2021-25

#### Objective 2: Environment

**Strategy 2.2:** Enhance protection, preservation and promotion of our coastal environment and wetlands/waterways, biodiversity and natural areas

**Strategy 2.3:** Increase tree canopy cover within Hobsons Bay to reduce the urban heat island effect, improve air quality and enhance general amenity

**Priority a)** Deliver increased tree canopy outcomes across the municipality within streets, open space reserves and appropriate public realm locations

### Hobsons Bay Urban Forest Strategy, 2020

**Objective 2:** Develop a diverse and healthy urban forest.

## Policies and Related Council Documents

The awarding of Contract 2023.48 through a public tender process complies with Council's Procurement Policy.

## Legal/Statutory Obligations and Risk

The awarding of Contract 2023.48 through a public tender process complies with section 186 of the *Local Government Act 1989*, which stipulates that a Council must publicly advertise and invite tenders for services over the value of \$150,000 as fixed by an Order in Council.

## Financial and Resource Implications

The estimated spend under this contract is expected to be approximately \$3.4 million excluding GST. Funding is provided through Council's capital budget.

## Environmental, Social and Economic Impacts

The tree planting works supplied through this contract are expected to have the following environmental, social, and the economic impacts:

### Environmental Impacts

- **Air Quality Improvement:** Trees absorb carbon dioxide, release oxygen, and filter pollutants, thus improving air quality.
- **Temperature Regulation:** Trees provide shade and reduce the urban heat island effect, helping to moderate temperatures in urban areas.
- **Biodiversity Support:** Street trees can provide habitat for birds, insects, and other wildlife, increasing urban biodiversity.

### Social Impacts

- **Improved Health and Well-being:** Access to green spaces and trees has been linked to reduced stress levels, improved mental health, and increased physical activity.
- **Enhanced Aesthetics:** Street trees beautify urban environments, making them more attractive and enjoyable for residents and visitors.

### Economic Impacts

- **Increased Property Values:** Areas with well-maintained street trees often experience higher property values and increased demand for real estate.
- **Cost Savings:** Trees provide natural cooling, reducing the need for air conditioning in buildings and lowering energy costs.

## Consultation and Communication

The tender was publicly advertised in eProcure on 1 December 2023. The Tender Evaluation Report for Contract 2023.48 was presented to Council's Tender Board on 2 February 2024. The Tender Board endorsed the Tender Evaluation Panel's recommendation to award the contract to the four shortlisted confirming submissions.

## **Declaration of Conflict of Interest**

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Council staff involved in the preparation of this report have no conflict of interest in this matter.

## 10 Notices of Motion

### 10.1 Notice of Motion No. 1249: Condolence - The Late Bill Sommers

Cr Antoinette Briffa and Cr Peter Hemphill have given notice of the following motion:

**That Council acknowledges the recent passing of former mayor Bill Sommers and sends a letter of condolence written under the signature of the Mayor to his family.**

Mr Sommers served as a Councillor for 31 years – 25 with the City of Altona and six with Hobsons Bay City Council – and served as Mayor three times.

## 11 Urgent Business

## 12 Supplementary Public Question Time

Supplementary Public Question Time provides an opportunity for the public to ask questions directly related to items on the agenda that have arisen during the evening's proceedings.

Where it is not possible to provide a response during the meeting, a written response to the question will be provided promptly.

Written public questions received during the Council Meeting that are not related to items on the agenda will be taken on notice and responded to in writing by the appropriate Council officer, or referred to the next Council Meeting for a public response if so requested by the questioner.

## 13 In Camera Business

### Recommendation

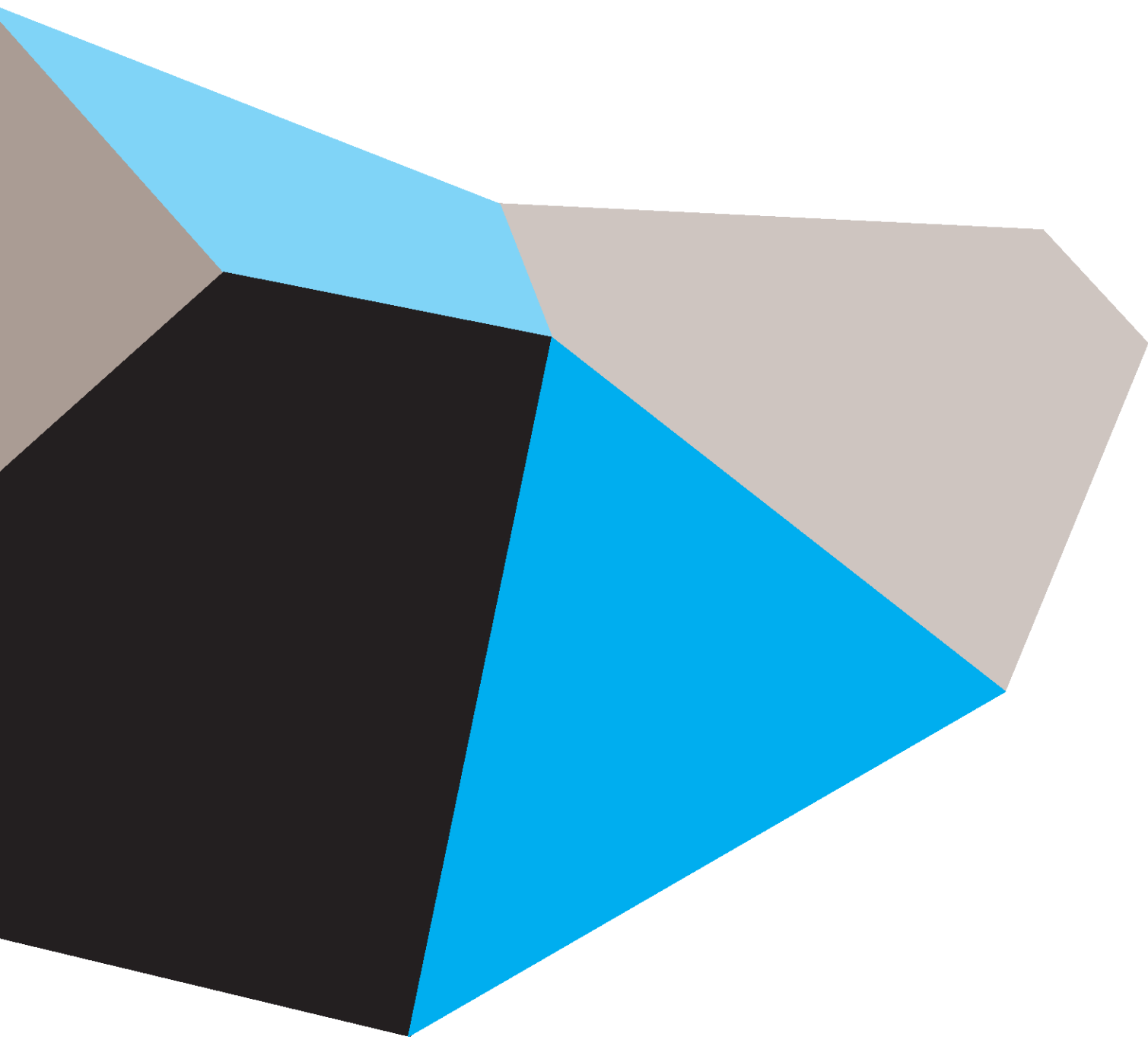
**That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with section 66(2)(a) of the *Local Government Act 2020* as it relates to personal information:**

**13.1 Chief Executive Officer Performance Appraisal 2022-23**

## 14 Close of Meeting

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





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**HOBSONS BAY CITY COUNCIL**

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