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Unconfirmed Minutes,  
which are to be  
confirmed at the  
Council Meeting on  
23 September.

# Council Meeting Minutes

26 August 2025

COUNCIL CHAMBER

Council Chamber  
Hobsons Bay Civic Centre  
115 Civic Parade, Altona

**HOBSONS  
BAY CITY  
COUNCIL**



## **OUR MISSION**

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

## **OUR VALUES**

Respectful  
Community driven and focused  
Trusted and reliable  
Efficient and responsible  
Bold and innovative  
Accountable and transparent  
Recognised

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

## **CONDUCT OF COUNCIL MEETINGS**

Meetings of Hobsons Bay City Council are to be conducted in accordance with Council's Governance Rules, which can be viewed at:  
<https://www.hobsonsbay.vic.gov.au/Council/About-Council/Governance/Governance-Rules>

Members of the public attending Council meetings must abide by the standards of behaviour set out in section 13.3 of the Governance Rules. Any person engaging in disruptive or disorderly behaviour may be required by the Chairperson to leave the meeting in accordance with the Governance Rules.



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## **Minutes of the Council Meeting held on 26 August 2025 at 7.00pm.**

### **Present**

#### **Chairperson**

Cr Rayane Hawli (Deputy Mayor)	Altona North Ward
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#### **Councillors**

Cr Diana Grima	Altona Meadows Ward
Cr Paddy Keys-Macpherson	Laverton Ward
Cr Kristin Bishop	Spotswood Ward
Cr Lisa Bentley	Williamstown Ward
Cr Michael Disbury	Williamstown North Ward

#### **Officers**

Ms Kerry Thompson	Interim Chief Executive Officer
Ms Allison Kenwood	Interim Director Corporate Services
Ms Elyse Rider	Interim Director Sustainable Communities
Mr Matthew Irving	Director Infrastructure and City Services
Ms Marlo Emmitt	Acting Manager Corporate Integrity
Ms Beti Flaherty	Governance Officer and Timekeeper
Miss Jessica Maunder	Proof Reading Officer and Minute Secretary

### **Apologies**

Cr Daria Kellander (Mayor)	Altona Ward
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## 1 Council Welcome and Acknowledgement

The Chairperson welcomed members of the public and acknowledged the Bunurong People of the Kulin Nation as the Traditional Owners of these municipal lands and waterways.

## 2 Apologies

The Chairperson noted an apology had been received from the Mayor, Cr Daria Kellander.

## 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.

There were no disclosures of conflicts of interest.

## 4 Confirmation of Minutes

Confirmation of the minutes of the Council Meeting of Hobsons Bay City Council held on 29 July 2025 (copy previously circulated).

### **Motion**

**Moved Cr Disbury, seconded Cr Bentley:**

**That Council confirms the minutes of the Council Meeting of Hobsons Bay City Council held on 29 July 2025.**

**Carried**

## 5 Councillor Questions

There were no questions asked.

## 6 Public Question Time

**Rowena Joske – Birmingham Street shared path**

- Q The Advisory Committee Report that was completed in 2021 for the Spotswood Yard development says "As part of it's building A submission, Council noted that separate cycle and pedestrian paths were a 'gold standard' approach and that a 2.5 metre shared path would be an acceptable alternative, as widening the carriageway was considered more important".**

**Does Council still consider that widening the road carriageway should be prioritised over providing separated bike and walking infrastructure?**

- A** The design of the shared path has been informed by a range of considerations including safety, available space and the needs of different users. Rather than being a choice between road widening or separated paths, the outcome is a balance of these factors in the context of the site. The officer recommendation on this matter tonight provides a practical and appropriate outcome for all users and the surrounding community.

- Q At the July Council meeting, the Director of Infrastructure and City Services, in response to Councillor questions, says that the separated bike paths would require expensive modification to the kerb, channel and road, and says,"the concept plan clearly outlines some modifications that occur for parking in that space".**

**Please clarify: is it the separated bike and walking infrastructure that would require expensive modification of the kerb, or is it the potential introduction of parking on the southern side of Birmingham Street that would require the expensive modification of the kerb and channel.**

- A** The current Stage 1 proposal for a 3.5m wide shared path along Birmingham Street can be delivered without changes to the existing kerb and channel. More extensive works, such as adding a separated trail or progressing fully to Stage 2 works which includes raised pedestrian crossings, drainage and dedicated parking bays would involve new kerb and channel construction. As the existing kerb and channel is in good condition and not due for renewal, these larger modifications are not required at this stage.

- Q Is it true that Council doesn't want to construct separated bike and walking infrastructure along Birmingham Street because the presence of those paths would prevent Council from, in the future, widening Birmingham Street to include indented parking bays?**

- A** Through the design process it has been identified that providing both a separated trail and parking along Birmingham Street is not feasible within the available space. While this has been a factor in progressing with a shared path, it is only one of several items considered with this project. In developing the design, Council has looked to balance the needs of cyclists, car users and local residents to achieve the most practical outcome for the site.

**Chris Palatsides – proposed works on Knightsbridge Avenue, Altona Meadows**

**Q Why haven't the residents of Knightsbridge Ave been involved in the process of road improvements prior to this being undertaken?**

A Residents of Knightsbridge Avenue have had the opportunity to be involved in this process, with a three-week consultation period for this project that concluded last week. The consultation process provided residents along the Avenue and adjoining courts with concept plans for feedback. Council is now reviewing submissions and if there is not majority support, the works will not proceed.

Council remains committed to engaging with the community and ensuring funds are invested where they deliver the greatest benefit.

**Q Who has proposed that these raised platforms are required, when current islands have effectively slowed traffic down?**

A Council officers have proposed raised intersections in this location for traffic calming purposes. Traffic studies have shown higher speeds in this area and raised intersections are an effective way to slow traffic while providing pedestrians with a safe crossing point.

**Q Can residents please be invited to take part in the decision making process moving forward ?**

A As outlined in the response to Question 1, Council recently completed its community consultation process on this project, giving residents the opportunity to provide feedback.

If Council decides not to proceed with the works, residents will be notified. Likewise, if the scope of works changes following this review, residents will be offered another opportunity to provide input.

**Rae Kaspiw – Proposed redevelopment of the WSLSC**

**Q Who will the proposed gym and venue be accessible to?**

A The proposed active training /gym facilities will support the activities of the Williamstown Swimming and Life Saving Club. Access will be provided to Club members as part of their training and programs, consistent with the Club's lease arrangements.

The facilities are not being developed as a commercial gym and are focused on meeting the needs of the Club and its members.

**Q Has the Council done any expert assessment of traffic implications of the proposed redevelopment, in particular parking and congestion during the summer months?**

A A Traffic Impact assessment has been submitted, which is one of multiple expert reports related to this planning permit application. This report and other expert reports will be made available to the community during the public notification period of the application.

**Q What are the proposed operating hours for the proposed gym and venue?**

- A The operating hours will align with typical usage patterns of the Williamstown Swimming and Life Saving Club and will be subject to agreement through the lease process. These arrangements will ensure the facilities are available to the Club to support their training, competition and community programs.

**Robert Ferris – Proposed redevelopment of the WSLSC**

**Q It is proposed that 19 car parking spaces in the public car park (Esplanade/Victoria St) will be given over for this redevelopment. When does Council intend to meet its obligations under Sections 189 and 191 of the Local Government Act 1989 to consent with ratepayers and residents on this intention and give ratepayers and residents an opportunity to have their views heard?**

- A Sections 189 and 191 of the *Local Government Act 1989* relate to the sale or compulsory acquisition of Council land. This project does not involve the sale or acquisition of land. It involves the use of existing public land for the delivery of community infrastructure, and therefore these sections of the Act are not applicable.

**Q Can Council advise on the current state of Planning Application PA 250139 for the redevelopment of the Williamstown Swimming and Life Saving Club.**

- A The Planning Application assessment is progressing, with additional information being provided to inform the assessment – this is termed a Request for Information Review status, and that status of the assessment process is provided to the public on the planning portal on Council's website.

Once all additional information is received through the Request for Information Review, the planning permit application will undergo public notification. It is at that time, residents and the community can make submissions on the proposal, including the car parking being used for the redevelopment.

**Anthony Chandler – Notice of Motion 1277**

**Q Is it appropriate for Hobson's Bay Council take a position on international politics that will alienate a number of residents within our community who do not agree with this stance. Hobson's Bay Council claims to be inclusive of all residents and acceptance of this motion will alienate some, is this acceptable ?**

- A The notices of motion do not present a Council position on the matter at this point in time. The motions will be debated and considered later in tonight's meeting.

## Variation of Order of Business

### **Motion**

Moved Cr Bishop, seconded Cr Grima:

That Council considers agenda item 10, Notices of Motion, as the next item of business.

Carried unanimously

## 10 Notices of Motion

### 10.1 Notice of Motion No 1276: Community Safety and Crime Prevention

Cr Lisa Bentley made a public apology to the other Councillors for comments she had made at the previous Council meeting regarding this matter.

### **Procedural Motion**

Moved Cr Bentley, seconded Cr Grima:

That the meeting be adjourned for five minutes.

Carried

### **Procedural Motion**

Moved Cr Bentley, seconded Cr Grima:

That the meeting be resumed at 7.21pm.

Carried



## **Motion**

**Moved Cr Bentley, seconded Cr Disbury:**

**That Council:**

1. Notes with concern that criminal incidents in Hobsons Bay increased by 35% in the year to March 2025, causing distress among residents and impacting the sense of safety and wellbeing in our community.
2. Urges the Premier and the Victorian Government to urgently address staffing challenges facing Victoria Police, including shortages that affect station accessibility, patrol capacity, targeted issue responses, and community visibility; and calls on the State Government to ensure police services across Hobsons Bay are adequately resourced to meet community needs at all service sites and stations.
3. Calls on the State Government to increase funding for community safety and crime prevention programs, with a focus on early intervention, youth engagement, and neighbourhood outreach.
4. Requests that Mayor Kellander write to the Premier, the Leader of the Opposition, the Minister for Police Community Safety and Victims, and local Members of Parliament, expressing Council's concerns and advocating for immediate action to address rising crime rates and strengthen both enforcement and preventative safety measures in Hobsons Bay.

Cr Bishop proposed to defer the item to a future Council meeting and asked the Chair's permission to make comment on the procedural motion. With permission granted, Cr Bishop explained that the motion was different to what had gone to briefing and there had not been an opportunity to collaborate on a group view on Council's advocacy stance.

## **Motion**

**Moved Cr Bishop, seconded Cr Grima:**

**That the matter be deferred to a future Council meeting.**

**Carried**

## Councillor Movements

Cr Hawli stated that she would temporarily vacate the Chair in accordance with clause 7.1.2 of the Governance Rules (2020) in order to move her submitted notices of motion, and called for a motion to elect a temporary Chair.

### **Motion**

**Moved Cr Keys-Macpherson, seconded Cr Bentley:**

**That Council elects Cr Bishop as the temporary Chair of the meeting for agenda items 10.2 to 10.4.**

**Carried unanimously**

Cr Bishop proposed an adjournment while they changed places.

### **Procedural Motion**

**Moved Cr Grima, seconded Cr Bishop:**

**That the meeting be adjourned for five minutes.**

**Carried unanimously**

### **Procedural Motion**

**Moved Cr Grima, seconded Cr Bentley:**

**That the meeting be resumed at 7.33pm.**

**Carried**

## 10.2 Notice of Motion No 1277: Expression of Solidarity with the Hobsons Bay Community Regarding the Situation in the Middle East

### Initial Motion

Moved Cr Hawli, seconded Cr Keys-Macpherson:

That Council

1. Recalls that Council has an obligation under section 8 of the *Local Government Act 2020* to “provide good governance in its municipal district for the benefit and wellbeing of the municipal community”.
2. Acknowledges the pain, suffering and trauma of many residents of Hobsons Bay, who have lost loved ones over the last 22 months in Palestine, Lebanon, and Syria. Celebrating the diversity of our multicultural and multifaith community means standing with those community members, not ignoring them. Further, mourns the horrific and unacceptable loss of civilian life, noting that at least 60,000 Palestinians have been killed and at least 146,269 have been injured by the Israeli Government in Gaza since October 2023, and the 1,162 people killed in Israel on 7 October 2023.
3. Notes that the most authoritative and prestigious international human rights organisations and legal experts, such as Human Rights Watch, Amnesty International and United Nations experts, have concluded that Israeli Government officials have committed and are continuing to commit the crime of genocide and crimes against humanity, including ethnic cleansing and extermination, of Palestinians in Gaza. Notes further that highly esteemed and expert Israeli human rights organisations B’tselem and Physicians for Human Rights Israel have reported that Israel is committing the crime of genocide in Gaza. Notes finally that the International Court of Justice has issued a preliminary ruling that the State of Israel is plausibly committing the crime of genocide against the Palestinian people and that the International Criminal Court has also issued arrest warrants for Israeli Government officials for crimes against humanity and war crimes.
4. Notes that the Integrated Food Security Phase Classification (IPC) has warned that the “worst-case scenario of Famine is now unfolding in the Gaza Strip”. Notes further that Human Rights Watch has recognised the deliberate killing of civilians seeking aid and the deliberate displacement of Palestinian civilians in Gaza are also war crimes and crimes against humanity.
5. Recognises the suffering of civilian hostages and their families, who suffer daily without knowing whether their loved ones survive, including Israeli hostages. Recognises also the nearly 10,000 detained Palestinians, including hundreds of children.
6. As part of a diverse, multicultural and multifaith community, deplores and actively stands against all forms of racism, including anti-Palestinian, anti-Semitism, and anti-Muslim racism.

### **Amendment**

**Moved Cr Bentley, seconded Cr Disbury:**

**That part 2 of the motion be amended as below:**

- 2. Acknowledges the pain, suffering and trauma of many residents of Hobsons Bay, who have lost loved ones over the last 22 months in Palestine, Lebanon, Syria and Israel. Celebrating the diversity of our multicultural and multifaith community means standing with those community members, not ignoring them. Further, mourns the horrific and unacceptable loss of all civilian life.**

### **Point of Order**

Cr Hawli called a Point of Order, stating that under clause 8.18.3.1 of the Governance Rules, Cr Bentley's proposed changes should not be accepted as amendments as they fundamentally alter the purpose and intent of the notice of motion, and if carried would have the effect of voting against the motion, making them a direct negative per section 8.5.2 of the Governance Rules.

The Chair called for a Councillor to move a motion to adjourn the meeting while she deliberated on the Point of Order.

### **Procedural Motion**

**Moved Cr Grima, seconded Cr Disbury:**

**That the meeting be adjourned for five minutes.**

**Carried unanimously**

### **Procedural Motion**

**Moved Cr Grima, seconded Cr Disbury:**

**That the meeting be resumed at 7.45pm.**

**Carried**

## Chair's ruling on point of order

The Chair, Cr Bishop, ruled that the amendment did not fundamentally change the nature and intent of the motion.

### Vote on Amendment

The amendment was put to the vote.

Cr Disbury called for a Division.

#### Division

**For:** Cr Bentley, Cr Disbury

**Against:** Cr Grima, Cr Hawli, Cr Keys-Macpherson, Cr Bishop

**Lost**

Debate resumed on the motion, being Cr Hawli's original motion.

Due to a disruption from the public gallery, the Chair adjourned the meeting at 8.02pm.

The meeting resumed at 8.12pm.

### Vote on Motion

The initial motion was put to the vote.

Cr Disbury called for a Division.

#### Division

**For:** Cr Grima, Cr Hawli, Cr Keys-Macpherson, Cr Bishop

**Against:** Cr Bentley, Cr Disbury

**Carried**

### 10.3 Notice of Motion No 1278: Council's Human Rights Obligations

#### Motion

Moved Cr Hawli, seconded Cr Keys-Macpherson:

That Council:

1. Recalls the role of local government in upholding human rights standards in all of its work and that Council has an obligation under section 8 of *the Local Government Act 2020* to "provide good governance in its municipal district for the benefit and wellbeing of the municipal community".
2. Requests a report to Council by December 2025, detailing all existing contracts and investments through financial institutions between Council and any entity identified in the following United Nations report\*: <https://www.ohchr.org/sites/default/files/documents/hrbodies/hrcouncil/sessions-regular/session31/database-hrc3136/23-06-30-Update-israeli-settlement-opt-database-hrc3136.pdf> and having regard to any other such reputable sources or database as relevant.
3. As part of its ongoing review into Council's procurement practices, requests a report to Council by December 2025 on the incorporation of best-practice human rights protections and risk mitigation into procurement, investment and related policies, so as to reduce the use of Council resources to aid, abet, or materially contribute to human rights violations, including but not limited to discrimination, modern slavery, and international crimes including crimes against humanity, war crimes, and genocide.
4. For the avoidance of doubt, where there is no reasonable alternative to a good or service credibly linked to human rights breaches, such as where the cost of an alternative good or service is considered unreasonable with regard to Council resources, such goods and services would be obtained or used.

\* "OHCHR update of database of all business enterprises involved in the activities detailed in paragraph 96 of the report of the independent international fact-finding mission to investigate the implications of the Israeli settlements on civil, political, economic, social, and cultural rights of the Palestinian people throughout the Occupied Palestinian Territory, including East Jerusalem".

Carried

## 10.4 Notice of Motion No 1279: Advocacy for the Situation in Palestine to the Federal Government

### **Motion**

**Moved Cr Hawli, seconded Cr Keys-Macpherson:**

**That Council:**

1. **Condemns the targeting by the Government of Israel of civilians, health care workers, aid workers, journalists and other protected persons under international humanitarian law, which are war crimes.**
2. **Notes that Council has written, and considered writing, on successive occasions to the State and Federal governments on issues of importance to the Hobsons Bay community, on issues which are the clear and sole responsibility of those other levels of government, including on matters relating to public transport, air pollution, infrastructure funding, and policing. Recognises therefore that advocacy to the State and Federal governments is within the normal work of Council.**
3. **Writes to the Prime Minister of Australia, the Minister for Foreign Affairs, and Assistant Minister for Foreign Affairs, calling on the Australian Government to:**
  - a. **Clearly condemn the international crimes carried out by the Israeli Government against the Palestinian people including the crime of genocide, war crimes and crimes against humanity, noting that the international crimes of Hamas have hitherto repeatedly and clearly been condemned by the Australian Government,**
  - b. **Call for the immediate lifting of the siege on Gaza to allow Palestinians in Gaza to have unlimited access to aid, including food, water, fuel, electricity, medical supplies, materials to repair damaged homes and civilian infrastructure, in line with Australia's obligations under international law,**
  - c. **Take concrete action such as imposing sanctions in response to these violations if they are not remedied immediately, in line with Australia's clear obligations under international law,**
  - d. **Swiftly recognise the inalienable right to self-determination of the Palestinian people as part of a two-state solution, which has been the formal position and bipartisan consensus of every Australian Government since the founding of the State of Israel. Noting further that Australia was the first country to vote in favour of the 1947 UN Partition Plan which led to the creation of Israel as a state and which necessarily requires recognition of a State of Palestine.**

The Chair put the motion to the vote with the following Councillors voting for the motion: Councillors Grima, Hawli and Keys-Macpherson; the following Councillors voting against the motion: Cr Disbury and Bentley; and Cr Bishop abstaining.

Given the vote was tied, the Chair was required to exercise their casting vote.

The Chair adjourned the meeting at 8.38pm to consider how to cast their casting vote.

The meeting resumed at 8.40pm and the Chair cast their vote against the motion. The motion was **lost**.

**Procedural Motion**

**Moved Cr Hawli, seconded Cr Bentley:**

**That the meeting be adjourned at 8.40pm for ten minutes.**

**Carried unanimously**

The meeting resumed at 8.51pm with the Deputy Mayor, Cr Hawli in the Chair.

**Procedural Motion**

**Moved Cr Grima, seconded Cr Bishop:**

**That the meeting resume at 8.51pm.**

**Carried unanimously**



## **7 Petitions and Joint Letters**

### **7.1 Petitions and Joint Letters Received**

#### **7.1.1 Petition: Hick Street pedestrian and bike crossing**

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

### **Purpose**

To receive an electronic petition containing 90 signatories, requesting Council to support the future of the pedestrian rail crossing between Hick Street and Stephenson Street, Spotwood and work to improve the state of the crossing.

### **Motion**

**Moved Cr Bishop, seconded Cr Disbury:**

**That Council:**

- 1. Receives and notes the petition in relation to to the Hick Street pedestrian and bike crossing.**
- 2. Receives a further report on this matter at a future Council meeting.**

**Carried unanimously**

## 7.2 Responses to Petitions and Joint Letters

### 7.2.1 Response to Petition: Better West, Birmingham St separated bike and pedestrian paths

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

#### Purpose

To respond to the petition seeking that Council construct separated cycling and pedestrian paths along Birmingham Street between Melbourne Road and Hick Street, Spotswood.

#### Motion

Moved Cr Bishop, seconded Cr Disbury:

That Council:

1. Constructs a 3.5-metre-wide shared path along Birmingham Street between Melbourne Road and Hick Street, Spotswood to facilitate the safe movement of cyclists and pedestrians.
2. Advises the lead petitioner of the outcome.

Carried unanimously

## **7.2.2 Response to Petition: Install Traffic Management Treatments to Osborne Street, Williamstown**

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

### **Purpose**

To respond to the petition requesting traffic management treatment in Williamstown at the intersection of Osborne Street and Garden Street.

### **Motion**

**Moved Cr Bishop, seconded Cr Disbury:**

**That Council:**

- 1. Integrates the proposed traffic treatment into the future traffic capital works project for traffic improvement work along Railway Crescent.**
- 2. Considers funding for this project as part the annual budgeting process.**
- 3. Nominates this project as one of a number of project proposals for consideration under the Transport Accident Commission (TAC) Local Government Grant Program.**
- 4. Writes to the lead petitioner informing them of the outcome of the initial consultation and Council's proposed course of action.**

**Carried unanimously**

### **7.2.3 Response to Joint Letter: Formal Recognition and Protection of the Message Tree Site**

**Directorate:** Sustainable Communities  
**Responsible Officer:** Manager Arts Culture Community  
**Reviewer:** Director Sustainable Communities  
**Attachments:** 1. Message Tree 2025 Site Map [7.2.3.1 - 4 pages]  
Draft Letter to New Message Tree Alliance [7.2.3.2 - 2 pages]

#### **Purpose**

To note the completion of the Message Tree Interpretation Site Project at the intersection of Thompson Street and Nelson Place, Williamstown and correspondence with the New Message Tree Alliance and its stakeholders who contacted Council during 2024-25 requesting recognition of an additional site.

#### **Motion**

**Moved Cr Bishop, seconded Cr Disbury:**

**That Council:**

1. **Receives and notes this report on the completion of the Message Tree Interpretation Site Project at the corner of Thompson Street and Nelson Place, Williamstown.**
2. **Responds to the joint letter to Council from the New Message Tree Alliance titled "Formal Recognition and Protection of the Message Tree Site" received by Council on 29 August 2024 and considered at the Council Meeting on 10 September 2024.**

**Carried unanimously**

## **8 Business**

### **8.1 Office of the Chief Executive**

Nil reports

## 8.2 Corporate Services

### 8.2.1 Draft Governance Rules and Community Feedback

<b>Directorate:</b>	Corporate Services
<b>Responsible Officer:</b>	Consultant Governance - Special Projects
<b>Reviewer:</b>	Interim Director Corporate Services
<b>Attachments:</b>	<ol style="list-style-type: none"><li>1. Governance Rules - summary of submissions [8.2.1.1 - 10 pages]</li><li>2. Governance Rules 2025 - FINAL [8.2.1.2 - 53 pages]</li></ol>

### Purpose

To seek Council's endorsement of the Governance Rules 2025 for adoption following the completion of public consultation.

### Motion

Moved Cr Bishop, seconded Cr Grima:

That Council:

1. Notes the summary of public submissions contained in this report and full text of submissions at Attachment 1.
2. Notes a number of changes have been made to the proposed rules following public consultation and further discussion with Councillors as outlined in this report.
3. Endorses the Governance Rules 2025 for publication and application from the next meeting of Council.
4. Authorises officers to make final minor editorial changes including essential formatting and version control prior to publication.

## **Amendment**

Moved Cr Keys-Macpherson, seconded Cr Disbury:

That the following text be added to the end of point 3:

“, with the addition of a new item on Councillor questions in the agenda following items for decision and that provides Councillor questions must be within the following parameters:

- Two questions for each Councillor are allowed
- Maximum time limit for each question of two minutes
- Questions must not breach any of the provisions related to public questions
- Officers may take questions on notice and a response provided separately in writing to the Council
- Questions must relate to the responsibilities or functions of local government.”

**Amendment carried**

## **Substantive Motion**

**That Council:**

- 1. Notes the summary of public submissions contained in this report and full text of submissions at Attachment 1.**
- 2. Notes a number of changes have been made to the proposed rules following public consultation and further discussion with Councillors as outlined in this report.**
- 3. Endorses the Governance Rules 2025 for publication and application from the next meeting of Council, with the addition of a new item on Councillor questions in the agenda following items for decision and that provides Councillor questions must be within the following parameters:**
  - Two questions for each Councillor are allowed**
  - Maximum time limit for each question of two minutes**
  - Questions must not breach any of the provisions related to public questions**
  - Officers may take questions on notice and a response provided separately in writing to the Council**
  - Questions must relate to the responsibilities or functions of local government.**
- 4. Authorises officers to make final minor editorial changes including essential formatting and version control prior to publication.**

Cr Bentley called for a Division.

### **Division**

**For:** Cr Grima, Cr Keys-Macpherson, Cr Bishop, Cr Bentley, Cr Hawli

**Against:** Cr Disbury

**Carried**



## 8.2.2 Introduction of Working With Children Checks for Councillors

**Directorate:** Corporate Services  
**Responsible Officer:** Acting Manager Corporate Integrity  
**Reviewer:** Interim Director Corporate Services  
**Attachments:** Nil

### Purpose

To recommend that all Councillors obtain a Working With Children Check to better align with the National Child Safe Standards and the Council's Child Safe Policy.

#### Motion

**Moved Cr Grima, seconded Cr Bentley:**

**That Council:**

1. **Adopts the new position of requiring all Councillors to obtain a Working With Children Check to better align with the National Child Safe Standards.**
2. **Authorises officers to amend Council's Child Safe Policy to include this requirement.**

**Carried unanimously**

#### Procedural Motion

**Moved Cr Grima, seconded Cr Disbury:**

**That the meeting be extended by 30 minutes to 9.30pm.**

**Carried unanimously**

## 8.3 Sustainable Communities

### 8.3.1 Taskforce Supporting People Seeking Asylum

**Directorate:** Sustainable Communities  
**Responsible Officer:** Manager Arts, Culture and Community  
**Reviewer:** Interim Director Sustainable Communities  
**Attachments:** 1. Taskforce Terms of Reference [8.3.1.1 - 3 pages]  
2. Taskforce Key achievements [8.3.1.2 - 1 page]  
Taskforce reference copy ALGA National Assembly NOM [8.3.1.3 - 3 pages]

#### Purpose

To provide information to Council on the role of the Mayoral and Councillor Taskforce for People Seeking Asylum and for Council to consider nominating a delegate as its representative on the Taskforce Executive Member Council.

#### Motion

Moved Cr Bishop, seconded Cr Grima:

That Council:

1. Notes the role of the Mayoral and Councillor Taskforce for People Seeking Asylum and its advocacy program for community benefit.
2. Nominates Cr Hawli as its representative on the Taskforce Executive Member Council.
3. Includes the appointing of a Taskforce delegate in future processes for appointment of Councillor delegates and proxies to Council and community committees.

Carried

### **8.3.2 Nominate a Council Delegate (non-voting) to the Board of The Substation**

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

#### **Purpose**

To nominate a Council Delegate (non-voting) to represent Council on the Board of The Substation for the period of the extended Hobsons Bay City Council and The Substation Funding Agreement 2022–2025 (extension 1 July 2025 to 30 June 2026).

#### **Motion**

**Moved Cr Keys-Macpherson, seconded Cr Grima:**

**That Council nominates Cr Bishop to be the Council Delegate (non-voting) to The Substation Board as part of the funding conditions of the Hobsons Bay City Council and The Substation Funding Agreement 2022–2025 (extension 1 July 2025 to 30 June 2026).**

**Carried**

### 8.3.3 Use of Electronic Devices and Images Policy

**Directorate:** Sustainable Communities  
**Responsible Officer:** Acting Manager Community Life  
**Reviewer:** Interim Director Sustainable Communities  
**Attachments:** Use of Electronic Devices and Images [8.3.3.1 - 9 pages]

#### Purpose

To seek Council's endorsement of the Council's Occasional Care's Use of Electronic Devices and Images in Early Years Services Policy, which outlines requirements to protect children's safety, privacy and wellbeing when capturing, storing and sharing images or recordings.

#### Motion

**Moved Cr Bishop, seconded Cr Grima:**

**That Council:**

- 1. Adopts the Use of Electronic Devices and Images in Early Years Services Policy as attached to this report.**
- 2. Notes that the policy will be reviewed three years from the date of endorsement, or earlier if required.**

**Carried unanimously**

## 8.4 Infrastructure and City Services

### 8.4.1 Sunshine Superhub Council Submission

**Directorate:** Infrastructure and City Services  
**Responsible Officer:** Strategic Project Specialist  
**Reviewer:** Director Infrastructure and City Services  
**Attachments:** Planning Submission Sunshine Superhub.v2  
[8.4.1.1 - 26 pages]

#### Purpose

To consider a planning submission to the Level Crossing Removal Project (LXRP) engagement process on the Sunshine Superhub Project (SSP).

#### Recommendation

That Council endorses the attached planning submission (Attachment 1) on the Sunshine Superhub Project.

#### Motion

Moved Cr Keys-Macpherson, seconded Cr Grima:

That Council:

1. Endorses the attached planning submission (Attachment 1) on the Sunshine Superhub Project.
2. Authorises officers to make final editorial changes.

Carried unanimously

## 8.4.2 Association of Bayside Municipalities - Fees and Membership

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

### Purpose

To seek Council's endorsement of the proposed 2025-26 Association of Bayside Municipalities membership fee increase for Hobsons Bay City Council.

### Motion

**Moved Cr Bishop, seconded Cr Keys-Macpherson:**

**That Council supports the proposed 2025-26 membership fee for Hobsons Bay City Council of \$12,374.31, representing an increase of \$1,334.56 from the current year's fee.**

**Carried**

## 9 Delegate Reports

### Purpose

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

### Motion

Moved Cr Bentley, seconded Cr Grima:

That Council receives and notes the recent Delegate Reports:

- Western Melbourne Tourism Board – 11 July 2025.

Carried unanimously

## 11 Record of Assembly of Councillors

An internal process has been carried out and Council is required to table the record of assembly of councillors.

The record of assembly of councillors is provided as a final attachment in any agenda.

Council officers recommend that Council formally receive the relevant assembly records, as this is regarded as good governance practice.

### **Motion**

**Moved Cr Grima, seconded Cr Bishop:**

**That Council receives the record of assembly of councillors for:**

- **Pre Council Meeting 29 July 2025**
- **Councillor Briefing 05 August 2025**
- **Councillor Briefing 12 August 2025**
- **Councillor Briefing 19 August 2025.**

**Carried unanimously**



## 12 Supplementary Public Question Time

Rae Kaspiew

**Q Council's response to my first question only addressed one aspect of the question.**

In addition to access to the gym, the question requested information about the proposed venue and who this would be accessible to.

Could Council please provide a response that explains who would use the proposed 80-seat social and community room on the upper level of the proposed development.

A The upstairs multipurpose space will be utilised for club-related activities including education programs, meetings, club functions and for training purposes, aligned with the occupancy agreement between Council and the club.

**Q How many public carpark spaces will be lost to make way for the electrical substation proposed to be built on prominent public land near the corner of the Esplanade and Victoria Street as part of the WSLSC redevelopment?**

A Three car parking spaces will be lost to make way for the electrical substation, in addition to the 19 spaces previously referenced.

**Q Has Council sought advice on whether the electrical substation proposed to be built on busy public land near the corner of the Esplanade and Victoria Street could instead be built within the grounds of the WSLSC – and if not, will it commit to seeking such advice?**

A Yes, multiple alternative locations were looked at and proposed by the project team through the power authority; however, these were rejected based on the authority's location requirements.

Chris Palatsides

**Q Can Council please release the study findings that were undertaken that showed there is a traffic/speed issue on Knightsbridge Avenue?**

A As per your request, Council officers will respond to your question in writing following this meeting.

Robert Ferris

**Q 19 car parking spaces – sections 189 and 191 also relate to the exchange/transfer of land.**

A The project does not involve any exchange or transfer of land as works are contained within one parcel, therefore it is the officer's view that these sections are not applicable.

### **13 Urgent Business**

There was no urgent business.

### **14 Close of Meeting**

There being no further business, the Chairperson declared the meeting closed at 9.43pm.

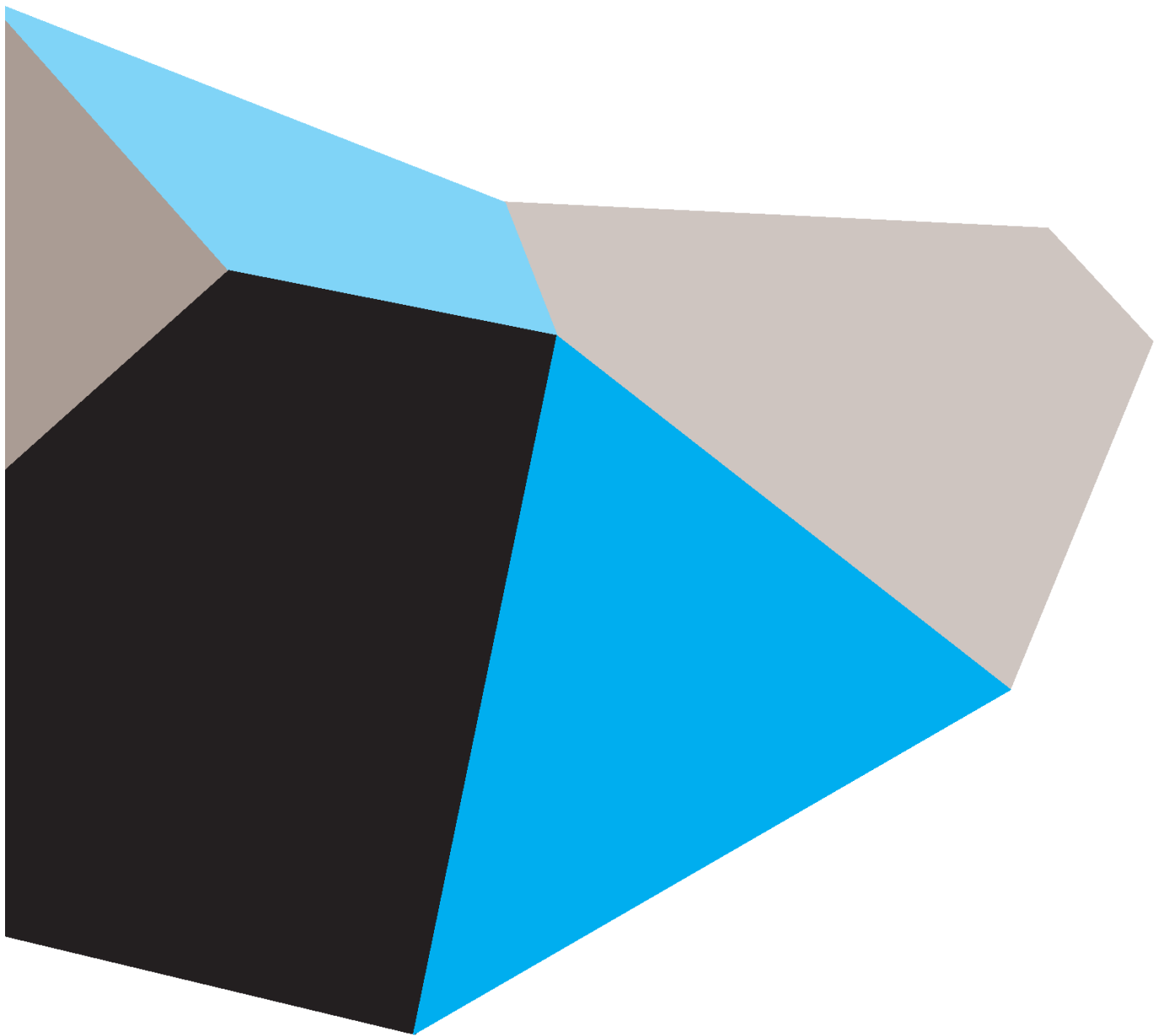
\_\_\_\_\_  
Chair: \_\_\_\_\_

Signed and certified as having been confirmed

Date: \_\_\_\_\_

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





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**HOBSONS BAY CITY COUNCIL**

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## Financial Report for the period ended 30 June 2025

### 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 June 2025

## 1. Income Statement

	Actual @ 30/6/25 \$'000	Budget 2024-25 \$'000	Forecast 2024-25 \$'000	Ref	Actual / Budget Variance \$'000
<b>Income</b>					
Rates and charges	139,887	137,252	139,681	1.1	2,635
Statutory fees and fines	4,944	5,490	5,058	1.2	(546)
User fees	6,161	5,476	5,800	1.3	685
Grants - operating	12,539	10,229	9,426	1.4	2,310
Grants - capital	4,402	10,539	6,903	1.5	(6,137)
Contributions - monetary	5,216	4,054	5,213	1.6	1,162
Contributions - non monetary	10,374	-	-	1.7	10,374
Net gain on disposal of property, infrastructure, plant and equipment	-	196	199	1.8	(196)
Other income	5,211	4,564	5,163	1.9	647
<b>Total Income</b>	<b>188,734</b>	<b>177,800</b>	<b>177,443</b>		<b>10,934</b>
<b>Expenses</b>					
Employee costs	63,263	63,939	63,976	1.10	676
Materials and services	59,477	56,595	56,734	1.11	(2,882)
Allowance for impairment losses	416	690	313	1.12	274
Depreciation	36,666	33,156	36,073	1.13	(3,510)
Depreciation - right of use assets	310	312	312		2
Net loss on disposal of property, infrastructure, plant and equipment	4,066	-	-	1.8	(4,066)
Borrowing costs	1,001	1,061	1,002	1.14	60
Finance cost - leases	18	18	18		-
Other expenses	719	1,328	912	1.15	609
<b>Total Expenses</b>	<b>165,936</b>	<b>157,099</b>	<b>159,340</b>		<b>(8,837)</b>
<b>Surplus / (deficit)</b>	<b>22,798</b>	<b>20,701</b>	<b>18,103</b>		<b>2,097</b>

# Hobsons Bay City Council – Financial Report for the period ended 30 June 2025

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## 1. Income Statement (cont.)

### Explanation of Variances

The operational surplus for the year ended 30 June 2025 was \$22.798 million, compared to the annual budget surplus of \$20.701 million and the forecast surplus of \$18.103 million determined at the March forecast review.

The increased surplus of \$2.097 million compared to budget is explained as:

#### 1.1 Rates and charges were \$2.635 million over budget.

Increases relate to the amount originally raised as rates (\$1.293 million) and supplementary rates (\$665,000), both due to property development. Interest on rates (\$575,000), waste charges (\$78,000), and payments in lieu of rates (\$14,000). There is also a reduction in hardship rate waivers (\$67,000).

Decreases relate to revaluation objections (\$47,000) and an increase in rebates provided (\$9,000).

#### 1.2 Statutory fees and fines were \$546,000 under budget.

Decreases relate to town planning applications (\$464,000), parking fines associated with turning off the parking meters during winter (\$181,000) and town planning enforcement (\$52,000).

The most significant increases relate to election fines (\$133,000) and building fees (\$51,000).

#### 1.3 User fees were \$685,000 over budget.

The most significant increases relate to private subdivision supervision - from an increase in developer related works (\$306,000), developer landscaping - partly offset by material and service costs over several years (\$274,000), town planning fees (\$132,000) and venues income - partly offset by increased costs (\$109,000).

The most significant decreases relate to road open/reinstatement fees (\$159,000), property services building insurance premiums (\$63,000) and Planned Activity Group center fees (\$42,000).

#### 1.4 Operating grants were \$2.310 million over budget.

The most significant increase relates to the timing of the Commonwealth Financial Assistance Grants (\$1.736 million). There were also increases with Commonwealth Home Support (\$749,000), and Home and Community Care for Young People (\$74,000) funding both retained from previous financial years.

Other significant increases relate to Community Home Support delayed payment from the previous year (\$198,000), maternal and child health (\$115,000), school focus youth services (\$94,000), school crossings (\$83,000), boat ramps (\$81,000), early years CALD outreach (\$64,000), the Document Management Enhancement project (\$60,000) and Livable Waterways funding (\$45,000).

The most significant decrease relates to Commonwealth funding for centre based and cottage respite. The program was withdrawn and did not proceed in 2024-25. It is offset against reductions in expenditure (\$973,000). The other significant decrease relates to the Level Crossing Removal Project (\$200,000).

## Hobsons Bay City Council – Financial Report for the period ended 30 June 2025

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### 1.5 Capital grants were \$6.137 million under budget.

The decrease is mainly due to grants now expected to be received in 2025-26 (\$7.547 million). Additional grants were received in 2024-25 that were originally budgeted to be received in 2023-24 (\$1.434 million), and there was a net decrease in unbudgeted grants received to fund the program (\$24,000).

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 were \$1.162 million over budget. The additional income has generally been transferred to reserves to ensure that they are spent in future years on their intended use.

Increases relate to open space contributions (\$928,000), contributions towards Council assets (\$204,000), street tree planting (\$131,000), corporate sponsorship of community grants (\$30,000) and the Caravan Park (\$11,000).

Decreases relate to Altona North Precinct 15 (\$113,000) and for various developer contribution plans (\$29,000).

### 1.7 Non-monetary contributions valued at \$10.374 million were received during the year. This relates to the value of land, roads, drains, footpaths and cycleway assets that have been completed by developers.

This is a non-cash item that has minimal impact on funding in 2024-25 or ongoing financial operations.

### 1.8 There was a net loss on disposal of property, infrastructure, plant and equipment of \$4.066 million compared to the budgeted profit of \$196,000.

The loss generally relates to the write-off of assets replaced as part of Council's capital works program. This includes parks and open space (\$1.639 million), buildings (\$796,000), roads (\$735,000), footpaths and cycleways (\$415,000), drainage (\$297,000), furniture and fittings (\$240,000), and bridges (\$199,000).

A profit was made on the sale of plant (\$301,000).

### 1.9 Other income was \$647,000 over budget mainly because of additional interest on investments, resulting from higher cash levels throughout the year.

### 1.10 Employee costs were \$676,000 under budget. The savings are generally due to short-term vacancies exceeding budget expectations.

### 1.11 Materials and services were \$2.882 million over budget.

The increase is a result of Work in Progress from previous years which have not been capitalised (\$2.821 million) and operational projects transferred from the Capital Works Program (\$1.913 million). These costs do not add to Council's asset base. They are a transfer of costs rather than an additional cost from a financial perspective.

Significant increases relate to the IT annual software maintenance (\$555,000), legal fees (\$464,000), Winter Activation project – carried over from the previous financial year (\$357,000), property and fleet insurance premiums (\$284,000), and the Council investigation.



## Hobsons Bay City Council – Financial Report for the period ended 30 June 2025

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The most significant decreases relate to a delay in implementing the ICT Strategy (\$1.614 million), center based and cottage respite contracts (\$921,000), waste services (\$593,000), corporate services professional services (\$390,000), and strategic planning scheme amendments (\$326,000).

- 1.12 Allowance for impairment losses was \$274,000 below budget. This generally relates to a reduction in doubtful debts relating to unpaid parking fines (\$276,000).

- 1.13 Depreciation was \$3.510 million over budget.

The increase is due to purchases and revaluations that occurred late in the last financial year. This relates mainly to Roads; Footpaths and cycleways; Furniture and fittings; and Buildings asset classes.

Depreciation is a non-cash item and has minimal impact on funding Council's budget in 2024-25.

- 1.14 Borrowing costs were \$60,000 under budget, resulting from Council's decision not to draw down a new \$7 million loan in April 2025 that was included in the budget.

It is estimated that not drawing down the loan will save approximately \$1.323 million over seven years. Council has paused on committing to any further borrowings while it determines its priorities under a new Council Plan.

- 1.15 Other expenses were \$609,000 under budget.

The decrease is caused by a reallocation of telecommunication costs to materials and services (\$449,000), and delaying the purchase of carbon offset until next financial year (\$176,000).

## Hobsons Bay City Council – Financial Report for the period ended 30 June 2025

### 2. Summary Capital Works Program

	Actual @ 30/6/25 \$'000	Budget 2024-25 \$'000	Forecast 2024-25 \$'000	Actual / Budget Variance \$'000
Items to be Capitalised	51,029	66,865	59,408	15,836
Operational Projects	4,607	2,694	2,770	(1,913)
<b>Total Capital Works Expenditure</b>	<b>55,635</b>	<b>69,559</b>	<b>62,178</b>	<b>13,924</b>
<b>Capital Works Income</b>	<b>4,606</b>	<b>10,539</b>	<b>7,108</b>	<b>5,933</b>
Transfers from Capital Carryover Reserve	15,987	6,765	15,987	(9,222)
Transfers to Capital Carryover Reserve – Expenditure	21,583	-	20,740	(21,583)
Transfers to Capital Carryover Reserve – Income	(7,547)	-	(5,848)	7,547
<b>Net Capital Works Program</b>	<b>49,078</b>	<b>52,255</b>	<b>53,975</b>	<b>3,177</b>

Council's 2024-25 Capital Works Program, including variations to individual capital projects are highlighted in the capital works attachment. The result of the Capital Works Program shows a net surplus of \$3.177 million when compared to the original budget after carryovers are considered. The surplus can generally be attributed to the Street Lighting LED Upgrade Program and the Waste and Recycling management program.

**Capital Works Expenditure** for the year ended 30 June 2025 was \$55.635 million compared to the annual budget of \$69.559 million and the forecast of \$62.178 million determined at the March forecast review. The decreased expenditure of \$13.924 million compared to the budget is attributable to:

- expenditure to be carried over to next year's program (\$21.583 million)
- the net expenditure saving of the capital program (\$3.177 million)
- expenditure carryover adjustments from the prior year's program (\$10.657 million)
- the increase in funded capital expenditure (\$180,000)

**Capital Income** for the year ended 30 June 2025 was \$4.606 million compared to the annual budget of \$10.539 million and the forecast of \$7.108 million determined at the March forecast review. The decreased income of \$5.933 million compared to budget is attributable to:

- income budgeted to be received in 2024-25 that is now expected to be received in 2025-26 (\$7.547 million)
- income budgeted to be received in 2023-24 that was received in 2024-25 (\$1.434 million)
- an increase in income received to fund the program (\$180,000)

**Transfers from the capital carryover over reserve** fund additional capital works required in 2024-25 to complete the 2023-24 program and income budgeted to be received in 2023-24 that was received 2024-25. The initial budgeted transfer from the reserve of \$6.765 million was adjusted to \$15.987 million after post budget adjustments.

**Transfers to the capital carryover over reserve** fund the capital works budgeted in 2024-25, now expected to be completed in 2025-26. Capital expenditure of \$21.583 million and income of \$7.547 million has been delayed and carried over into the next financial year.

## Hobsons Bay City Council – Financial Report for the period ended 30 June 2025

### 3. Available Funding Result

	Actual @ 30/6/25 \$'000	Budget 2024-25 \$'000	Forecast 2024-25 \$'000	Actual / Budget Variance \$'000
<b>Operating Surplus</b>	<b>22,798</b>	<b>20,701</b>	<b>18,103</b>	<b>2,097</b>
Less Items to be Capitalised	(51,029)	(66,865)	(59,408)	15,836
Less Principal repayments	(2,370)	(2,371)	(2,371)	1
Non-monetary contributions	(10,374)	-	-	(10,374)
Plus Proceeds from borrowings	-	7,000	-	(7,000)
Plus Transfers to/from Reserves	(437)	7,917	7,142	(8,354)
Plus Depreciation and Amortisation	36,976	33,468	36,385	3,508
Plus Book Value Assets Sold	4,487	200	200	4,287
<b>Available Funding Result</b>	<b>51</b>	<b>50</b>	<b>51</b>	<b>1</b>

### 4. Summary Cash Flow Statement

	Actual @ 30/6/25 \$'000	Budget 2024-25 \$'000	Forecast 2024-25 \$'000	Actual / Budget Variance \$'000
Cash flows from Operating Activities	58,509	59,949	57,861	(1,440)
Cash Flows from Investing Activities	(49,849)	(66,469)	(59,009)	16,620
Cash Flows from Financing Activities	(3,695)	3,568	(3,373)	(7,263)
<b>Net Increase/(Decrease) in cash held</b>	<b>4,965</b>	<b>(2,952)</b>	<b>(4,521)</b>	<b>7,917</b>
<b>Add Cash at beginning of the year</b>	<b>43,222</b>	<b>38,779</b>	<b>43,222</b>	<b>4,443</b>
<b>Cash at end of Financial Period</b>	<b>48,187</b>	<b>35,827</b>	<b>38,701</b>	<b>12,360</b>

The Summary Cash Flow Statement indicates that Council's cash and investment balance was \$48.187 million on 30 June 2025 compared to the original budget of \$35.827 million and the forecast of \$38.701 million determined during the March forecast review. The increase in year-end cash of \$12.360 million when compared to the original budget is mainly a result of:

- Capital works expenditure that will be completed next financial year (\$21.853 million)
- Not drawing down the new loan in 2024-25 (\$7 million)
- Capital income budgeted to be received in 2024-25 that is now expected to be received in 2025-26 (\$7.547 million)
- Change in payables and receivables, including the rates debt at year end.

## Hobsons Bay City Council – Financial Report for the period ended 30 June 2025

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

	Actual @ 30/6/25 \$'000	Budget 2024-25 \$'000	Forecast 2024-25 \$'000	Actual / Budget Variance \$'000
<b>Result from Ordinary Activities</b>	<b>22,798</b>	<b>20,701</b>	<b>18,103</b>	<b>2,097</b>
Depreciation & Amortisation	36,976	33,468	36,385	3,508
Impairment losses	416	690	313	(274)
(Gain) / Loss on Disposal of Property, Infrastructure, Plant & Equipment	4,066	(196)	(199)	4,262
Initial Asset recognition	-	-	-	-
Contributions - non-monetary assets	(10,374)	-	-	(10,374)
Net asset revaluation increment / (decrement)	-	-	-	-
Net movement in Operating Assets & Liabilities	4,587	5,286	3,259	(699)
<b>Net Cash Inflow/(Outflow) fom operating activities</b>	<b>58,469</b>	<b>59,949</b>	<b>57,861</b>	<b>(1,480)</b>

### 6. Summary Balance Sheet

	Actual @ 30/6/25 \$'000	Budget 2024-25 \$'000	Forecast 2024-25 \$'000	Actual / Budget Variance \$'000
Total Current Assets	75,487	54,312	64,340	21,175
Total Non-Current Assets	1,781,542	1,619,881	1,679,366	161,661
<b>Total Assets</b>	<b>1,857,029</b>	<b>1,674,193</b>	<b>1,743,706</b>	<b>182,836</b>
Total Current Liabilities	53,291	51,150	50,736	2,141
Total Non-Current Liabilities	16,226	22,254	16,226	(6,028)
<b>Total Liabilities</b>	<b>69,517</b>	<b>73,404</b>	<b>66,962</b>	<b>(3,887)</b>
<b>Net Assets</b>	<b>1,787,512</b>	<b>1,600,790</b>	<b>1,676,743</b>	<b>186,722</b>
<b>Represented By</b>				
Accumulated Surplus	665,774	681,458	670,679	(15,684)
Reserves	1,121,738	919,331	1,006,064	202,407
<b>Total Equity</b>	<b>1,787,512</b>	<b>1,600,790</b>	<b>1,676,743</b>	<b>186,722</b>

## **Hobsons Bay City Council – Financial Report for the period ended 30 June 2025**

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### **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 June 2025 review.

# Hobsons Bay City Council – Financial Report for the period ended 30 June 2025

## 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 sources 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

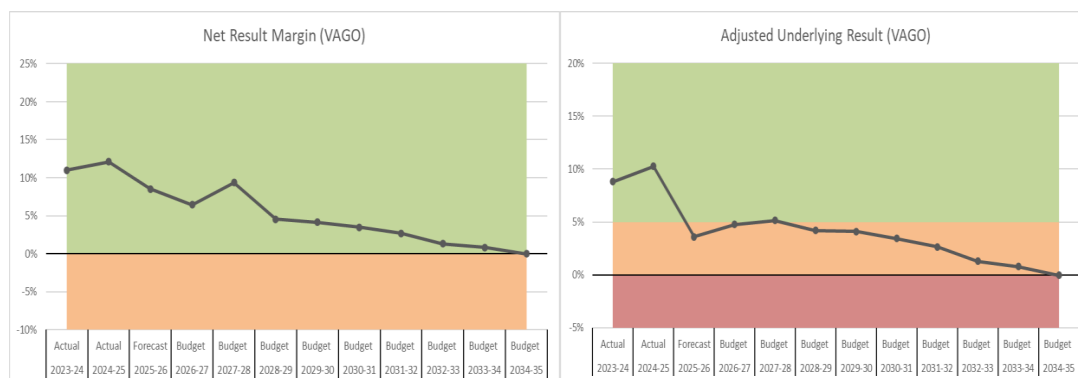
The **Adjusted Underlying Result (VAGO)** measures an entity's ability to generate surpluses in the ordinary course of business - excluding non-recurrent capital grants, non-monetary asset contributions, and other contributions to fund capital expenditure from net result. A surplus or increasing surplus 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's low VAGO financial sustainability risk ratings in relation to its Net Result Margin and Adjusted Underlying Result, are projected to decline over the durations of the Financial Plan. This is consistent with projections that Council's operational surpluses are declining. The declining trend increases the risk of ensuring that there is adequate funding available for ongoing and future commitments.

Council will need to closely monitor the trends of these indicators, as the results start to decline, moving into the medium risk categories.



## Hobsons Bay City Council – Financial Report for the period ended 30 June 2025

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.

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

Target: > 10 per cent

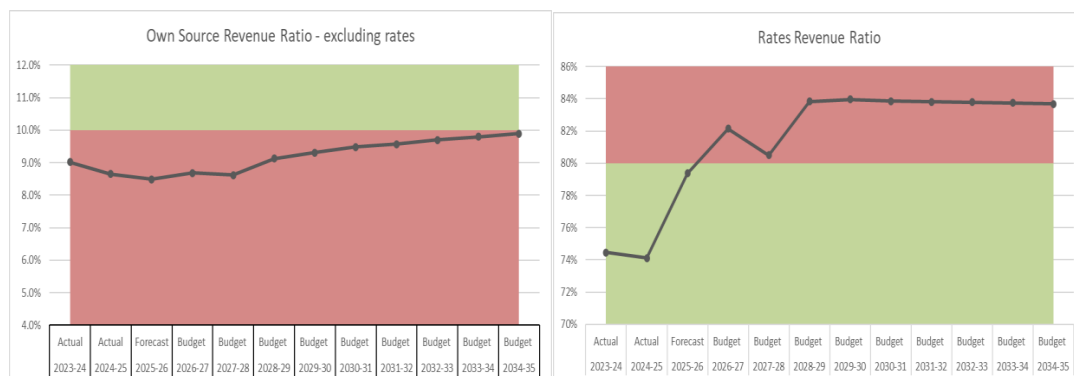
The **Rates Revenue Ratio** indicates the ability of Council to generate rates and its dependence on rates, when compared to total revenue.

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

Target: < 80 per cent

The improved trend of the Own Source Revenue Ratio (excluding rates) in later years is mainly due to estimated future increases in non-rate income (3 per cent) being higher than the estimated future rate cap (2 per cent).

Despite this, 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 projections 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.



# Hobsons Bay City Council – Financial Report for the period ended 30 June 2025

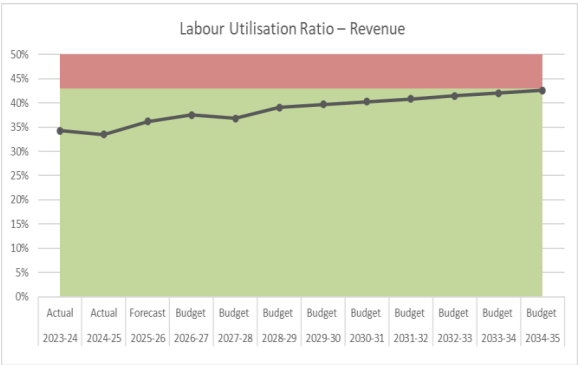
The **Labour Utilisation Ratio – Revenue** provides an overview of the organisation’s expenditure on internal labour as a proportion of total revenue. It is used to monitor and manage affordable internal employee costs and indicates the Council's sensitivity to changes in income.

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 projections indicate that Council will achieve its aim of managing employee labour costs at an ‘appropriate’ percentage of operating revenue.

The Labour Utilisation Ratio (Revenue) will need to be closely monitored as the trend indicates that the results will start to decline and move into the high risk category. The projected decline is generally a result of the assumed (yet to be determined) future enterprise agreement increases. Increases in Workcover premiums and the superannuation guarantee have also impacted this ratio.





# Hobsons Bay City Council – Financial Report for the period ended 30 June 2025

## 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

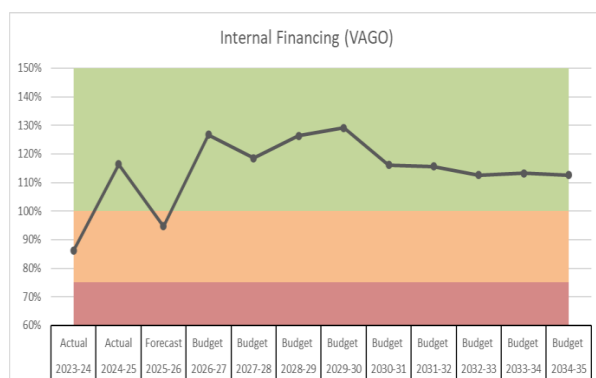
The capital works policy statements are measured by four indicators.

**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 achieve its targets to have low VAGO financial sustainability risk ratings in relation to Internal Financing from 2026-27, when Council's capital works program reduces to more manageable levels. Increased capital expenditure between 2023-24 and 2024-25 has been funded by reserves and loan borrowings.



**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.

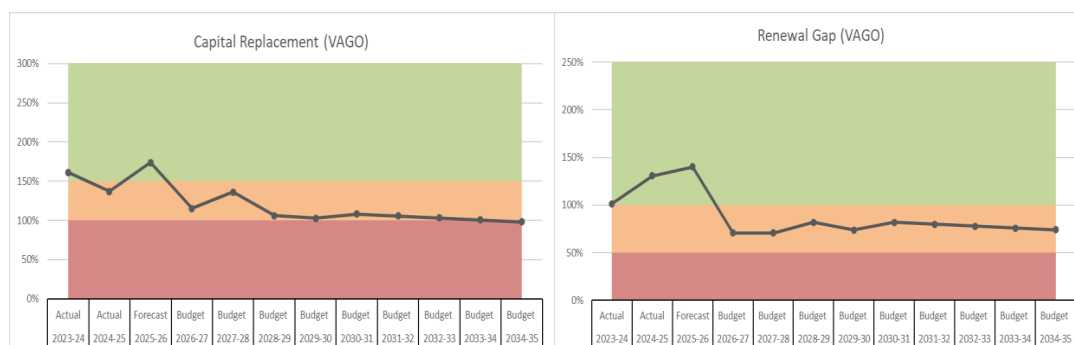
It is calculated by: Renewal and upgrade expenditure divided by Depreciation.

Target: > 100 per cent

## Hobsons Bay City Council – Financial Report for the period ended 30 June 2025

The Capital Replacement and Renewal Gap graphs below indicates that Council will generally achieve its targets and have low VAGO financial sustainability risk ratings in relation to Capital Replacement in 2024-25 and 2025-26. Council will need to increase its capital spend from 2026-27 to continue to achieve its Capital Replacement and Renewal Gap targets to ensure sufficient spending on Council's asset base.

Both graphs have been negatively impacted by the increased depreciation in 2023-24, 2024-25 (forecast), and beyond, generally resulting from significant asset revaluations.

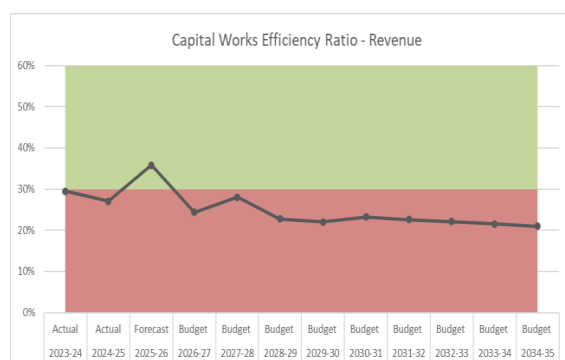


The **Capital Works Efficiency Ratio – Revenue** compares the rate of spending on new infrastructure, property, plant and equipment with total revenue.

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 = 24.3 per cent over the next 10 years) in relation to the Capital Works Efficiency Ratio – Revenue. Current projections 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.



Council will need to closely monitor the trends of these Capital Works indicators, particularly, as the results start to decline from 2026-27.

# Hobsons Bay City Council – Financial Report for the period ended 30 June 2025

## 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.

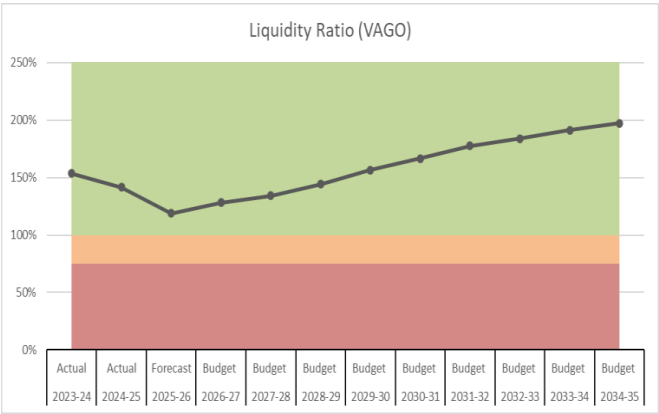
It is calculated by: Current assets divided by Current liabilities.

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 projections indicate that Council will achieve its aim to ensure that there are no immediate issues with repaying short-term liabilities as they fall due.

Council's cash predictions and the Liquidity Ratio in the early years of the Financial Plan have been impacted by the decision not to borrow \$7 million included in the original 2024-25 budget.

The ratio is inflated due to funds held in the General Purpose and developer contribution reserves. Investigations are taking place to determine when these reserves will be required to increase the funding levels of the Capital Works Program. This would result in a decrease the liquidity ratio (and cash) but would (generally) improve the Capital Works indicators.



## Hobsons Bay City Council – Financial Report for the period ended 30 June 2025

**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.

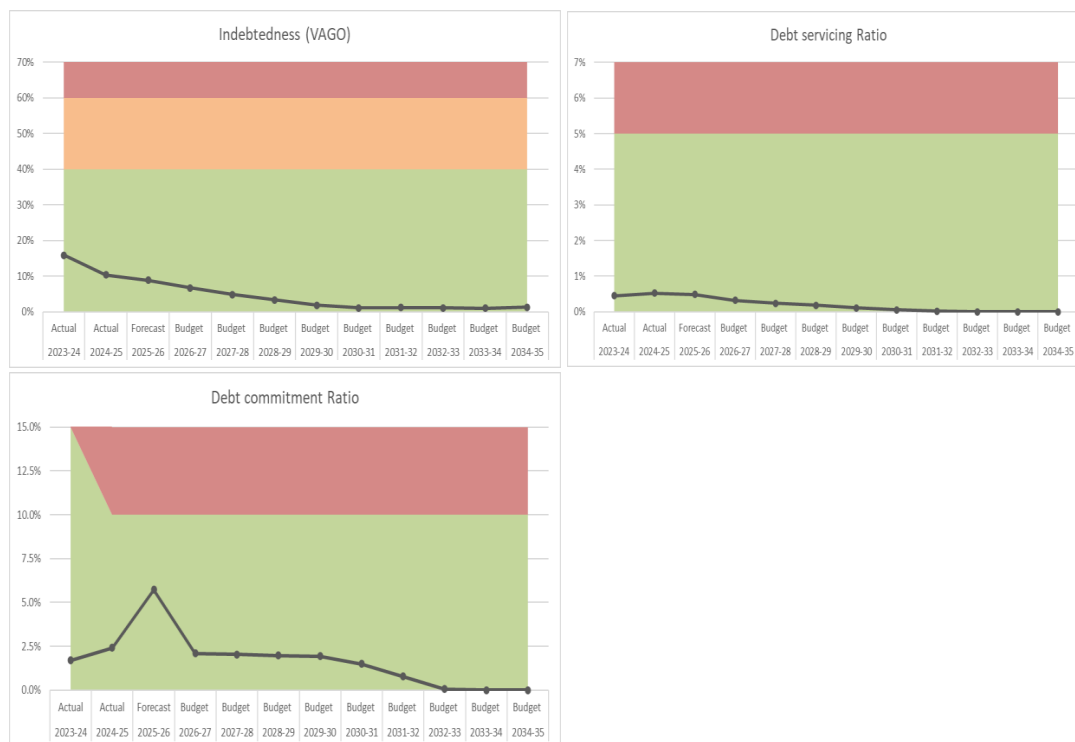
Target: < 5 per cent

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 borrowing funds in 2021-22, 2022-23 and 2023-24 the graphs below indicate that Council will achieve its targets in relation to Indebtedness, the Debt Servicing Ratio and the Debt Commitment Ratio. Current projections 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 2024-25	EXPENDITURE					INCOME				
	Adopted Budget	Post Budget adjustments	Revised Budget	YTD Actuals	Proposed Carryover / (Brought Forward)	Adopted Budget	Post Budget adjustments	Revised Budget	YTD Actuals	Proposed (Carryover) / Brought Forward
<b>Arts &amp; Culture</b>										
Cultural Heritage - New	295,000	12,000	307,000	56,794	40,000	0	0	0	0	0
<b>Capital Works</b>										
Public Toilet Program	12,715,000	941,500	13,656,500	8,419,023	4,680,000	(5,720,000)	(156,229)	(5,876,229)	(1,048,246)	(4,794,991)
Better Places - Seabrook and Altona Meadows	2,380,000	(35,000)	2,345,000	786,597	1,602,000	0	0	0	0	0
Mechanics Institute	785,000	20,000	805,000	87,546	753,000	(500,000)	0	(500,000)	0	(500,000)
Kororoit Creek Development	0	488,000	488,000	21,085	476,000	0	0	0	0	0
Tree Planting	1,794,000	300,000	2,094,000	1,350,814	642,000	0	0	0	(146,750)	0
Better Places - Brooklyn and Altona North	1,110,000	322,000	1,432,000	523,879	834,500	0	0	0	(270,000)	270,000
Laverton Swim Centre (Future Plan)	0	420,000	420,000	2,303,635	198,000	0	0	0	0	0
Drainage Upgrades - Various	1,910,000	114,000	2,024,000	983,044	577,500	0	0	0	0	0
Sporting Grd Infrast/Floodlighting	400,000	0	400,000	291,293	0	(160,000)	0	(160,000)	(115,000)	(45,000)
Kindergarten Program	280,000	144,000	424,000	117,979	185,000	0	(60,631)	(60,631)	0	(60,631)
Sporting Ground Redevelopments	1,300,000	175,000	1,475,000	1,400,156	146,000	(520,000)	0	(520,000)	(570,000)	0
Community Parks and Playgrounds New and Upgrade	358,000	422,000	780,000	610,304	78,500	0	0	0	0	0
Irrigation new, upgrades and renewals	195,000	205,000	400,000	289,273	115,000	0	0	0	0	0
Community Gardens	1,015,000	1,059,000	2,074,000	2,185,413	66,000	(187,500)	0	(187,500)	(290,500)	0
Court Renewal Program	420,000	3,700	423,700	595,380	26,500	0	0	0	0	0
Excellence Hubs	2,303,700	24,300	2,328,000	1,587,413	110,000	0	(16,977)	(16,977)	0	(16,977)
Civic Centre – Public EV Charger Replacement	0	0	0	50,191	(48,000)	0	0	0	0	0
HD Graham Reserve Future Development	0	3,000	3,000	0	0	0	0	0	0	0
Newport Park Athletic Track Masterplan	80,000	0	80,000	86,836	0	0	0	0	0	0
Dennis Reserve	0	40,000	40,000	13,719	0	0	0	0	0	0
Croft Reserve	13,000	2,000	15,000	15,671	0	0	0	0	0	0
Better Places - Laverton	0	7,000	7,000	2,500	0	0	0	0	0	0
Pier Street upgrade	110,000	0	110,000	99,999	0	0	0	0	0	0
Drainage Renewal Program	925,000	1,356,500	2,281,500	555,394	800,000	0	0	0	0	0
Footpath Renewal Program	800,000	300,000	1,100,000	504,438	495,500	0	0	0	0	0
Pit Upgrade Program	90,000	20,000	110,000	0	0	0	0	0	0	0
<b>Community Learning and Service Centres</b>										
Library Collections	1,000,000	51,000	1,051,000	877,094	0	0	0	0	0	0
<b>Engineering Services</b>										
Stitch in Time Road Resurfacing	4,845,000	(254,000)	4,591,000	5,457,629	(383,607)	(477,000)	(88,758)	(565,758)	0	(565,758)
Better Places - Laverton	2,312,000	1,083,000	3,395,000	3,749,344	665,000	(80,000)	0	(80,000)	0	(48,000)
Blackspot Funding	1,744,500	17,000	1,761,500	2,129,280	180,000	0	(484,000)	(484,000)	(286,301)	(197,699)
Car Park Renewal Program	150,000	307,000	457,000	382,807	132,000	0	(50,000)	(50,000)	0	(50,000)

Capital Works Program 2024-25	EXPENDITURE					INCOME				
	Adopted Budget	Post Budget adjustments	Revised Budget	YTD Actuals	Proposed Carryover / (Brought Forward)	Adopted Budget	Post Budget adjustments	Revised Budget	YTD Actuals	Proposed (Carryover) / Brought Forward
Road Rehabilitation Program	50,000	0	50,000	0	40,000	0	0	0	0	0
Unsealed Laneways	380,000	(235,000)	145,000	131,422	0	0	0	0	0	0
Ross Road Altona North Construction	2,141,000	0	2,141,000	2,651,804	0	(1,670,000)	0	(1,670,000)	0	(1,252,500)
Footpath New Program	45,000	390,000	435,000	58,789	0	0	0	0	(13,201)	0
Shared Trails Renewal Program	160,000	40,000	200,000	162,523	0	0	0	0	0	0
Open Space Upgrades	2,195,000	318,000	2,513,001	765,501	1,768,000	0	(13,803)	(13,803)	0	(13,803)
<b>ICT</b>										
ICT Strategy and Infrastructure	1,200,000	252,000	1,452,000	395,756	0	(15,000)	0	(15,000)	(14,058)	0
<b>Open Space &amp; City Design</b>										
Williamstown Foreshore Precinct	8,965,500	22,500	8,988,000	7,985,471	573,000	(550,000)	500,000	(50,000)	(25,000)	(25,000)
Coastal Marine Management Plan	50,000	0	50,000	13,282	36,500	0	0	0	0	0
<b>Parks</b>										
Vehicle Plant Replacement Program	3,570,000	(394,000)	3,176,000	1,847,783	1,328,000	0	0	0	(24,000)	0
Open Space Asset Renewal	500,000	0	500,000	506,129	136,500	0	0	0	0	0
Bio-Diversity Strategy	325,000	63,000	388,000	224,993	62,000	0	0	0	0	0
Fencing Renewal Program	160,000	58,000	218,000	197,696	15,000	0	0	0	0	0
Williamstown Botanic Gardens	60,000	0	60,000	56,588	0	0	0	0	0	0
Truganina Explosives Reserve	65,000	0	65,000	53,668	0	0	0	0	0	0
Elm Tree Management	0	55,000	55,000	73,356	0	0	0	0	0	0
<b>PMO</b>										
Bruce Comben Masterplan	0	560,000	560,000	214,819	0	0	0	0	0	0
Greenhouse Strategy	850,000	(850,000)	0	929,661	0	0	0	0	0	0
<b>Strategy, Economy &amp; Sustainability</b>										
Waste Management	1,530,000	740,000	2,270,000	1,020,096	398,000	(127,000)	(127,000)	(254,000)	(127,337)	0
<b>Traffic &amp; Transport</b>										
Road Rehabilitation Program	4,095,000	1,535,000	5,630,000	2,301,861	3,047,000	(477,000)	(895,644)	(1,372,644)	(1,625,914)	(200,000)
Traffic Management	1,542,000	492,000	2,034,000	252,911	1,684,000	(55,113)	(41,200)	(96,313)	(49,813)	(46,500)
Street Lighting - Minor Works	2,345,000	62,000	2,407,000	257,067	124,000	0	0	0	0	0
	<b>69,558,700</b>	<b>10,656,500</b>	<b>80,215,201</b>	<b>55,635,707</b>	<b>21,582,893</b>	<b>(10,538,613)</b>	<b>(1,434,241)</b>	<b>(11,972,854)</b>	<b>(4,606,119)</b>	<b>(7,546,858)</b>

# **Hobsons Bay City Council ANNUAL FINANCIAL REPORT**

***For the 12 month period ended 30 June 2025***

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## **Certification of the Financial Statements**

In my opinion, the accompanying financial statements have been prepared in accordance with the *Local Government Act 2020*, the *Local Government (Planning and Reporting) Regulations 2020*, the Australian Accounting Standards and other mandatory professional reporting requirements.

*Hamish Munro, CPA*

**Principal Accounting Officer**

**Dated :** 23 September 2025  
*Altona*

In our opinion, the accompanying financial statements present fairly the financial transactions of the Hobsons Bay City Council for the year ended 30 June 2025 and the financial position of the Council as at that date.

At the date of signing, we are not aware of any circumstances that would render any particulars in the financial statements to be misleading or inaccurate.

We have been authorised by the Council and by the *Local Government (Planning and Reporting) Regulations 2020* to certify the financial statements in their final form.

*Cr. Daria Kellander*

**Mayor**

**Dated :** 23 September 2025  
*Altona*

*Cr Kristin Bishop*

**Councillor**

**Dated :** 23 September 2025  
*Altona*

*Kerry Thompson*

**Interim Chief Executive Officer**

**Dated :** 23 September 2025  
*Altona*

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## Comprehensive Income Statement For the 12 month period ended 30 June 2025

	Note	2025 \$'000	2024 \$'000
<b>Income</b>			
Rates and charges	3.1	139,887	132,371
Statutory fees and fines	3.2	4,944	5,180
User fees	3.3	6,161	5,677
Grants - operating	3.4	12,539	8,050
Grants - capital	3.4	4,402	4,762
Contributions - monetary	3.5	5,216	4,860
Contributions - non-monetary	3.5	10,374	11,673
Fair value adjustments for assets held for sale	6.1	-	211
Other income	3.7	5,211	4,955
<b>Total income</b>		<b>188,734</b>	<b>177,740</b>
<b>Expenses</b>			
Employee costs	4.1	63,263	60,911
Materials and services	4.2	59,477	56,794
Depreciation	4.3	36,666	32,659
Depreciation - right of use assets	4.4	310	359
Allowance for impairment losses	4.5	416	354
Net loss on disposal of property, infrastructure, plant and equipment	3.6	4,066	5,613
Borrowing costs	4.6	1,001	799
Finance costs - leases	4.7	18	38
Other expenses	4.8	719	655
<b>Total expenses</b>		<b>165,936</b>	<b>158,182</b>
<b>Surplus for the year</b>		<b>22,798</b>	<b>19,558</b>
<b>Other comprehensive income</b>			
<b>Items that will not be reclassified to surplus or deficit in future periods</b>			
Net asset revaluation gain	6.2	106,075	74,653
<b>Total other comprehensive income</b>		<b>106,075</b>	<b>74,653</b>
<b>Total comprehensive result</b>		<b>128,873</b>	<b>94,211</b>

The above comprehensive income statement should be read in conjunction with the accompanying notes.

## Balance Sheet As at 30 June 2025

	Note	2025 \$'000	2024 \$'000
<b>Assets</b>			
<b>Current assets</b>			
Cash and cash equivalents	5.1	20,188	21,222
Trade and other receivables	5.1	24,988	23,496
Other financial assets	5.1	28,000	22,000
Inventories	5.2	34	31
Prepayments	5.2	1,922	1,360
Other assets	5.2	355	339
<b>Total current assets</b>		<b>75,487</b>	<b>68,448</b>
<b>Non-current assets</b>			
Trade and other receivables	5.1	16	76
Right-of-use assets	5.8	110	421
Non-current assets classified as held for sale	6.1	-	3,000
Property, infrastructure, plant and equipment	6.2	1,766,537	1,640,033
Investment property	6.3	14,880	14,880
<b>Total non-current assets</b>		<b>1,781,543</b>	<b>1,658,409</b>
<b>Total assets</b>		<b>1,857,030</b>	<b>1,726,857</b>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Trade and other payables	5.3	22,929	16,376
Trust funds and deposits	5.3	9,748	10,797
Contract and other liabilities	5.3	1,435	2,890
Interest-bearing liabilities	5.4	7,475	2,370
Provisions	5.5	11,589	11,832
Lease liabilities	5.8	115	319
<b>Total current liabilities</b>		<b>53,291</b>	<b>44,585</b>
<b>Non-current liabilities</b>			
Interest-bearing liabilities	5.4	14,869	22,344
Provisions	5.5	1,357	1,194
Lease liabilities	5.8	-	93
<b>Total non-current liabilities</b>		<b>16,226</b>	<b>23,632</b>
<b>Total liabilities</b>		<b>69,517</b>	<b>68,217</b>
<b>Net assets</b>		<b>1,787,513</b>	<b>1,658,640</b>
<b>Equity</b>			
Accumulated surplus		661,972	641,965
Reserves	9.1	1,125,541	1,016,675
<b>Total equity</b>		<b>1,787,513</b>	<b>1,658,640</b>

The above balance sheet should be read in conjunction with the accompanying notes.

## Statement of Changes in Equity For the 12 month period ended 30 June 2025

	Note	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
<b>2025</b>					
Balance at beginning of the financial year		1,658,640	641,965	983,192	33,483
Opening balance adjustment	9.4 (a)	-	(2,021)	2,021	-
		<u>1,658,640</u>	<u>639,944</u>	<u>985,213</u>	<u>33,483</u>
Surplus for the year		22,798	22,798	-	-
Net asset revaluation gain	9.1 (a)	106,075	-	106,075	-
Transfers to other reserves	9.1 (b)	-	(28,414)	-	28,414
Transfers from other reserves	9.1 (b)	-	27,644	-	(27,644)
		<u>128,873</u>	<u>22,028</u>	<u>106,075</u>	<u>770</u>
<b>Balance at end of the financial year</b>		<b><u>1,787,513</u></b>	<b><u>661,972</u></b>	<b><u>1,091,289</u></b>	<b><u>34,253</u></b>

		Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
<b>2024</b>					
Balance at beginning of the financial year		1,562,942	623,151	908,539	31,252
Opening balance adjustment	9.4 (b)	1,487	1,487	-	-
		<u>1,564,429</u>	<u>624,638</u>	<u>908,539</u>	<u>31,252</u>
Surplus for the year		19,558	19,558	-	-
Net asset revaluation gain	9.1 (a)	74,653	-	74,653	-
Transfers to other reserves	9.1 (b)	-	(22,803)	-	22,803
Transfers from other reserves	9.1 (b)	-	20,572	-	(20,572)
		<u>1,658,640</u>	<u>641,965</u>	<u>983,192</u>	<u>33,483</u>
<b>Balance at end of the financial year</b>		<b><u>1,658,640</u></b>	<b><u>641,965</u></b>	<b><u>983,192</u></b>	<b><u>33,483</u></b>

The above statement of changes in equity should be read in conjunction with the accompanying notes.

## Statement of Cash Flows

### For the 12 month period ended 30 June 2025

		2025 Inflows/ (Outflows) \$'000	2024 Inflows/ (Outflows) \$'000
	Note		
<b>Cash flows from operating activities</b>			
Rates and charges		137,894	128,286
Statutory fees and fines		4,503	4,634
User fees		6,608	6,198
Grants - operating		11,085	7,193
Grants - capital		4,402	4,582
Contributions - monetary		5,216	4,860
Interest received		1,999	1,562
Trust funds and deposits taken		866	1,532
Trust funds and deposits repaid		(1,915)	(907)
Other receipts		4,282	3,615
Net GST refund		9,552	9,927
Employee costs		(62,596)	(61,258)
Materials and services		(63,387)	(64,917)
<b>Net cash provided by operating activities</b>	9.2	<b>58,509</b>	<b>45,307</b>
<b>Cash flows from investing activities</b>			
Payments for property, infrastructure, plant and equipment	6.2	(50,269)	(52,642)
Proceeds from sale of property, infrastructure, plant and equipment		421	438
Redemption of (payments for) investments		(6,000)	(2,000)
<b>Net cash used in investing activities</b>		<b>(55,848)</b>	<b>(54,204)</b>
<b>Cash flows from financing activities</b>			
Finance costs		(988)	(745)
Proceeds from borrowings		-	7,000
Repayment of borrowings		(2,370)	(1,453)
Interest paid - lease liability		(18)	(38)
Repayment of lease liabilities		(319)	(244)
<b>Net cash provided by financing activities</b>		<b>(3,695)</b>	<b>4,520</b>
Net increase (decrease) in cash and cash equivalents		(1,034)	(4,377)
Cash and cash equivalents at the beginning of the financial year		21,222	25,599
<b>Cash and cash equivalents at the end of the financial year</b>		<b>20,188</b>	<b>21,222</b>
 Financing arrangements	 5.6		

The above statement of cash flows should be read in conjunction with the accompanying notes.



## Statement of Capital Works For the 12 month period ended 30 June 2025

	Note	2025 \$'000	2024 \$'000
<b>Property</b>			
Buildings		10,903	12,690
Heritage buildings		115	91
<b>Total buildings</b>		<b>11,018</b>	<b>12,781</b>
<b>Total property</b>		<b>11,018</b>	<b>12,781</b>
<b>Plant and equipment</b>			
Heritage plant and equipment		8	62
Plant, machinery and equipment		1,771	3,862
Fixtures, fittings and furniture		2,994	4,029
Computers and telecommunications		477	777
Library books		738	437
<b>Total plant and equipment</b>		<b>5,988</b>	<b>9,167</b>
<b>Infrastructure</b>			
Roads		10,853	11,285
Bridges		2,798	331
Footpaths and cycleways		2,699	3,548
Drainage		2,881	3,451
Recreational, leisure and community facilities		1,261	1,483
Waste management		832	513
Parks, open space and streetscapes		12,104	8,358
Off street car parks		595	1,416
<b>Total infrastructure</b>		<b>34,023</b>	<b>30,385</b>
<b>Total capital works expenditure</b>		<b>51,029</b>	<b>52,333</b>
<b>Represented by:</b>			
New asset expenditure		3,117	19,264
Asset renewal expenditure		19,533	14,114
Asset upgrade expenditure		28,379	18,955
<b>Total capital works expenditure</b>		<b>51,029</b>	<b>52,333</b>

The above statement of capital works should be read in conjunction with the accompanying notes.

## Notes to the Financial Report For the 12 month period ended 30 June 2025

### Note 1 OVERVIEW

#### Introduction

Hobsons Bay City Council was established by an Order of the Governor in Council on 22 June 1994 and is a body corporate. The Council's main office is located at 115 Civic Parade, Altona.

#### Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and Notes accompanying these financial statements. The general purpose financial report complies with the Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 2020*, and the *Local Government (Planning and Reporting) Regulations 2020*.

The Council is a not-for-profit entity and therefore applies the additional AUS paragraphs applicable to a not-for-profit entity under the Australian Accounting Standards.

#### Accounting policy information

##### 1.1 Basis of accounting

Accounting policies are selected and applied in a manner which ensures that the resulting financial information satisfies the concepts of relevance and reliability, thereby ensuring that the substance of the underlying transactions or other events is reported. Specific accounting policies applied are disclosed in sections where the related balance or financial statement matter is disclosed.

The accrual basis of accounting has been used in the preparation of these financial statements, except for the cash flow information, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

The financial statements are based on the historical cost convention unless a different measurement basis is specifically disclosed in the notes to the financial statements.

The financial statements have been prepared on a going concern basis. The financial statements are in Australian dollars. The amounts presented in the financial statements have been rounded to the nearest thousand dollars unless otherwise specified. Minor discrepancies in tables between totals and the sum of components are due to rounding.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, infrastructure, plant and equipment (refer to Note 6.2)
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to Note 6.2)
- the determination of employee provisions (refer to Note 5.5)
- the determination of whether performance obligations are sufficiently specific so as to determine whether an arrangement is within the scope of AASB 15 Revenue from Contracts with Customers or AASB 1058 Income of Not-for-Profit Entities (refer to Note 3)
- the determination, in accordance with AASB 16 Leases, of the lease term, the estimation of the discount rate when not implicit in the lease and whether an arrangement is in substance short-term or low value (refer to Note 5.8)
- whether or not AASB 1059 Service Concession Arrangements: Grantors is applicable
- other areas requiring judgements

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

#### Goods and Services Tax (GST)

Income and expenses are recognised net of the amount of associated GST. Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the taxation authority is included with other receivables or payables in the balance sheet.

## Notes to the Financial Report For the 12 month period ended 30 June 2025

### Note 2 ANALYSIS OF OUR RESULTS

#### 2.1 Performance against budget

The performance against budget notes compare Council's financial plan, expressed through its annual budget, with actual performance. The *Local Government (Planning and Reporting) Regulations 2020* requires explanation of any material variances. Council has adopted a materiality threshold of 10 percent or one million dollars where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

These notes are prepared to meet the requirements of the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

#### 2.1.1 Income and expenditure

	Budget 2025 \$'000	Actual 2025 \$'000	Variance \$'000	Variance %	Ref
<b>Income</b>					
Rates and charges	137,252	139,887	2,635	2%	1
Statutory fees and fines	5,490	4,944	(547)	(10%)	2
User fees	5,476	6,161	685	13%	3
Grants - operating	10,229	12,539	2,310	23%	4
Grants - capital	10,539	4,402	(6,136)	(58%)	5
Contributions - monetary	4,054	5,216	1,162	29%	6
Contributions - non-monetary	-	10,374	10,374	-	7
Net gain on disposal of property, infrastructure, plant and equipment	196	-	(196)	(100%)	8
Other income	4,564	5,211	647	14%	9
<b>Total income</b>	<b>177,800</b>	<b>188,734</b>	<b>10,934</b>	<b>6%</b>	
<b>Expenses</b>					
Employee costs	63,939	63,263	676	1%	10
Materials and services	56,595	59,477	(2,882)	(5%)	11
Depreciation	33,156	36,666	(3,510)	(11%)	12
Depreciation - right of use assets	312	310	2	1%	
Allowance for impairment losses	690	416	274	40%	13
Net (loss) on disposal of property, infrastructure, plant and equipment	-	4,066	(4,066)	-	8
Borrowing costs	1,061	1,001	60	6%	14
Finance costs - leases	18	18	(0)	0%	
Other expenses	1,328	719	609	46%	15
<b>Total expenses</b>	<b>157,100</b>	<b>165,936</b>	<b>(8,837)</b>	<b>(6%)</b>	
<b>Surplus for the year</b>	<b>20,700</b>	<b>22,798</b>	<b>2,097</b>	<b>10%</b>	

#### (i) Explanation of material variations

- Rates and charges** were \$2.635 million over budget. The main increases relate to the amount originally raised as rates (\$1.293 million), and supplementary rates (\$665,000), which are both due to property development. The other significant increase related to interest on rates (\$575,000).
- Statutory fees and fines** were \$547,000 under budget. The main decreases relate to town planning applications (\$464,000), and parking fines associated with turning off the parking meters during winter (\$181,000). The most significant increase related to election fines (\$133,000).
- User fees** were \$685,000 over budget. The main increases relate to private subdivision supervision (\$306,000), developer landscaping (\$274,000), town planning fees (\$132,000), and venues income (\$109,000). The main decrease related to road open/reinstatement fees (\$159,000).

## Notes to the Financial Report For the 12 month period ended 30 June 2025

- 4 **Operating grants** were \$2.310 million over budget. The most significant increase relates to the timing of the Commonwealth Financial Assistance grants (\$1.736 million). There were also increases with Commonwealth Home Support (\$749,000), and Home and Community Care for Young People (\$74,000) funding both retained from previous financial years. Other significant increases relate to Community Home Support delayed payment from the previous year (\$198,000), maternal and child health (\$115,000), school focus youth services (\$94,000), school crossings (\$83,000), Better Boating Victoria and boat ramps (\$81,000), early years CALD outreach (\$64,000), the Document Management Enhancement project (\$60,000) and Liveable Waterways funding (\$45,000). The most significant decrease relates to Commonwealth funding for centre based and cottage respite. The program was withdrawn and did not proceed in 2024-25. It is offset against reductions in expenditure (\$973,000). The other significant decrease relates to the Level Crossing Removal Project (\$200,000).
- 5 **Capital grants** were \$6.137 million under budget. The decrease is mainly due to grants now expected to be received in 2025-26 (\$7.547 million). Additional grants were received in 2024-25 that were originally budgeted to be received in 2023-24 (\$1.434 million), and there was a net decrease in unbudgeted grants received to fund the program (\$24,000).
- 6 **Monetary contributions** were \$1.162 million over budget. The main increases relate to open space contributions (\$928,000), contributions towards Council assets (\$204,000), and street tree planting (\$131,000). The main decrease relates to Altona North Precinct 15 (\$113,000).
- 7 **Non-monetary contributions** valued at \$10.374 million were received during the year. This relates to the value of land, roads, drains, footpaths and cycleway assets that have been completed by developers.
- 8 **Net loss on disposal of property, infrastructure, plant and equipment** of \$4.066 million compared to the budgeted profit of \$196,000. The loss generally relates to the write-off of assets replaced as part of Council's capital works program. This includes parks and open space (\$1.639 million), buildings (\$796,000), roads (\$735,000), footpaths and cycleways (\$415,000), drainage (\$297,000), furniture and fittings (\$240,000), and bridges (\$199,000). A profit was made on the sale of plant (\$301,000).
- 9 **Other income** was \$647,000 over budget mainly because of additional interest on investments, resulting from higher cash levels throughout the year.
- 10 **Employee costs** were \$676,000 under budget. The savings are generally due to short-term vacancies exceeding budget expectations.
- 11 **Materials and services** were \$2.882 million over budget. The increase is a result of Work in Progress from previous years which have not been capitalised (\$2.821 million) and operational projects transferred from the Capital Works Program (\$1.913 million). These costs do not add to Council's asset base. They are a transfer of costs rather than an additional cost from a financial perspective. Significant increases relate to the IT annual software maintenance (\$555,000), legal fees (\$464,000), Winter Activation project – carried over from the previous financial year (\$357,000), property and fleet insurance premiums (\$284,000), and the Council investigation (\$259,000). The most significant decreases relate to a delay in implementing the ICT Strategy (\$1.614 million), centre based and cottage respite contracts (\$921,000), waste services (\$593,000), corporate services professional services (\$390,000), and strategic planning scheme amendments (\$326,000).
- 12 **Depreciation** was \$3.509 million over budget. The increase is due to purchases and revaluations that occurred late in the last financial year. This relates mainly to Roads; Footpaths and cycleways; Furniture and fittings; and Buildings asset classes.
- 13 **Allowance for impairment losses** was \$274,000 below budget. This generally relates to a reduction in doubtful debts relating to unpaid parking fines (\$276,000).
- 14 **Borrowing costs** were \$60,000 under budget, resulting from Council's decision not to draw down a new \$7 million loan in April 2025 that was included in the budget.
- 15 **Other expenses** were \$609,000 under budget. The decrease is caused by a reallocation of telecommunication costs to materials and services (\$449,000), and delaying the purchase of carbon offset until next financial year (\$176,000).

## Notes to the Financial Report For the 12 month period ended 30 June 2025

### 2.1.2 Capital works

	Budget 2025 \$'000	Actual 2025 \$'000	Variance \$'000	Variance %	Ref
<b>Property</b>					
Buildings	18,054	10,903	(7,151)	(40%)	1
Heritage buildings	785	115	(670)	(85%)	2
<b>Total buildings</b>	<b>18,839</b>	<b>11,018</b>	<b>(7,821)</b>	<b>(42%)</b>	
<b>Total property</b>	<b>18,839</b>	<b>11,018</b>	<b>(7,821)</b>	<b>(42%)</b>	
<b>Plant and equipment</b>					
Heritage plant and equipment	45	8	(37)	(81%)	
Plant, machinery and equipment	3,570	1,771	(1,799)	(50%)	3
Fixtures, fittings and furniture	50	2,994	2,944	5,887%	4
Computers and telecommunications	1,460	477	(983)	(67%)	5
Library books	1,000	738	(262)	(26%)	6
<b>Total plant and equipment</b>	<b>6,125</b>	<b>5,988</b>	<b>(137)</b>	<b>(2%)</b>	
<b>Infrastructure</b>					
Roads	16,684	10,853	(5,831)	(35%)	7
Bridges	2,152	2,798	646	30%	8
Footpaths and cycleways	1,207	2,699	1,492	124%	9
Drainage	2,875	2,881	6	0%	10
Recreational, leisure and community facilities	1,095	1,261	166	15%	11
Waste management	1,146	832	(314)	(27%)	12
Parks, open space and streetscapes	15,071	12,104	(2,967)	(20%)	13
Other Assets	822	-	(822)	(100%)	14
Off street car parks	850	595	(255)	(30%)	15
<b>Total infrastructure</b>	<b>41,902</b>	<b>34,023</b>	<b>(7,879)</b>	<b>(19%)</b>	
<b>Total capital works expenditure</b>	<b>66,866</b>	<b>51,029</b>	<b>(15,837)</b>	<b>(24%)</b>	
<b>Represented by:</b>					
New asset expenditure	4,573	3,117	(1,456)	(32%)	16
Asset renewal expenditure	25,583	19,533	(6,050)	(24%)	16
Asset upgrade expenditure	36,710	28,379	(8,331)	(23%)	16
<b>Total capital works expenditure</b>	<b>66,866</b>	<b>51,029</b>	<b>(15,837)</b>	<b>(24%)</b>	

#### (i) Explanation of material variations

- 1 **Buildings** were under budget by \$7.151 million.  
Projects totalling \$6.173 million were delayed due to adjustments in project scope after community consultation and alignment with project budgets. The most significant projects now expected to be completed in 2025-26 include the Williamstown Lifesaving Club (\$5.325 million), and the Wetlands Centre (\$1.062 million).  
Expenditure of \$2.944 million was reallocated to furniture and fittings as the specific allocation between these asset categories was unknown at the time of developing the budget.  
The most significant additional expenditure related to the Laverton Swim Centre (\$2.082 million).
- 2 **Heritage buildings** were under budget by \$670,000.  
Projects totalling \$773,000, most significantly the Mechanics Institutes, have been delayed and are now expected to be completed in 2025-26.  
The most significant additional expenditure related to the building renewal program (\$62,000).
- 3 **Plant, machinery and equipment** was under budget by \$1.799 million.  
Purchased of plant totalling \$1.328 million have been delayed and are now expected to be acquired in 2025-26.

## Notes to the Financial Report For the 12 month period ended 30 June 2025

- 4 **Fixtures, furniture and fittings** expenditure of \$2.944 million was generally allocated to buildings in the original budget as the specific allocation between these asset categories was unknown at the time of developing the budget. The most significant projects relate to the solar program (\$1.548 million), building renewals (\$825,000), sporting redevelopments (\$342,000), and the Laverton Swim Centre (\$222,000).
- 5 **Computers and telecommunications** was under budget by \$983,000.  
The reduction is generally a result of software licencing being transferred to materials and services.
- 6 **Library books** and resources were under budget by \$262,000. Some items purchased were not capitalised (\$139,000), while the rest of the budget was not required.
- 7 **Roads** were under budget by \$5.831 million.  
Project totalling \$4.462 million were delayed and are now expected to be completed in 2025-26.  
The most significant reduction relates to LED street lighting as the responsibility for this program has now shifted to Distribution Network Service Provides (\$2.006 million).  
There are also variations in relation to funds transferred to drainage (\$1.550 million) and footpaths (\$887,000), while funds have been transferred from other assets (\$822,000).  
The most significant additional expenditure related to the Altona Ford bridge, and the road rehabilitation (\$381,000) and road safety (\$368,000) programs.
- 8 **Bridges** were over budget by \$646,000.  
The over expenditure related to the bridge renewal program (\$1.148 million), including the Altona Ford bridge.  
Projects totalling \$665,000 have been delayed and are now expected to be completed in 2025-26.
- 9 **Footpaths and cycleways** were over budget by \$1.492 million.  
The most significant over expenditures have generally been reallocated from other asset categories original budgets, most significantly roads (\$887,000), and Parks and open space (\$950,000).  
Projects totalling \$634,000 have been delayed and are now expected to be completed in 2025-26.
- 10 **Drainage** was over budget by \$6,000.  
The most significant variations relate to additional expenditure of \$1.550 million that was reallocated from roads, while \$1.568 million has been delayed and is now expected to be completed in 2025-26.
- 11 **Recreational, leisure and community facilities** were over budget by \$166,000.  
The most significant variations relate to additional expenditure reallocated from parks and open space (\$98,000) and the building renewal program (\$89,000).
- 12 **Waste management** was under budget by \$314,000.  
Projects totalling \$228,000 have been delayed and are now expected to be completed in 2025-26.
- 13 **Parks, open space and streetscapes** were under budget by \$2.967 million.  
The most significant variation relates to expenditure that has been transferred to footpaths (\$950,000).  
Projects totalling \$2.046 million have been delayed and are now expected to be completed in 2025-26.
- 14 **Other assets** of \$822,000 have been re-allocated, generally to roads.
- 15 **Off-street carparks** were under budget by \$255,000.  
Project totalling \$557,000 have been delayed and are now expected to be completed in 2025-26.  
The most significant over expenditure relates to the carpark renewal program (\$338,000).
- 16 Variations to the classification of **New, Renewal and Upgrade** expenditure compared to the budget are the result of the above changes and the classification of asset expenditure to the appropriate category.

## Notes to the Financial Report

### For the 12 month period ended 30 June 2025

#### 2.2 Analysis of Council results by program

Council delivers its functions and activities through the following programs.

##### Corporate Services

Corporate Services provides efficient, effective and proactive support services across council to enable the delivery of policy commitments, council vision and mission. The provision of these services includes finance services, digital information and technology, property and procurement, strategy and program delivery and program integration and development.

##### Sustainable Communities

Sustainable Communities provides high quality community focused programs, service delivery and communication to residents. Sustainable communities is comprised of community care, community development, family and children's services, public health, arts and culture, waste services and social planning and investment.

The planning services area of Sustainable Communities includes the assessment of city development, health, planning strategy and urban growth.

##### Infrastructure and City Services

Infrastructure and City services is responsible for constructing new infrastructure and maintaining existing infrastructure across a very diverse range of assets that underpin the wellbeing of the community. These assets include capital works engineering services, environment and waste, city works, parks and gardens, emergency management and municipal resources.

#### 2.2.2 Summary of revenue, expenses, assets and capital expenses by program

	Revenue	Expenses	Surplus	Grants included in revenue	Total assets
	\$'000	\$'000	\$'000	\$'000	\$'000
<b>2025</b>					
Corporate Services	56,649	48,708	7,941	1,581	56,416
Sustainable Communities	61,959	53,739	8,220	6,916	169,989
Infrastructure and City Services	70,126	63,489	6,637	8,444	1,630,625
	<b>188,734</b>	<b>165,936</b>	<b>22,798</b>	<b>16,941</b>	<b>1,857,030</b>
	Revenue	Expenses	Surplus	Grants included in revenue	Total assets
	\$'000	\$'000	\$'000	\$'000	\$'000
<b>2024</b>					
Corporate Services	53,125	45,428	7,697	1,178	55,984
Sustainable Communities	61,641	53,736	7,905	5,762	137,427
Infrastructure and City Services	62,974	59,018	3,956	5,872	1,533,446
	<b>177,740</b>	<b>158,182</b>	<b>19,558</b>	<b>12,812</b>	<b>1,726,857</b>

## Notes to the Financial Report

### For the 12 month period ended 30 June 2025

**Note 3 FUNDING FOR THE DELIVERY OF OUR SERVICES****3.1 Rates and charges****2025****2024****\$'000****\$'000**

Council uses Capital Improved Value (CIV) as the basis of valuation of all properties within the municipal district. The CIV of a property is the sum which their property might be expected to realise at the time of valuation if offered for sale on any reasonable terms and conditions.

The valuation base used to calculate general rates for 2024/25 was \$44,191 million (2023/24 \$43,826 million). The 2024/25 residential rate in the dollar was 0.207185 cents (0.201839 cents 2023/24). Differential rating factors are used for the purpose of applying variable rates according to land use.

General rates	122,966	117,055
Service rates and charges	14,218	13,090
Supplementary rates and rate adjustments	1,018	666
Interest on rates and charges	1,275	966
Revenue in lieu of rates	410	594
<b>Total rates and charges</b>	<b>139,887</b>	<b>132,371</b>

The date of the general revaluation of land for rating purposes within the municipal district was 1 January 2024 and the valuation was first applied in the rating year commencing 1 July 2024.

Annual rates and charges are recognised as revenues throughout the year, proportionately each month, after Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.

**3.2 Statutory fees and fines**

Infringements and costs	2,361	2,427
Town planning fees	1,454	1,588
Animal control	751	753
Election fines	201	41
Land information certificates	140	125
Court recoveries	37	245
<b>Total statutory fees and fines</b>	<b>4,944</b>	<b>5,180</b>

Statutory fees and fines (including parking fees and fines) are recognised as income when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

**3.3 User fees**

Parking	1,239	1,343
Registration and other permits	937	971
Town Planning	831	647
Facilities	718	619
Aged and health services	539	544
Roads and Drains	347	376
Building services	307	273
Leisure centre and recreation	202	216
Waste management services	367	133
Other fees and charges	674	555
<b>Total user fees</b>	<b>6,161</b>	<b>5,677</b>

**User fees by timing of revenue recognition**

User fees recognised over time	-	-
User fees recognised at a point in time	6,161	5,677
<b>Total user fees</b>	<b>6,161</b>	<b>5,677</b>

User fees are recognised as revenue at a point in time, or over time, when (or as) the performance obligation is satisfied. Recognition is based on the underlying contractual terms.



## Notes to the Financial Report For the 12 month period ended 30 June 2025

	2025 \$'000	2024 \$'000
<b>3.4 Funding from other levels of government</b>		
Grants were received in respect of the following:		
<b>Summary of grants</b>		
Commonwealth funded grants	8,356	3,918
State funded grants	8,585	8,894
<b>Total grants received</b>	<b>16,941</b>	<b>12,812</b>
<b>(a) Operating Grants</b>		
<b><i>Recurrent - Commonwealth Government</i></b>		
Financial Assistance Grants	5,137	147
Aged and Community Care	1,235	1,663
Food Services	462	375
<b><i>Recurrent - State Government</i></b>		
Family youth and children	2,336	2,080
Libraries	676	677
Recreation	624	604
School crossing supervisors	423	411
Infrastructure	328	195
Aged care	159	129
Beach cleaning	152	180
Public health	13	111
<b>Total recurrent operating grants</b>	<b>11,545</b>	<b>6,572</b>
<b><i>Non-recurrent - Commonwealth Government</i></b>		
Aged Care	615	882
Recreation	-	31
<i>other</i>	-	20
<b><i>Non-recurrent - State Government</i></b>		
Other	150	77
Family youth and children	93	65
Aged Care	74	403
Infrastructure	62	-
<b>Total non-recurrent operating grants</b>	<b>994</b>	<b>1,478</b>
<b>Total operating grants</b>	<b>12,539</b>	<b>8,050</b>
<b>(b) Capital Grants</b>		
<b><i>Recurrent - Commonwealth Government</i></b>		
Roads to recovery	620	477
<b>Total recurrent capital grants</b>	<b>620</b>	<b>477</b>
<b><i>Non-recurrent - Commonwealth Government</i></b>		
Infrastructure	286	252
Recreation	-	72
<b><i>Non-recurrent - State Government</i></b>		
Infrastructure	2,308	1,974
Recreation	1,060	1,585
Recycling	128	-
Family youth and children	-	389
Libraries	-	14
<b>Total non-recurrent capital grants</b>	<b>3,782</b>	<b>4,285</b>
<b>Total capital grants</b>	<b>4,402</b>	<b>4,762</b>

## Notes to the Financial Report For the 12 month period ended 30 June 2025

### (c) Recognition of grant income

Before recognising funding from government grants as revenue the Council assesses whether there is a contract that is enforceable and has sufficiently specific performance obligations in accordance with *AASB 15 Revenue from Contracts with Customers*. When both these conditions are satisfied, the Council:

- identifies each performance obligation relating to revenue under the contract/agreement
- determines the transaction price
- recognises a contract liability for its obligations under the agreement
- recognises revenue as it satisfies its performance obligations, at the point in time or over time when services are rendered.

Where the contract is not enforceable and/or does not have sufficiently specific performance obligations, the Council applies *AASB 1058 Income of Not-for-Profit Entities*.

Grant revenue with sufficiently specific performance obligations is recognised over time as the performance obligations specified in the underlying agreement are met. Where performance obligations are not sufficiently specific, grants are recognised on the earlier of receipt or when an unconditional right to receipt has been established. Grants relating to capital projects are generally recognised progressively as the capital project is completed. The following table provides a summary of the accounting framework under which grants are recognised.

#### Income recognised under AASB 1058 *Income of Not-for-Profit Entities*

General purpose	5,138	147
Specific purpose grants to acquire non-financial assets	935	1,988
Other specific purpose grants	2,747	9,031

#### Revenue recognised under AASB 15 *Revenue from Contracts with Customers*

Specific purpose grants	8,121	1,646
	<b>16,941</b>	<b>12,812</b>
	<b>2025</b>	<b>2024</b>
	<b>\$'000</b>	<b>\$'000</b>

### (d) Unspent grants received on condition that they be spent in a specific manner

#### *Operating*

Balance at start of year	2,564	3,418
Received during the financial year and remained unspent at balance date	788	1,038
Amounts refunded	(1,001)	(463)
Received in prior years and spent during the financial year	(903)	(1,429)
Balance at year end	<b>1,447</b>	<b>2,564</b>

#### *Capital*

Balance at start of year	-	180
Received during the financial year and remained unspent at balance date	-	-
Received in prior years and spent during the financial year	-	(180)
Balance at year end	<b>-</b>	<b>-</b>

Unspent grants are determined and disclosed on a cash basis.

## Notes to the Financial Report For the 12 month period ended 30 June 2025

	2025 \$'000	2024 \$'000
<b>3.5 Contributions</b>		
Monetary	5,216	4,860
Non-monetary	10,374	11,673
<b>Total contributions</b>	<b>15,590</b>	<b>16,533</b>

*Contributions of non-monetary assets were received in relation to the following asset classes.*

Land	2,479	1,991
Roads	4,329	1,657
Drainage	2,272	1,224
Footpaths and Cycleways	1,050	247
Parks, Open Space and Streetscapes	244	-
Buildings	-	6,554
<b>Total non-monetary contributions</b>	<b>10,374</b>	<b>11,673</b>

Monetary and non-monetary contributions are recognised as income at their fair value when Council obtains control over the contributed asset.

### 3.6 Net (Loss) on disposal of property, infrastructure, plant and equipment

Proceeds of sale	421	438
Written down value of assets disposed	(4,487)	(6,051)
<b>Total net (Loss) on disposal of property, infrastructure, plant and equipment</b>	<b>(4,066)</b>	<b>(5,613)</b>

The profit or loss on sale of an asset is determined when control of the asset has passed to the buyer.

### 3.7 Other income

Investment property rental	2,704	2,826
Interest	2,000	1,687
Other rent	507	442
<b>Total other income</b>	<b>5,211</b>	<b>4,955</b>

Interest is recognised as it is earned.

Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.

## Notes to the Financial Report For the 12 month period ended 30 June 2025

	2025	2024
	\$'000	\$'000

### Note 4 THE COST OF DELIVERING SERVICES

#### 4.1 (a) Employee costs

Wages and salaries	54,047	52,322
Superannuation	6,247	5,491
Casual and agency staff	1,267	1,132
WorkCover	1,036	1,485
Other	666	481
<b>Total employee costs</b>	<b>63,263</b>	<b>60,911</b>

#### (b) Superannuation

Council made contributions to the following funds:

##### Defined benefit fund

Employer contributions to Local Authorities Superannuation Fund (Vision Super)	101	117
	<b>101</b>	<b>117</b>
Employer contributions payable at reporting date.	-	-

##### Accumulation funds

Employer contributions to Local Authorities Superannuation Fund (Vision Super)	2,370	2,327
Employer contributions - other funds	3,653	3,047
	<b>6,023</b>	<b>5,374</b>
Employer contributions payable at reporting date.	-	-

Contributions made exclude amounts accrued at balance date. Refer to note 9.3 for further information relating to Council's superannuation obligations.

#### 4.2 Materials and services

General maintenance	14,931	15,784
Contracts	13,548	11,955
Recycling, tipping and refuse collection	6,588	6,259
Materials and supplies	4,481	1,908
Information technology	3,617	5,036
Utilities	3,483	3,394
Consultants	3,473	4,058
Insurance	2,925	2,150
Building maintenance	2,327	2,321
Office administration	1,531	1,395
Community grants	1,484	1,455
Other	1,089	1,079
<b>Total materials and services</b>	<b>59,477</b>	<b>56,794</b>

Expenses are recognised as they are incurred and reported in the financial year to which they relate.

Comparative figures for the year ended 30 June 2024 have been restated to ensure consistency and comparability.

#### 4.3 Depreciation

Property	6,578	5,815
Plant and equipment	4,500	4,339
Infrastructure	25,588	22,505
<b>Total depreciation</b>	<b>36,666</b>	<b>32,659</b>

Refer to notes 5.8 and 6.2 for a more detailed breakdown of depreciation and amortisation charges and accounting policy.

## Notes to the Financial Report For the 12 month period ended 30 June 2025

	2025 \$'000	2024 \$'000
<b>4.4 Depreciation - Right of use assets</b>		
Information Technology	310	270
Office Equipment	-	80
Vehicles	-	9
<b>Total Depreciation - Right of use assets</b>	<b>310</b>	<b>359</b>
<b>4.5 Allowance for impairment losses</b>		
Parking fine debtors	353	470
Other debtors	63	(116)
<b>Total allowance for impairment losses</b>	<b>416</b>	<b>354</b>
<b>Movement in allowance for impairment losses in respect of debtors</b>		
Balance at the beginning of the year	5,317	5,272
New allowances recognised during the year	496	544
Amounts already allowed for and written off as uncollectible	(26)	(308)
Amounts allowed for but recovered during the year	(54)	(191)
Balance at end of year	<b>5,733</b>	<b>5,317</b>
An allowance for impairment losses in respect of debtors is recognised based on an expected credit loss model. This model considers both historic and forward looking information in determining the level of impairment.		
<b>4.6 Borrowing costs</b>		
Interest - Borrowings	1,001	799
<b>Total borrowing costs</b>	<b>1,001</b>	<b>799</b>
Borrowing costs are recognised as an expense in the period in which they are incurred, except where they are capitalised as part of a qualifying asset constructed by Council.		
<b>4.7 Finance Costs - Leases</b>		
Interest - Lease Liabilities	18	38
<b>Total finance costs</b>	<b>18</b>	<b>38</b>
<b>4.8 Other expenses</b>		
Auditors' remuneration - VAGO - audit of the financial statements, performance statement and grant acquittals	96	95
Auditors' remuneration - Internal Audit	96	99
Councillors' allowances	319	350
Others	208	111
<b>Total other expenses</b>	<b>719</b>	<b>655</b>
Comparative figures for the year ended 30 June 2024 have been restated to ensure consistency and comparability.		

## Notes to the Financial Report For the 12 month period ended 30 June 2025

### Note 5 INVESTING IN AND FINANCING OUR OPERATIONS

#### 5.1 Financial assets

##### (a) Cash and cash equivalents

	2025 \$'000	2024 \$'000
Cash on hand	4	3
Cash at bank	64	239
Term deposits	20,120	20,980
<b>Total cash and cash equivalents</b>	<b>20,188</b>	<b>21,222</b>

##### (b) Other financial assets

###### Current

Term deposits	28,000	22,000
<b>Total other financial assets</b>	<b>28,000</b>	<b>22,000</b>
<b>Total cash and cash equivalents and other financial assets</b>	<b>48,188</b>	<b>43,222</b>

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of three months or less, net of outstanding bank overdrafts.

Other financial assets are valued at fair value, at balance date. Term deposits are measured at original cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.

Other financial assets include term deposits and those with original maturity dates of three to 12 months are classified as current, whilst term deposits with maturity dates greater than 12 months are classified as non-current.

## Notes to the Financial Report For the 12 month period ended 30 June 2025

	2025	2024
	\$'000	\$'000
<b>(c) Trade and other receivables</b>		
<b>Current</b>		
<i>Statutory receivables</i>		
Rates debtors	20,950	18,957
Infringement debtors	6,784	6,343
Allowance for expected credit loss - infringements	(5,430)	(5,082)
Net GST receivable	1,655	1,467
<i>Non statutory receivables</i>		
Loans and advances to community organisations	-	32
Other debtors	1,332	2,014
Allowance for expected credit loss - other debtors	(303)	(235)
Total current trade and other receivables	<b>24,988</b>	<b>23,496</b>
<b>Non-current</b>		
<i>Non statutory receivables</i>		
Other debtors	16	76
Total non-current trade and other receivables	<b>16</b>	<b>76</b>
<b>Total trade and other receivables</b>	<b>25,004</b>	<b>23,572</b>

Short term receivables are carried at invoice amount. An allowance for expected credit losses is recognised based on past experience and other objective evidence of expected losses. Long term receivables are carried at amortised cost using the effective interest rate method.

### (d) Ageing of Receivables

The ageing of the Council's trade and other receivables (excluding statutory receivables) that are not impaired was:

Current (not yet due)	102	177
Past due by up to 30 days	866	1,615
Past due between 31 and 180 days	255	173
Past due between 181 and 365 days	53	53
Past due by more than 1 year	72	72
Total trade and other receivables	<b>1,348</b>	<b>2,090</b>

### (e) Ageing of individually impaired Receivables

At balance date, other debtors representing financial assets with a nominal value of \$1.348 million (2024: \$2.090 million) were impaired. The amount of the provision raised against these debtors was \$303,000 (2024: \$235,000). They individually have been impaired as a result of their doubtful collection.

The ageing of receivables that have been individually determined as impaired at reporting date was:

Current (not yet due)	-	-
Past due by up to 30 days	8	14
Past due between 31 and 180 days	170	5
Past due between 181 and 365 days	53	5
Past due by more than 1 year	72	211
Total trade & other receivables	<b>303</b>	<b>235</b>

## Notes to the Financial Report For the 12 month period ended 30 June 2025

<b>5.2 Non-financial assets</b>	<b>2025</b>	<b>2024</b>
<b>(a) Inventories</b>	<b>\$'000</b>	<b>\$'000</b>
Inventories of fuel stock	34	31
<b>Total inventories</b>	<b>34</b>	<b>31</b>

Inventories of fuel stock are measured at cost, adjusted when applicable for any loss of service potential. Where inventories are acquired for no cost or nominal consideration, they are measured at current replacement cost at the date of acquisition.

**(b) Other assets**

Prepayments	1,922	1,360
Accrued income	355	339
<b>Total other assets</b>	<b>2,277</b>	<b>1,699</b>



## Notes to the Financial Report For the 12 month period ended 30 June 2025

	2025	2024
	\$'000	\$'000
<b>5.3 Payables, trust funds and deposits and contract and other liabilities</b>		
<b>(a) Trade and other payables</b>		
<b>Current</b>		
<i>Non-statutory payables</i>		
Trade payables	18,335	13,017
Accrued expenses	4,594	3,359
<b>Total current trade and other payables</b>	<b>22,929</b>	<b>16,376</b>
<b>(b) Trust funds and deposits</b>		
<b>Current</b>		
Refundable deposits	6,541	7,194
Fire services levy	1,960	2,626
Other refundable deposits	1,247	977
<b>Total current trust funds and deposits</b>	<b>9,748</b>	<b>10,797</b>
<b>(c) Contract and other liabilities</b>		
<b>Contract liabilities</b>		
<b>Current</b>		
Grants received in advance - operating	1,435	2,563
Other	-	327
<b>Total contract liabilities</b>	<b>1,435</b>	<b>2,890</b>
<b>Total contract and other liabilities</b>	<b>1,435</b>	<b>2,890</b>

### *Trust funds and deposits*

Amounts received as deposits and retention amounts controlled by Council are recognised as trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited. Trust funds that are forfeited, resulting in council gaining control of the funds, are recognised as revenue at the time of forfeit.

### *Contract liabilities*

Contract liabilities reflect consideration received in advance in respect of various government grants. Contract liabilities are derecognised and recorded as revenue when services are transferred to the customer. Refer to Note 3.

### **Purpose and nature of items**

**Fire Service Levy** - Council is the collection agent for fire services levy on behalf of the State Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the state government in line with that process.

**Retention Amounts** - Council has a contractual right to retain certain amounts until a contractor has met certain requirements or a related warrant or defect period has elapsed. Subject to the satisfactory completion of the contractual obligations, or the elapsing of time, these amounts will be paid to the relevant contractor in line with Council's contractual obligations.

## Notes to the Financial Report For the 12 month period ended 30 June 2025

5.4 Interest-bearing liabilities	2025	2024
	\$'000	\$'000
<b>Current</b>		
Treasury Corporation of Victoria borrowings - secured	2,475	2,370
Other borrowings - secured	5,000	-
Total current interest-bearing liabilities	<u>7,475</u>	<u>2,370</u>
<b>Non-current</b>		
Treasury Corporation of Victoria borrowings - secured	14,869	17,344
Other borrowings - secured	-	5,000
Total non-current interest-bearing liabilities	<u>14,869</u>	<u>22,344</u>
<b>Total</b>	<u>22,344</u>	<u>24,714</u>

Borrowings are secured against the rates of the municipality.

(a) The maturity profile for Council's borrowings is:

Not later than one year	7,475	2,370
Later than one year and not later than five years	11,046	15,578
Later than five years	3,823	6,766
	<u>22,344</u>	<u>24,714</u>

Borrowings are initially measured at fair value, being the cost of the interest bearing liabilities, net of transaction costs. The measurement basis subsequent to initial recognition depends on whether the Council has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit and loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in net result over the period of the borrowing using the effective interest method. The classification depends on the nature and purpose of the interest bearing liabilities. The Council determines the classification of its interest bearing liabilities based on contractual repayment terms at every balance date.

In classifying borrowings as current or non-current Council considers whether at balance date it has the right to defer settlement of the liability for at least twelve months after the reporting period. Council's loan arrangements include covenants based on Council's financial performance and position at the end of the reporting period. These covenants are assessed for compliance after the reporting period based on specified financial ratios.

### 5.5 Provisions

	Employee	Total
	\$ '000	\$ '000
<b>2025</b>		
Balance at beginning of the financial year	13,026	13,026
Additional provisions	4,846	4,846
Amounts used	(4,464)	(4,464)
Service transfers	(513)	(513)
Change in the discounted amount arising because of time and the effect of any change in the discount rate	51	51
Balance at the end of the financial year	<u>12,946</u>	<u>12,946</u>
<i>Provisions - current</i>	11,589	11,589
<i>Provisions - non-current</i>	1,357	1,357
<b>2024</b>		
Balance at beginning of the financial year	13,333	13,333
Additional provisions	4,485	4,485
Amounts used	(4,504)	(4,504)
Service transfers	(284)	(284)
Change in the discounted amount arising because of time and the effect of any change in the discount rate	(4)	(4)
Balance at the end of the financial year	<u>13,026</u>	<u>13,026</u>
<i>Provisions - current</i>	11,832	11,832
<i>Provisions - non-current</i>	1,194	1,194

## Notes to the Financial Report For the 12 month period ended 30 June 2025

	2025	2024
	\$'000	\$'000
<b>(a) Employee provisions</b>		
<b>Current provisions expected to be wholly settled within 12 months</b>		
Annual leave	3,404	3,491
Time in lieu	54	55
End of band leave	88	102
Long service leave	5,754	5,850
	<b>9,300</b>	<b>9,498</b>
<b>Current provisions expected to be wholly settled after 12 months</b>		
Annual leave	851	873
Long service leave	1,438	1,462
	<b>2,289</b>	<b>2,335</b>
<b>Total current employee provisions</b>	<b>11,589</b>	<b>11,833</b>
<b>Non-current</b>		
Long service leave	1,357	1,194
<b>Total non-current employee provisions</b>	<b>1,357</b>	<b>1,194</b>
Aggregate carrying amount of employee provisions:		
Current	11,589	11,833
Non-current	1,357	1,194
<b>Total aggregate carrying amount of employee provisions</b>	<b>12,946</b>	<b>13,027</b>

The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.

### *Annual leave*

A liability for annual leave is recognised in the provision for employee benefits as a current liability because the Council does not have an unconditional right to defer settlement of the liability. Liabilities for annual leave are measured at:

- nominal value if the Council expects to wholly settle the liability within 12 months
- present value if the Council does not expect to wholly settle within 12 months.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at the present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

### *Long service leave*

Liability for long service leave (LSL) is recognised in the provision for employee benefits. Unconditional LSL is disclosed as a current liability as the Council does not have an unconditional right to defer settlement. Unconditional LSL is measured at nominal value if expected to be settled within 12 months or at present value if not expected to be settled within 12 months. Conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non-current liability and measured at present value.

	2025	2024
Key assumptions:		
- discount rate	3.33% to 3.80%	4.36% to 4.22%
- index rate	3.5%	1.5%

Notes to the Financial Report  
For the 12 month period ended 30 June 2025

	2025	2024
	\$'000	\$'000
<b>5.6 Financing arrangements</b>		
The Council has the following funding arrangements in place as at 30 June 2025.		
Bank overdraft	700	700
Credit card facilities	300	300
Treasury Corporation of Victoria facilities	17,344	19,715
Other facilities	5,000	5,000
Total facilities	<b>23,344</b>	<b>25,715</b>
Used facilities*	22,517	24,861
Unused facilities	<b>827</b>	<b>853</b>

\* Used facilities include loan and credit card facilities as at 30 June 2025.

## Notes to the Financial Report For the 12 month period ended 30 June 2025

### 5.7 Commitments

The Council has entered into the following commitments. Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value and presented inclusive of the GST payable.

#### (a) Commitments for expenditure

	Not later than 1 year	Later than 1 year and not later than 2 years	Later than 2 years and not later than 5 years	Later than 5 years	Total
	\$'000	\$'000	\$'000	\$'000	\$'000
<b>2025</b>					
<b>Operating</b>					
Garbage collection	4,583	4,583	9,178	-	18,344
Information Technology	1,887	1,073	1,262	-	4,222
Cleaning contracts for council buildings	1,307	1,307	1,203	-	3,817
Meals for delivery	929	929	125	-	1,983
Open space management	628	628	628	-	1,884
Recycling	273	78	-	-	351
Other	421	289	43	-	753
<b>Total</b>	<b>10,028</b>	<b>8,887</b>	<b>12,439</b>	<b>-</b>	<b>31,354</b>
<b>Capital</b>					
Roads & Footpaths	5,615	5,314	10,181	-	21,110
Sport and recreation	2,555	-	-	-	2,555
Open space management	1,474	-	-	-	1,474
Buildings	885	73	-	-	958
other	307	7	-	-	314
<b>Total</b>	<b>10,836</b>	<b>5,394</b>	<b>10,181</b>	<b>-</b>	<b>26,411</b>
<b>2024</b>					
<b>Operating</b>					
Garbage collection	4,824	4,583	13,749	13	23,169
Information Technology	1,565	383	252	-	2,200
Open space management	1,044	1,044	941	-	3,029
Recycling	275	91	26	-	392
Cleaning contracts for council buildings	265	-	-	-	265
Roads and Footpaths	228	-	-	-	228
Other	267	157	129	-	553
<b>Total</b>	<b>8,468</b>	<b>6,258</b>	<b>15,097</b>	<b>13</b>	<b>29,836</b>
<b>Capital</b>					
Roads	4,193	3,121	8,996	5,644	21,954
Sport and recreation	3,704	-	-	-	3,704
Open space management	816	-	-	-	816
Buildings	442	81	-	-	523
<b>Total</b>	<b>9,155</b>	<b>3,202</b>	<b>8,996</b>	<b>5,644</b>	<b>26,997</b>

## Notes to the Financial Report For the 12 month period ended 30 June 2025

### (b) Operating lease receivables

#### Operating lease receivables

The Council has entered into commercial property leases on its investment property, consisting of surplus freehold office complexes. These properties held under operating leases have remaining non-cancellable lease terms of between 1 and 10 years. All leases include a CPI based revision of the rental charge annually.

Future undiscounted minimum rentals receivable under non-cancellable operating leases are as follows:

	2025	2024
	\$'000	\$'000
Not later than one year	2,016	2,102
Later than one year and not later than five years	6,254	7,174
Later than five years	10,564	12,190
	<b>18,834</b>	<b>21,466</b>

### 5.8 Leases

At inception of a contract, Council assesses whether a contract is, or contains, a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. To identify whether a contract conveys the right to control the use of an identified asset, it is necessary to assess whether:

- The contract involves the use of an identified asset;
- Council has the right to obtain substantially all of the economic benefits from use of the asset throughout the period of use; and
- Council has the right to direct the use of the asset.

This policy is applied to contracts entered into, or changed, on or after 1 July 2019.

As a lessee, Council recognises a right-of-use asset and a lease liability at the lease commencement date. The right-of-use asset is initially measured at cost which comprises the initial amount of the lease liability adjusted for:

- any lease payments made at or before the commencement date less any lease incentives received; plus
- any initial direct costs incurred; and
- an estimate of costs to dismantle and remove the underlying asset or to restore the underlying asset or the site on which it is located.

The right-of-use asset is subsequently depreciated using the straight-line method from the commencement date to the earlier of the end of the useful life of the right-of-use asset or the end of the lease term. The estimated useful lives of right-of-use assets are determined on the same basis as those of property, plant and equipment. In addition, the right-of-use asset is periodically reduced by impairment losses, if any, and adjusted for certain measurements of the lease liability.

The lease liability is initially measured at the present value of the lease payments that are not paid at the commencement date, discounted using the interest rate implicit in the lease or, if that rate cannot be readily determined, an appropriate incremental borrowing rate. Generally, Council uses an appropriate incremental borrowing rate as the discount rate.

Lease payments included in the measurement of the lease liability comprise the following:

- Fixed payments
- Variable lease payments that depend on an index or a rate, initially measured using the index or rate as at the commencement date;
- Amounts expected to be payable under a residual value guarantee; and
- The exercise price under a purchase option that Council is reasonably certain to exercise, lease payments in an optional renewal period if Council is reasonably certain to exercise an extension option, and penalties for early termination of a lease unless Council is reasonably certain not to terminate early.

When the lease liability is remeasured in this way, a corresponding adjustment is made to the carrying amount of the right-of-use asset, or is recorded in profit or loss if the carrying amount of the right-of-use asset has been reduced to zero.

Under AASB 16 Leases, Council as a not-for-profit entity has elected not to measure right-of-use assets at initial recognition at fair value in respect of leases that have significantly below-market terms.

## Notes to the Financial Report

### For the 12 month period ended 30 June 2025

**Right-of-Use Assets**

	IT	Office Equipment	Total
	\$'000	\$'000	\$'000
Balance at 1 July 2024	360	61	421
Amortisation charge	(270)	(41)	(311)
Balance at 30 June 2025	<b>90</b>	<b>20</b>	<b>110</b>

**Lease Liabilities**

	2025	2024
	\$'000	\$'000
Maturity analysis - contractual undiscounted cash flows		
Less than one year	115	319
One to five years	-	93
Total undiscounted lease liabilities as at 30 June:	<b>115</b>	<b>412</b>

Lease liabilities included in the Balance Sheet at 30 June:

Current	115	319
Non-current	-	93
Total lease liabilities	<b>115</b>	<b>412</b>

**Short-term and low value leases**

Council has elected not to recognise right-of-use assets and lease liabilities for short-term leases of machinery that have a lease term of 12 months or less and leases of low-value assets (individual assets worth less than existing capitalisation thresholds for a like asset up to a maximum of AUD\$10,000), including IT equipment. Council recognises the lease payments associated with these leases as an expense on a straight-line basis over the lease term.

## Notes to the Financial Report For the 12 month period ended 30 June 2025

### Note 6 ASSETS WE MANAGE

	2025	2024
	\$'000	\$'000
<b>6.1 Non current assets classified as held for sale</b>		
Land at fair value	3,000	2,789
Transfer to Land assets	(3,000)	-
Fair value adjustments	-	211
<b>Total non current assets classified as held for sale</b>	<b>-</b>	<b>3,000</b>

Non-current assets classified as held for sale are measured at the lower of its carrying amount and fair value less costs of disposal, and are not subject to depreciation. Non-current assets are treated as current and classified as held for sale if their carrying amount will be recovered through a sale transaction rather than through continuing use. This condition is regarded as met only when the sale is highly probable and the asset's sale is expected to be completed within 12 months from the date of classification.

The land asset previously held for sale has been transferred to the land asset category.



**Notes to the Financial Report**  
**For the 12 month period ended 30 June 2025**

**6.2 PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT**

**Summary of property, infrastructure, plant and equipment**

	Carrying amount 30 June 2024 \$'000	Additions \$'000	Contributions \$'000	Revaluation \$'000	Depreciation \$'000	Disposal \$'000	Write-off \$'000	Transfers \$'000	Carrying amount 30 June 2025 \$'000
Property	867,334	9,684	2,479	16,642	(6,578)	(796)	-	4,986	893,750
Plant and equipment	23,897	5,988	-	-	(4,500)	(117)	-	101	25,368
Infrastructure	736,956	27,589	7,895	89,433	(25,588)	(3,573)	-	3,332	836,045
Work in progress	11,846	7,768	-	-	-	-	(2,821)	(5,419)	11,374
	<b>1,640,033</b>	<b>51,029</b>	<b>10,374</b>	<b>106,075</b>	<b>(36,666)</b>	<b>(4,487)</b>	<b>(2,821)</b>	<b>3,000</b>	<b>1,766,537</b>

**Summary of Work in Progress**

	Opening WIP \$'000	Additions \$'000	Write-off \$'000	Transfers \$'000	Closing WIP \$'000
Property	5,770	1,334	(2,188)	(2,568)	2,349
Plant and equipment	45	-	(7)	(38)	-
Infrastructure	6,031	6,434	(627)	(2,812)	9,025
<b>Total</b>	<b>11,846</b>	<b>7,768</b>	<b>(2,821)</b>	<b>(5,419)</b>	<b>11,374</b>

**(a) Property**

	Land - specialised \$'000	Total Land \$'000	Heritage buildings \$'000	Buildings - specialised \$'000	Total Buildings \$'000	Work In Progress \$'000	Total Property \$'000
At fair value 1 July 2024	638,595	<b>638,595</b>	24,564	318,910	<b>343,474</b>	5,770	<b>987,840</b>
Accumulated depreciation at 1 July 2024	-	-	(11,184)	(103,551)	<b>(114,735)</b>	-	<b>(114,735)</b>
	<b>638,595</b>	<b>638,595</b>	<b>13,380</b>	<b>215,359</b>	<b>228,739</b>	<b>5,770</b>	<b>873,104</b>
<b>Movements in fair value</b>							
Additions	-	-	115	9,568	<b>9,684</b>	1,334	<b>11,018</b>
Contributions	2,479	<b>2,479</b>	-	-	-	-	<b>2,479</b>
Revaluation	-	-	182	29,807	<b>29,988</b>	-	<b>29,988</b>
Completed WIP	-	-	1,968	610	<b>2,578</b>	(2,578)	-
Write-off of Work in progress	-	-	-	-	-	(2,188)	<b>(2,188)</b>
WIP reclassification	-	-	-	-	-	10	<b>10</b>
Transfers	3,000	<b>3,000</b>	-	(984)	<b>(984)</b>	-	<b>2,016</b>
Disposals	-	-	-	(1,533)	<b>(1,533)</b>	-	<b>(1,533)</b>
	<b>5,479</b>	<b>5,479</b>	<b>2,265</b>	<b>37,468</b>	<b>39,733</b>	<b>(3,421)</b>	<b>41,790</b>
<b>Movements in accumulated depreciation</b>							
Depreciation and amortisation	-	-	(177)	(6,401)	<b>(6,578)</b>	-	<b>(6,578)</b>
Revaluation	-	-	(1,022)	(12,324)	<b>(13,346)</b>	-	<b>(13,346)</b>
Accumulated depreciation of disposals	-	-	-	736	<b>736</b>	-	<b>736</b>
Transfers	-	-	-	392	<b>392</b>	-	<b>392</b>
	-	-	<b>(1,199)</b>	<b>(17,597)</b>	<b>(18,796)</b>	-	<b>(18,796)</b>
At fair value 30 June 2025	644,074	<b>644,074</b>	26,829	356,378	<b>383,207</b>	2,349	<b>1,029,629</b>
Accumulated depreciation at 30 June 2025	-	-	(12,384)	(121,148)	<b>(133,531)</b>	-	<b>(133,531)</b>
<b>Carrying amount</b>	<b>644,074</b>	<b>644,074</b>	<b>14,445</b>	<b>235,230</b>	<b>249,675</b>	<b>2,349</b>	<b>896,098</b>

**Notes to the Financial Report  
For the 12 month period ended 30 June 2025**

**(b) Plant and Equipment**

	Heritage plant and equipment	Plant machinery and equipment	Fixtures fittings and furniture	Computers and telecomms	Library books	Work In Progress	Total plant and equipment
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
At fair value 1 July 2024	1,741	15,112	20,725	11,061	15,264	45	63,948
Accumulated depreciation at 1 July 2024	-	(8,384)	(8,777)	(9,329)	(13,516)	-	(40,007)
	<b>1,741</b>	<b>6,728</b>	<b>11,948</b>	<b>1,731</b>	<b>1,748</b>	<b>45</b>	<b>23,942</b>
<b>Movements in fair value</b>							
Additions	8	1,771	2,994	477	738	-	5,988
Disposal	-	(1,718)	(27)	(6)	-	-	(1,750)
Completed WIP	31	17	52	-	-	(101)	-
Write-off of Work in progress	-	-	-	-	-	(7)	(7)
WIP reclassification	-	-	-	-	-	63	63
	<b>40</b>	<b>70</b>	<b>3,019</b>	<b>472</b>	<b>738</b>	<b>(45)</b>	<b>4,294</b>
<b>Movements in accumulated depreciation</b>							
Depreciation and amortisation	-	(1,676)	(1,285)	(832)	(707)	-	(4,500)
Accumulated depreciation of disposals	-	1,603	24	6	-	-	1,633
	<b>-</b>	<b>(72)</b>	<b>(1,261)</b>	<b>(827)</b>	<b>(707)</b>	<b>-</b>	<b>(2,867)</b>
At fair value 30 June 2025	1,781	15,182	23,745	11,532	16,002	-	68,242
Accumulated depreciation at 30 June 2025	-	(8,457)	(10,038)	(10,156)	(14,223)	-	(42,874)
<b>Carrying amount</b>	<b>1,781</b>	<b>6,726</b>	<b>13,706</b>	<b>1,376</b>	<b>1,779</b>	<b>-</b>	<b>25,368</b>

**Notes to the Financial Report**  
**For the 12 month period ended 30 June 2025**

(c) Infrastructure

	Roads	Bridges	Footpaths and cycleways	Drainage	Recreational, leisure and community facilities	Waste Management	Parks open space and streetscapes	Off street car parks	Work In Progress	Total Infrastructure
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
At fair value 1 July 2024	520,308	35,493	146,279	303,467	74,664	7,623	140,526	28,013	6,031	1,262,404
Accumulated depreciation at 1 July 2024	(232,711)	(18,347)	(66,410)	(114,404)	(23,485)	(3,763)	(50,483)	(9,814)	-	(519,417)
	<b>287,598</b>	<b>17,146</b>	<b>79,869</b>	<b>189,063</b>	<b>51,179</b>	<b>3,860</b>	<b>90,043</b>	<b>18,198</b>	<b>6,031</b>	<b>742,987</b>
<b>Movements in fair value</b>										
Additions	9,917	2,790	2,678	2,801	1,228	832	6,800	544	6,434	34,023
Contributions	4,329	-	1,050	2,272	-	-	244	-	-	7,895
Revaluation	130,103	3,987	5,493	28,026	6,134	-	9,775	5,551	-	189,071
Completed WIP	858	317	82	136	158	-	1,171	18	(2,740)	-
Write-off of Work in progress	-	-	-	-	-	-	-	-	(627)	(627)
WIP reclassification	-	-	-	-	-	-	-	-	(72)	(72)
Transfers	423	-	-	-	14	-	971	(423)	-	984
Disposal	(2,411)	(448)	(599)	(521)	(425)	(0)	(1,964)	(124)	-	(6,494)
	<b>143,219</b>	<b>6,646</b>	<b>8,703</b>	<b>32,714</b>	<b>7,109</b>	<b>831</b>	<b>16,997</b>	<b>5,566</b>	<b>2,994</b>	<b>224,781</b>
<b>Movements in accumulated depreciation</b>										
Depreciation and amortisation	(9,417)	(465)	(3,020)	(3,536)	(2,868)	(390)	(5,405)	(486)	-	(25,588)
Revaluation	(64,317)	9,569	(15,254)	(17,123)	(4,982)	-	(4,854)	(2,677)	-	(99,638)
Accumulated depreciation of disposals	1,677	249	184	224	188	0	325	72	-	2,921
Transfers	(71)	-	-	-	(7)	-	(385)	71	-	(392)
	<b>(72,129)</b>	<b>9,353</b>	<b>(18,090)</b>	<b>(20,434)</b>	<b>(7,669)</b>	<b>(390)</b>	<b>(10,319)</b>	<b>(3,020)</b>	<b>-</b>	<b>(122,697)</b>
At fair value 30 June 2025	663,527	42,139	154,983	336,181	81,773	8,455	157,524	33,578	9,025	1,487,184
Accumulated depreciation at 30 June 2025	(304,840)	(8,994)	(84,499)	(134,838)	(31,154)	(4,153)	(60,802)	(12,834)	-	(642,114)
<b>Carrying amount</b>	<b>358,687</b>	<b>33,145</b>	<b>70,483</b>	<b>201,343</b>	<b>50,619</b>	<b>4,301</b>	<b>96,722</b>	<b>20,744</b>	<b>9,025</b>	<b>845,070</b>

## Notes to the Financial Report For the 12 month period ended 30 June 2025

### Acquisition

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. Refer also to Note 8.4 for further disclosure regarding fair value measurement.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

	Depreciation Period	Threshold Limit \$'000
<i>Asset recognition thresholds and depreciation periods</i>		
<i>Land</i>		
land	-	1
<i>Buildings</i>		
buildings	50 years	2,000
heritage buildings	150 years	2,000
<i>Plant and Equipment</i>		
heritage plant and equipment	-	1
plant, machinery and equipment	3 - 10 years	500
computers and telecommunications	3 - 6 years	1
furniture, fixtures and fittings	5 - 50 years	1,000
library books	5 years	1
<i>Infrastructure</i>		
roads - pavements, substructure, formation and earthworks	70 years	5,000
roads - kerb, channel and minor culverts and other	70 years	5,000
roads - surface	30 years	5,000
bridges - deck and substructure	50 - 100 years	5,000
footpaths and cycleways	20 - 60 years	5,000
drainage	20 - 100 years	2,000
recreational, leisure and community facilities	12 - 50 years	2,000
waste management	8 - 50 years	5,000
off street car parks	30 - 70 years	5,000
parks open space and streetscapes	10 - 70 years	1,000

### Land under roads

Land under roads acquired after 30 June 2008 is brought to account using the cost method. The Council does not recognise land under roads it controlled prior to that period in its financial report.

### Depreciation and amortisation

Buildings, plant and equipment, infrastructure, and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Road earthworks are not depreciated on the basis that they are assessed as not having a limited useful life.

Straight line depreciation is charged based on the residual useful life as determined each year.

Depreciation periods used are listed above and are consistent with the prior year unless otherwise stated.

### Repairs and maintenance

Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

## Notes to the Financial Report For the 12 month period ended 30 June 2025

### Valuation of land and buildings

Valuation of land and buildings were undertaken by a qualified independent valuer Jessie Johnson, AAPI CPV, valuer registration no. 102351. The valuation of land and buildings is at fair value, being market value based on highest and best use permitted by relevant land planning provisions. Where land use is restricted through existing planning provisions the valuation is reduced to reflect this limitation. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Specialised land is valued at fair value using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Any significant movements in the unobservable inputs for land will have a significant impact on the fair value of these assets.

Details of the Council's land and buildings and information about the fair value hierarchy as at 30 June 2025 are as follows:

	Level 1	Level 2	Level 3	Date of Valuation	Type of Valuation
Land	-	4,415	639,659	Jun-23	External valuation
Heritage Buildings	-	-	14,445	Jun-25	External valuation
Buildings	-	37,874	197,356	Jun-25	External valuation
<b>Total</b>	-	<b>42,289</b>	<b>851,461</b>		

### Valuation of infrastructure

Valuation of infrastructure assets has been determined in accordance with a valuation undertaken by the Council's asset management team as at 30 June 2025, supervised by Nan Ben Cheng B.Eng (Civil) based on current replacement cost less accumulated depreciation as at the date of valuation.

The date and type of the current valuation is detailed in the following table. Index based revaluations conducted in the current year are based on indexed Council contract unit rates. Where an external valuation was used the rates were determined by the external valuer using an amalgam of current market rates and costs incurred by Council. A full revaluation of Footpaths and Cycleways, and Bridges including condition assessments were conducted in 2024/25.

The valuation is at fair value based on current replacement cost less accumulated depreciation as at the date of valuation.

Details of the Council's infrastructure and information about the fair value hierarchy as at 30 June 2025 are as follows:

	Level 1	Level 2	Level 3	Date of Valuation	Type of Valuation
Roads	-	-	358,687	Jun-25	Cost index
Drainage	-	-	201,343	Jun-25	Cost index
Parks, open space and streetscapes	-	-	96,722	Jun-25	Cost index
Footpaths and cycleways	-	-	70,483	Jun-25	Full
Recreational, leisure and community facilities	-	-	50,619	Jun-25	Cost index
Bridges	-	-	33,145	Jun-25	Full
Off Street Car Parks	-	-	20,744	Jun-25	Cost index
Waste management	-	-	4,301	At cost	At cost
<b>Total</b>	-	-	<b>836,044</b>		

Site preparation costs related to the removal and disposal of any unwanted existing structures on the land to make way for hypothetical construction of a reference asset have not been included in the replacement cost estimate for infrastructure assets. Information to estimate those costs is not reasonably available as the Council has not recently undertaken any significant construction projects, such as construction of a new road, that would provide the data to reliably estimate those costs.

Notes to the Financial Report  
For the 12 month period ended 30 June 2025

Description of significant unobservable inputs into level 3 valuations

**Specialised land** is valued using a market based direct comparison technique. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values which are taken into account when pricing the asset. The market value of land varies significantly depending on the location of the land and the current market conditions. Currently land values range between \$8 and \$6,030, per square metre.

**Specialised buildings** are valued using a current replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of buildings. Current replacement costs are calculated on a square metre basis and ranges from \$316 to \$23,793 per square metre. The remaining useful lives of buildings are determined on the basis of the current condition of buildings and vary from 0 years to 50 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in expectations or requirements that could either shorten or extend the useful lives of buildings.

**Infrastructure assets** are valued based on the current replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 7 years to 100 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

	2025	2024
Reconciliation of specialised land	\$'000	\$'000
Community facilities	42,759	42,841
Parks and reserves	573,378	573,341
Other	27,937	22,413
Total specialised land	644,074	638,595

## Notes to the Financial Report For the 12 month period ended 30 June 2025

	2025 \$'000	2024 \$'000
<b>6.3 Investment property</b>		
Balance at beginning of financial year	14,880	14,880
Fair value adjustments	-	-
Balance at end of financial year	<u>14,880</u>	<u>14,880</u>

Investment property is held to generate long-term rental yields. Investment property is measured initially at cost, including transaction costs. Costs incurred subsequent to initial acquisition are capitalised when it is probable that future economic benefit in excess of the originally assessed performance of the asset will flow to the Council. Subsequent to initial recognition at cost, investment property is carried at fair value, determined annually by independent valuers. Changes to fair value are recorded in the comprehensive income statement in the period that they arise.

### **Valuation of investment property**

Valuation of investment property has been determined in accordance with an independent valuation by Jessie Johnson, AAPI CPV, valuer registration no. 102351 who has recent experience in the location and category of the property being valued. The valuation is at fair value, based on the current market value for the property as at 30 June 2025.

## Notes to the Financial Report For the 12 month period ended 30 June 2025

### Note 7 PEOPLE AND RELATIONSHIPS

#### 7.1 Council and key management remuneration

##### (a) Related Parties

###### Parent entity

Hobsons Bay City Council is the parent entity.

##### (b) Key Management Personnel

Key management personnel (KMP) are those people with the authority and responsibility for planning, directing and controlling the activities of Hobsons Bay City Council. The Councillors, Chief Executive Officer and Directors are deemed KMP.

Details of KMP at any time during the year are:

	2025 No.	2024 No.
<b>Councillors</b>		
Councillor Daria Kellander (Mayor - 22 November 2024 to 30 June 2025)	1	1
Councillor Rayane Hawli (Deputy Mayor - 22 November 2024 to 30 June 2025)	1	-
Councillor Lisa Bentley from 19 November 2024	1	-
Councillor Kristin Bishop from 19 November 2024	1	-
Councillor Michael Disbury from 19 November 2024	1	-
Councillor Diana Grima	1	1
Councillor Paddy Keys-MacPherson from 19 November 2024	1	-
Councillor Antoinette Briffa - 1 July 2024 to 25 October 2024	1	1
Councillor Peter Hemphill - 1 July 2024 to 25 October 2024	1	1
Councillor Jonathon Marsden - 1 July 2024 to 25 October 2024	1	1
Councillor Pamela Sutton-Legaud (Deputy Mayor-1 July 2024 to 25 October 24)	1	1
Councillor Matt Tyler (Mayor - 1 July 2024 to 25 October 2025)	1	1
Acting Chief Executive Officer - Kerry Thompson	1	-
Chief Executive Officer Aaron van Egmond (to March 2025)	1	1
Director - Corporate Services Andrew McLeod (to March 2025)	1	1
Acting Director Corporate Services-Ingrid Bishop - January 2025 to May 2025	1	-
Acting Director Corporate Services-Allison Kenwood- May 2025 to June 2025	1	-
Director - Sustainable Communities Rachel Lunn (1 July 2024 to May 2025)	1	1
Director - Infrastructure and City Services Matthew Irving	1	1
Director - Sustainable Communities Penelope Winslade	-	1
Director - Infrastructure and City Services Sanjay Manivasagasivam	-	1
Acting Director Infrastructure and City Services - Jake Trevaskis	-	1
<b>Total Number of Councillors</b>	<b>12</b>	<b>7</b>
<b>Total of Chief Executive Officer and other Key Management Personnel</b>	<b>7</b>	<b>7</b>
<b>Total Number of Key Management Personnel</b>	<b>19</b>	<b>14</b>

##### (c) Remuneration of Key Management Personnel

Remuneration comprises employee benefits including all forms of consideration paid, payable or provided by Council, or on behalf of the Council, in exchange for services rendered. Remuneration of Key Management Personnel and Other senior staff is disclosed in the following categories.

**Short-term employee benefits** include amounts such as wages, salaries, annual leave or sick leave that are usually paid or payable on a regular basis, as well as non-monetary benefits such as allowances and free or subsidised goods or services.

**Post-employment benefits** include pensions, and other retirement benefits paid or payable on a discrete basis when employment has ceased.

**Other long-term employee benefits** include long service leave, other long service benefits or deferred compensation.

**Termination benefits** include termination of employment payments, such as severance packages.

	2025 \$	2024 \$
Total remuneration of key management personnel was as follows:		
Short-term employee benefits	1,546	1,642
Post-employment benefits	139	140
Other long-term employee benefits	35	31
Termination benefits	503	-
<b>Total</b>	<b>2,223</b>	<b>1,813</b>



## Notes to the Financial Report

### For the 12 month period ended 30 June 2025

The numbers of key management personnel whose total remuneration from Council and any related entities, fall within the following bands:

	2025 No.	2024 No.
\$0 - \$29,999	9	-
\$30,000 - \$39,999	3	4
\$40,000 - \$49,999	-	2
\$60,000 - \$69,999	-	1
\$80,000 - \$89,999	-	1
\$90,000 - \$99,999	2	-
\$110,000 - \$119,999	1	1
\$130,000 - \$139,999	-	1
\$200,000 - \$209,999	-	1
\$240,000 - \$249,999	-	1
\$260,000 - \$269,999	1	-
\$310,000 - \$319,999	-	1
\$370,000 - \$379,999	1	-
\$380,000 - \$389,999	1	-
\$410,000 - \$419,999	-	1
\$500,000 - \$509,999	1	-
	<b>19</b>	<b>14</b>

#### (d) Remuneration of other senior staff

Other senior staff are officers of Council, other than Key Management Personnel, whose total remuneration exceeds \$170,000 and who report directly to a member of the KMP.

Comparative figures for the year ended 30 June 2024 have been restated to ensure consistency and comparability.

	2025 \$	2024 \$
Total remuneration of other senior staff was as follows:		
Short-term employee benefits	3,256	2,357
Post-employment benefits	379	254
Other long-term employee benefits	86	58
Termination benefits	108	-
Total	<b>3,829</b>	<b>2,669</b>

The number of other senior staff are shown below in their relevant income bands:

Income Range:	2025 No.	2024 No.
<\$170,000	13	5
\$170,000 - \$179,999	1	2
\$180,000 - \$189,999	2	4
\$190,000 - \$199,999	4	2
\$200,000 - \$209,999	1	1
\$210,000 - \$219,999	1	1
\$260,000 - \$269,999	1	-
	<b>23</b>	<b>15</b>

Total remuneration for the reporting year for other senior staff included above, amounted to:	3,829	2,669
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Notes to the Financial Report  
For the 12 month period ended 30 June 2025

	2025 \$'000	2024 \$'000
<b>7.2 Related party disclosure</b>		
<b>(a) Transactions with related parties</b>		
During the period Council entered into the following transactions with related parties.	-	-
<b>(b) Outstanding balances with related parties</b>		
The following balances are outstanding at the end of the reporting period in relation to transactions with related parties	-	-
<b>(c) Loans to/from related parties</b>		
The aggregate amount of loans in existence at balance date that have been made, guaranteed or secured by the council to a related party are as follows:	-	-
<b>(d) Commitments to/from related parties</b>		
The aggregate amount of commitments in existence at balance date that have been made, guaranteed or secured by the council to a related party are as follows:	-	-

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## Notes to the Financial Report

### For the 12 month period ended 30 June 2025

#### Note 8 MANAGING UNCERTAINTIES

##### 8.1 Contingent assets and liabilities

Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed and if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable, respectively.

###### (a) Contingent assets

Contingent assets are possible assets that arise from past events, whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Council.

At balance date the Council are not aware of any contingent assets.

###### (b) Contingent liabilities

Contingent liabilities are:

- possible obligations that arise from past events, whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Council; or
- present obligations that arise from past events but are not recognised because:
  - it is not probable that an outflow of resources embodying economic benefits will be required to settle the obligation; or
  - the amount of the obligation cannot be measured with sufficient reliability.

###### Superannuation

Council has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme, matters relating to this potential obligation are outlined below. As a result of the volatility in financial markets the likelihood of making such contributions in future periods exists.

###### Insurance claims

Council has no major insurance claims that could have a material impact on future operations.

###### Legal matters

Council is involved in a legal matter which involves the licensing of financial software and the provision of maintenance and support. While there may be a potential obligation, a reliable estimate of the amount cannot be made. It is not expected to have a material impact on Council's future operations.

###### Building cladding

Council has a potential contingency in relation to rectification works of building cladding.

###### Liability Mutual Insurance

Council was a participant of the MAV Liability Mutual Insurance (LMI) Scheme. The LMI scheme provides public liability and professional indemnity insurance cover. The LMI scheme states that each participant will remain liable to make further contributions to the scheme in respect of any insurance year in which it was a participant to the extent of its participant's share of any shortfall in the provision set aside in respect of that insurance year, and such liability will continue whether or not the participant remains a participant in future insurance years.

From 1 July 2024 Council is insured by CivicRisk Mutual, a mutual insurance company that is owned by the members. Council is fully covered in all aspects of its insurance requirements.

###### (c) Guarantees for loans to other entities

The amount disclosed for financial guarantee in this note is the nominal amount of the underlying loan that is guaranteed by the Council, not the fair value of the financial guarantee.

	2025	2024
	\$'000	\$'000
Altona Sports Centre - Loan guarantee	1,500	1,500

Financial guarantee contracts are not recognised as a liability in the balance sheet unless the lender has exercised their right to call on the guarantee or Council has other reasons to believe that it is probable that the right will be exercised.

## Notes to the Financial Report For the 12 month period ended 30 June 2025

### 8.2 Change in accounting standards

Certain new Australian Accounting Standards and interpretations have been published that are not mandatory for the 30 June 2025 reporting period. Council assesses the impact of these new standards.

As at 30 June 2025 there were no new accounting standards or interpretations issued by the AASB which are applicable for the year ending 30 June 2025 that are expected to impact Council.

In September 2024 the Australian Accounting Standards Board (AASB) issued two Australian Sustainability Reporting Standards (ASRS). This followed Commonwealth legislation establishing Australia's sustainability reporting framework. Relevant entities will be required to undertake mandatory reporting of climate-related disclosures in future financial years. Public sector application issues remain under consideration and Council will continue to monitor developments and potential implications for future financial years.

### 8.3 Financial instruments

#### (a) Objectives and policies

The Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank and TCV borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in the notes of the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

#### (b) Market risk

Market risk is the risk that the fair value or future cash flows of council financial instruments will fluctuate because of changes in market prices. The Council's exposure to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

#### Interest rate risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Council does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has no exposure to cash flow interest rate risk through cash and deposits at floating rates.

Investment of surplus funds is made with approved financial institutions under the *Local Government Act 2020*. Council manages interest rate risk by adopting an investment policy that ensures:

- diversification of investment product;
- monitoring of return on investment; and
- comparison with budget.

There has been no significant change in the Council's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have an impact on the Council's year end result.

## **Notes to the Financial Report**

### **For the 12 month period ended 30 June 2025**

#### **(c) Credit risk**

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause Council to make a financial loss. Council have exposure to credit risk on some financial assets included in the balance sheet. Particularly significant areas of credit risk exist in relation to outstanding fees and fines as well as loans and receivables from sporting clubs and associations. To help manage this risk:

- council have a policy for establishing credit limits for the entities council deal with;
- council may require collateral where appropriate; and
- council only invest surplus funds with financial institutions which have a recognised credit rating specified in council's investment policy.

Receivables consist of a large number of customers, spread across the ratepayer, business and government sectors. Credit risk associated with the council's financial assets is minimal. Rates debtors are secured by a charge over the rateable property.

There are no material financial assets which are individually determined to be impaired.

Council may also be subject to credit risk for transactions which are not included in the balance sheet, such as when council provide a guarantee for another party. Details of our contingent liabilities are disclosed in Note 8.1(b).

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any allowance for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. Council does not hold any collateral.

#### **(d) Liquidity risk**

Liquidity risk includes the risk that, as a result of council's operational liquidity requirements it will not have sufficient funds to settle a transaction when required or will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks Council:

- have a liquidity policy which targets a minimum and average level of cash and cash equivalents to be maintained;
- have readily accessible standby facilities and other funding arrangements in place;
- have a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitor budget to actual performance on a regular basis; and
- set limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

The Council's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed on the face of the balance sheet and the amounts related to financial guarantees disclosed in Note 8.1(c), and is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

With the exception of borrowings, all financial liabilities are expected to be settled within normal terms of trade. Details of the maturity profile for borrowings are disclosed at Note 5.4.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value.

#### **(e) Sensitivity disclosure analysis**

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, Council believes the following movements are 'reasonably possible' over the next 12 months:

- A parallel shift of + 0.5% and -1.0% in market interest rates (AUD) from year-end rates of 4.34%.

These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact on the results of Council's operations.

## Notes to the Financial Report For the 12 month period ended 30 June 2025

### 8.4 Fair value measurement

#### Fair value hierarchy

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council's financial assets and liabilities are measured at amortised cost.

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

Council has considered the amendments to AASB 13 Fair Value Measurement that apply for the 2024-25 financial year as a result of AASB 2022-10 Amendments to Australian Accounting Standards - Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities. For assets, where the Council adopts a current replacement cost approach to determine fair value, the Council now considers the inclusion of site preparation costs, disruption costs and costs to restore another entity's assets in the underlying valuation.

The AASB 13 amendments apply prospectively, comparative figures have not been restated.

The AASB 13 amendments have not resulted in any material impacts to Council's financial statements.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities

Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and

Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

Site preparation costs related to the removal and disposal of any unwanted existing structures on the land to make way for hypothetical construction of a reference asset have not been included in the replacement cost estimate for infrastructure assets. Information to estimate those costs is not reasonably available as the Council has not recently undertaken any significant construction projects, such as construction of a new road, that would provide the data to reliably estimate those costs.

#### Revaluation

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. (For plant and equipment carrying amount is considered to approximate fair value given short useful lives). At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use of an asset result in changes to the permissible or practical highest and best use of the asset. In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from one to four years. The valuation is performed either by experienced council officers or independent experts. The following table sets out the frequency of revaluations by asset class.

Asset class	Revaluation frequency
Land	Annual
Buildings	Annual
Roads	Annual
Bridges	Annual
Footpaths and cycleways	Annual
Drainage	Annual
Off street car parks	Annual
Recreational, leisure and community facilities	Annual
Parks, open space and streetscapes	Annual

Where the assets are revalued, the revaluation increases are credited directly to the asset revaluation reserve except to the extent that an increase reverses a prior year decrease for that class of asset that had been recognised as an expense in which case the increase is recognised as revenue up to the amount of the expense. Revaluation decreases are recognised as an expense except where prior increases are included in the asset revaluation reserve for that class of asset in which case the decrease is taken to the reserve to the extent of the remaining increases. Within the same class of assets, revaluation increases and decreases within the year are offset.

#### Impairment of assets

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

### 8.5 Events occurring after balance date

No matters have occurred after balance date that require disclosure in the financial report.

## Notes to the Financial Report For the 12 month period ended 30 June 2025

### Note 9 OTHER MATTERS

#### 9.1 Reserves

##### (a) Asset revaluation reserves

#### 2025

##### Property

	Balance at beginning of reporting period \$'000	Increase (decrease) \$'000	Balance at end of reporting period \$'000
Land	536,869	-	536,869
Buildings	25,169	15,996	41,165
Heritage Buildings	(646)	646	-
	<b>561,392</b>	<b>16,642</b>	<b>578,034</b>

##### Infrastructure

Roads	214,888	65,785	280,673
Bridges	30,065	13,557	43,622
Footpaths and cycleways	110,400	(9,761)	100,639
Drainage	16,913	10,904	27,817
Recreational, leisure and community facilities	4,630	1,153	5,783
Parks, open space and streetscapes	46,897	4,922	51,819
Offstreet car parks	28	2,874	2,902
	<b>423,821</b>	<b>89,433</b>	<b>513,255</b>

##### Total asset revaluation reserves

	<b>985,214</b>	<b>106,075</b>	<b>1,091,289</b>
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#### 2024

##### Property

Land	536,869	-	536,869
Buildings	12,620	12,549	25,169
Heritage Buildings	(3,596)	929	(2,667)
	<b>545,893</b>	<b>13,478</b>	<b>559,371</b>

##### Infrastructure

Roads	176,280	38,608	214,888
Bridges	29,106	959	30,065
Footpaths and cycleways	88,670	21,730	110,400
Drainage	16,913	-	16,913
Recreational, leisure and community facilities	4,630	-	4,630
Parks, open space and streetscapes	46,897	-	46,897
Offstreet car parks	149	(121)	28
	<b>362,646</b>	<b>61,175</b>	<b>423,821</b>

##### Total asset revaluation reserves

	<b>908,539</b>	<b>74,653</b>	<b>983,191</b>
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The asset revaluation reserve is used to record the increased (net) value of Council's assets over time.

## Notes to the Financial Report

### For the 12 month period ended 30 June 2025

	Balance at beginning of reporting period \$'000	Transfer from accumulated surplus \$'000	Transfer to accumulated surplus \$'000	Balance at end of reporting period \$'000
<b>(b) Other reserves</b>				
<b>2025</b>				
Car Park reserve	222	-	-	222
Infrastructure reserve	4,823	8,296	(1,504)	11,615
Recreation land fund reserve	2,101	3,588	(3,000)	2,689
Street Planting reserve	132	191	(84)	239
Capital works carry over reserve	16,478	14,036	(23,477)	7,036
Discretionary loan repayment reserve	4,500	500	-	5,000
Grants commission reserve	-	1,768	-	1,768
Port Phillip Woollen reserve	1,014	16	(700)	330
Precinct 15 (Altona North ) reserve	4,181	-	1,121	5,302
Precinct 16 (former Caltex Site) reserve	33	19	-	52
<b>Total Other reserves</b>	<b>33,484</b>	<b>28,414</b>	<b>(27,644)</b>	<b>34,254</b>
<b>2024</b>				
Car Park reserve	222	-	-	222
Infrastructure reserve	6,614	1,681	(3,472)	4,823
Recreation land fund reserve	2,155	2,946	(3,000)	2,101
Street Planting reserve	113	98	(79)	132
Capital works carry over reserve	11,356	15,927	(10,806)	16,478
Discretionary loan repayment reserve	4,000	500	-	4,500
Grants commission reserve	3,197	-	(3,197)	-
Port Phillip Woollen reserve	571	461	(19)	1,014
Precinct 15 (Altona North ) reserve	3,024	1,156	-	4,181
Precinct 16 (former Caltex Site) reserve	-	33	-	33
<b>Total Other reserves</b>	<b>31,253</b>	<b>22,803</b>	<b>(20,572)</b>	<b>33,484</b>

**Car park reserve** relates to a car parking strategy for the commercial centre in Williamstown.

**Infrastructure reserve** is used to set aside funds for future capital works from operational or capital budget savings.

**Recreation land fund reserve** holds funds contributed by developers for works associated with developing and improving public open space and recreational facilities within Council.

**Street tree planting reserve** holds funds contributed by developers to be used towards street tree planting and maintenance.

**Capital works carryover reserve** is used to fund timing differences caused by projects being delayed (or brought forward) in the annual Capital Works Program.

**Discretionary loan repayment reserve** was established to repay the principal at maturity for interest only debt.

**Grant commission reserve** holds funds received in advance from the Victorian Grants Commission relating to the next financial year.

**Port Phillip Woollen Mill, Precinct 15 (Altona North) and Precinct 16 (Former Caltex site - Altona North) reserves** hold funds received under the Design and Development Overlay, Schedule 1 and 2, of the Hobsons Bay Planning Scheme.



## Notes to the Financial Report For the 12 month period ended 30 June 2025

	2025	2024
	\$'000	\$'000
<b>9.2 Reconciliation of cash flows from operating activities to surplus</b>		
Surplus for the year	22,798	19,558
<i>Non-cash adjustments:</i>		
Loss on disposal of property, infrastructure, plant and equipment	4,066	5,613
Impairment losses	416	354
Write off of prior year works in progress	2,821	-
Fair value adjustments for assets held for sale	-	(211)
Contributions - Non-monetary assets	(10,374)	(11,673)
Depreciation	36,666	32,659
Amortisation	310	359
<i>Change in assets and liabilities:</i>		
Increase in trade and other receivables	(1,837)	(4,599)
Increase in prepayments	(577)	(135)
Decrease in unearned income	(1,454)	(1,037)
Increase in trade and other payables	6,808	4,228
Increase/(decrease) in trust funds and deposits	(1,049)	625
Increase in inventories	(3)	(4)
Decrease in provisions	(81)	(306)
Decrease in accrued income	(1)	(124)
<b>Net cash provided by operating activities</b>	<b>58,509</b>	<b>45,307</b>

### 9.3 Superannuation

Council makes /the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in the Comprehensive Income Statement when they are made or due.

#### Accumulation

The Fund's accumulation category, Vision MySuper/Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2025, this was 11.5% as required under Superannuation Guarantee (SG) legislation (2024: 11.0%)).

#### Defined Benefit

Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of Council in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Fund Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.

#### Funding arrangements

Council makes employer contributions to the Defined Benefit category of the Fund at rates determined by the Trustee on the advice of the Fund Actuary. As at 30 June 2024, an interim actuarial investigation was held as the Fund provides lifetime pensions in the Defined Benefit category. The vested benefit index (VBI) of the Defined Benefit category as at 30 June 2024 (of which Council is a contributing employer) was 105.4%. The financial assumptions used to calculate the VBI were:

Net investment returns	5.6% pa
Salary information	3.5% pa
Price inflation (CPI)	2.7% pa

As at 30 June 2025, an interim actuarial investigation is underway as the Fund provides lifetime pensions in the Defined Benefit category. It is expected to be completed by 31 October 2025.

Vision Super has advised that the VBI at 30 June 2025 was 110.5%. Council was notified of the 30 June 2025 VBI during August 2025. The financial assumptions used to calculate this VBI were:

Net investment returns	5.7% pa
Salary information	3.5% pa
Price inflation (CPI)	2.6% pa

The VBI is used as the primary funding indicator. Because the VBI was above 100%, the 30 June 2024 actuarial investigation determined the Defined Benefit category was in a satisfactory financial position and that no change was necessary to the Defined Benefit category's funding arrangements from prior years.

## Notes to the Financial Report For the 12 month period ended 30 June 2025

### Employer contributions

#### (a) Regular contributions

On the basis of the results of the 2024 interim actuarial investigation conducted by the Fund Actuary, Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2025, this rate was 11.5% of members' salaries (11.0% in 2023/24). This rate is expected to increase in line with any increases in the SG contribution rate and was reviewed as part of the 30 June 2023 triennial valuation.

In addition, Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

#### (b) Funding calls

If the Defined Benefit category is in an unsatisfactory financial position at an actuarial investigation or the Defined Benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the Defined Benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 98% from 26 July 2024 (previously 97%).

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including Council) are required to make an employer contribution to cover the shortfall.

Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's Defined Benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up.

If there is a surplus in the Fund, the surplus cannot be returned to the participating employers.

In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

### The 2024 interim actuarial investigation surplus amounts

An actuarial investigation is conducted annually for the Defined Benefit category of which Council is a contributing employer. Generally, a full actuarial investigation is conducted every three years and interim actuarial investigations are conducted for each intervening year. An interim investigation was conducted as at 30 June 2024 while a full investigation was conducted as at 30 June 2023.

The Fund's actuarial investigation identified the following for the Defined Benefit category of which Council is a contributing employer:

	2024 (Interim) \$m	2023 (Triennial) \$m
- A VBI Surplus	\$108.4	\$85.7
- A total service liability surplus	\$141.4	\$123.6
- A discounted accrued benefits surplus	\$156.7	\$141.9

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2024.

The total service liability surplus means that the current value of the assets in the Fund's Defined Benefit category plus expected future contributions exceeds the value of expected future benefits and expenses as at 30 June 2024.

The discounted accrued benefit surplus means that the current value of the assets in the Fund's Defined Benefit category exceeds the value of benefits payable in the future but accrued in respect of service to 30 June 2024.

## Notes to the Financial Report For the 12 month period ended 30 June 2025

### **The 2025 interim actuarial investigation**

An interim actuarial investigation is being conducted for the Fund's position as at 30 June 2025 as the Fund provides lifetime pensions in the Defined Benefit category.

Vision Super has advised that the VBI at 30 June 2025 was 110.5%. Council was notified of the 30 June 2025 VBI during August 2025. The financial assumptions used to calculate this VBI were:

Net investment returns	5.7% pa
Salary information	3.5% pa
Price inflation (CPI)	2.6% pa

It is anticipated that this actuarial investigation will be completed by 31 October 2025.

### **The 2023 triennial investigation**

The last triennial actuarial investigation conducted prior to 30 June 2023 was at 30 June 2020. This actuarial investigation was completed by 31 December 2020. The financial assumptions for the purposes of that investigation was:

	2023 Triennial investigation	2020 Triennial investigation
Net investment return	5.7% pa	5.6% pa
Salary inflation	3.50% pa	2.5% pa for two years and 2.75% pa thereafter
Price inflation	2.8% pa	2.0% pa

### **Superannuation contributions**

Contributions by Council (excluding any unfunded liability payments) to the above superannuation plans for the financial year ended 30 June 2025 are detailed below:

Scheme	Type of Scheme	Rate	2025 \$'000	2024 \$'000
Vision super	Defined benefits	11.5% (2024:11.0%)	101	117
Vision super	Accumulation	11.5% (2024:11.0%)	2,370	2,327

There were no contributions outstanding and no loans issued from or to the above schemes as at 30 June 2025.

The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2026 is \$140,000.

## Notes to the Financial Report For the 12 month period ended 30 June 2025

### Note 9.4 Prior period adjustments

#### Note 9.4 (a)

The negative balance in the Heritage Buildings Revaluation Reserve has been adjusted to reverse valuation decreases recorded in prior years for this asset class.

This adjustment results in a reduction of the Accumulated Surplus and a reversal of the corresponding amount in the Asset Revaluation Reserve.

	At 30 June 2024 \$'000	Prior period adjustment \$'000	At 1 July 2024 as restated \$'000
<b>Equity</b>			
Asset revaluation reserve	983,192	2,021	985,213
Accumulated surplus	641,965	(2,021)	639,944
<b>Total Equity</b>	<b>1,625,157</b>	<b>-</b>	<b>1,625,157</b>

#### Note 9.4 (b)

Council has identified a land asset which has not previously been recognised. This has been corrected by restating the affected financial statement line item at 1 July 2023.

	At 30 June 2023 \$'000	Prior period adjustment \$'000	At 1 July 2023 as restated \$'000
Property, infrastructure, plant and equipment	1,540,304	1,487	1,541,791
<b>Total non-current assets</b>	<b>1,558,743</b>	<b>1,487</b>	<b>1,560,230</b>
<b>Total assets</b>	<b>1,625,003</b>	<b>1,487</b>	<b>1,626,490</b>
<b>Net assets</b>	<b>1,562,941</b>	<b>1,487</b>	<b>1,564,428</b>
<b>Equity</b>			
Accumulated surplus	623,151	1,487	624,638
<b>Total Equity</b>	<b>623,151</b>	<b>1,487</b>	<b>624,638</b>

**Notes to the Financial Report**  
**For the 12 month period ended 30 June 2025**

**Note 10 CHANGE IN ACCOUNTING POLICY**

There have been no changes to accounting policies in the 2024-25 year.

**Hobsons Bay City Council**  
**Performance Statement**  
For the year ended 30 June 2025

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## **Certification of the Performance Statement**

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In my opinion, the accompanying performance statement has been prepared in accordance with the *Local Government Act 2020* and the Local Government (Planning and Reporting) Regulations 2020.

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Hamish Munro, CPA  
**Principal Accounting Officer**  
**Dated:**

In our opinion, the accompanying performance statement of Hobsons Bay City Council for the year ended 30 June 2025 presents fairly the results of council's performance in accordance with the *Local Government Act 2020* and the Local Government (Planning and Reporting) Regulations 2020.

The performance statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of signing, we are not aware of any circumstances that would render any particulars in the performance statement to be misleading or inaccurate.

We have been authorised by the council and by the Local Government (Planning and Reporting) Regulations 2020 to certify this performance statement in its final form.

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Cr Daria Kellander  
**Mayor**  
**Dated:**

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Cr Kristin Bishop  
**Councillor**  
**Dated:**

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Kerry Thompson  
**Interim Chief Executive Officer**  
**Dated:**

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## **Victorian Auditor – General’s Office Audit Report**

**Insert VAGO report**

**Insert VAGO report**

## Section 1. Description of municipality

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### Description of municipality

Hobsons Bay is situated at the northern end of Port Phillip Bay, about 10 km west of central Melbourne and includes the suburbs of Altona, Altona Meadows, Altona North, Brooklyn, Laverton, Newport, Seabrook, Seaholme, South Kingsville, Spotswood, Williamstown and Williamstown North. Each suburb has its own unique character, from the historic seaport of Williamstown with its range of heritage buildings, to the more recently developed residential areas of Altona Meadows and Seabrook.

In 2024, Hobsons Bay had an estimated resident population of 95,633 which is forecast to increase to 113,134 by 2046.

Hobsons Bay covers an area of about 64.20 km<sup>2</sup> and has more than 20 km of coastline. It is also home to significant coastal wetlands, five creek systems, remnant native grasslands, and important flora and fauna habitats, which make up 24 per cent of the city's total land area.

Hobsons Bay has a range of major industrial complexes, which contribute significantly to the economy of Victoria. It has good access to regional transport facilities such as the West Gate Freeway, the Western Ring Road, CityLink, the National Rail Line, and the ports and airports of Melbourne and Avalon.

These features contribute to the city's culture, which is strongly linked to its maritime heritage, rich natural environment, industry and lifestyle.

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## Section 2. Service performance indicators

For the year ended 30 June 2025

### Results

	2022	2023	2024	2025		Comment
Service / Indicator / Measure [Formula]	Actual	Actual	Actual	Target as per budget	Actual	
<b>Aquatic Facilities</b> <b>Utilisation</b> <i>Utilisation of aquatic facilities</i> [Number of visits to aquatic facilities / Municipal population]	0.00	0.00	0.00	N/A	0.00	Council does not have operational control of the aquatic facilities in its municipality and therefore the indicators are not reported on.
<b>Animal Management</b> <b>Health and safety</b> <i>Animal management prosecutions</i> [Number of successful animal management prosecutions / Number of animal management prosecutions] x 100	100%	100%	100%	N/A	100%	Council has maintained a 100% success rate due to thoroughness of the investigation process.

### Results

	2022	2023	2024	2025		Comment
Service / Indicator / Measure [Formula]	Actual	Actual	Actual	Target as per budget	Actual	
<b>Food Safety</b> <b>Health and safety</b> <i>Critical and major non-compliance outcome notifications</i> [Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x100	87.36%	99.12%	96.61%	N/A	100.00%	The result is attributed to improvements and streamlining of internal processes.
<b>Governance</b> <b>Consultation and engagement</b> <i>Satisfaction with community consultation and engagement</i> [Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement ]	60	56	53	56	55	On trend with previous year results.

### Results

	2022	2023	2024	2025		Comment
<b>Service / Indicator / Measure</b> [Formula]	Actual	Actual	Actual	Target as per budget	Actual	
<b>Libraries</b> <b>Participation</b> <i>Library membership</i> [Number of registered library members / Population] x100	#N/A	#N/A	31.97%	N/A	34.61%	Reopening of refurbished Altona North as well as pop up library through January at Altona Gate shopping centre contributed to this.
<b>Maternal and Child Health (MCH)</b> <b>Participation</b> <i>Participation in the MCH service</i> [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100	67.41%	68.42%	71.09%	N/A	73.30%	There has been a noticeable increase in participation in the Maternal and Child Health (MCH) service compared to previous years. This reflects the success of ongoing efforts to boost service engagement, including targeted outreach to childcare centres, kindergartens, and playgroups to connect with families and children who may have previously faced barriers to access. Work is ongoing to re-engage families who have not yet participated. Strategies include follow-up on missed appointments, initiatives to improve customer service and service accessibility, and the promotion of new parenting and support groups—particularly aimed at supporting vulnerable families within the community.

Results						
	2022	2023	2024	2025		Comment
Service / Indicator / Measure [Formula]	Actual	Actual	Actual	Target as per budget	Actual	
<b>Maternal and Child Health (MCH)</b> <b>Participation</b> <i>Participation in the MCH service by Aboriginal children</i> [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100	83.65%	80.73%	80.53%	N/A	82.26%	Overall participation rates in the MCH service have increase, with a notable rise in engagement among Aboriginal children compared with the same time last year. This positive trend reflects the success of targeted efforts to support and engage Aboriginal families through culturally safe and appropriate practices. The increase in participation among Aboriginal children aligns closely with the overall growth in service engagement, highlighting the impact of inclusive and responsive service delivery.
<b>Roads</b> <b>Condition</b> <i>Sealed local roads maintained to condition standards</i> [Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads] x100	97.46%	92.64%	92.66%	95.00%	95.89%	Council is renewing roads at the rate they are degrading so the average condition remains nearly constant.

## Results

	2022	2023	2024	2025		Comment
<b>Service / Indicator / Measure</b> [Formula]	Actual	Actual	Actual	Target as per budget	Actual	
<b>Statutory Planning</b> <b>Service standard</b> <i>Planning applications decided within required time frames</i> [(Number of regular planning application decisions made within 60 days) + (Number of VicSmart planning application decisions made within 10 days) / Number of planning application decisions made] x100	53.57%	51.42%	71.56%	65.00%	72.70%	The number of applications decided within timeframes has improved, and is above state average, and exceeds Council's target.
<b>Waste Management</b> <b>Waste diversion</b> <i>Kerbside collection waste diverted from landfill</i> [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100	57.76%	53.13%	51.92%	53.00%	48.56%	The total volume of all waste and recycling declined this year. However, the proportion that ends up in landfill continues to increase. The Container Deposit Scheme (CDS) has captured some of the recycling that would have previously been in the Mixed Recycling or Glass bins resulting in a downward trend for both these bins. In addition, residents continue to prefer to use the garbage bin for their food waste.



## Section 3. Financial performance indicators

For the year ended 30 June 2025

	Results					Forecasts				
	2022	2023	2024	2025		2026	2027	2028	2029	Material Variations and Comments
Dimension / Indicator / Measure [Formula]	Actual	Actual	Actual	Target as per budget	Actual	Forecasts	Forecasts	Forecasts	Forecasts	
<b>Efficiency</b> <b>Expenditure level</b> <i>Expenses per property assessment</i> [Total expenses / Number of property assessments]	\$3,009.07	\$3,302.48	\$3,514.92	\$3,491.00	\$3,585.65	\$3,631.65	\$3,694.45	\$3,760.07	\$3,877.23	The increase in 2024-25 reflects the increase in operational expenditure compared to the previous year. There has only been a slight gradual increase in the number of assessable properties. This trend is expected to continue.
<b>Revenue level</b> <i>Average rate per property assessment</i> [Sum of all general rates and municipal charges / Number of property assessments]	\$2,461.45	\$2,534.54	\$2,613.90	N/A	\$2,676.97	\$2,787.11	\$2,839.68	\$2,893.05	\$2,947.23	The increase in 2024-25 reflects the rate cap increase (2.75%) and supplementary rate increases resulting from strong property growth. This trend is expected to continue.

	Results					Forecasts				
	2022	2023	2024	2025		2026	2027	2028	2029	Material Variations and Comments
Dimension / Indicator / Measure [Formula]	Actual	Actual	Actual	Target as per budget	Actual	Forecasts	Forecasts	Forecasts	Forecasts	
<b>Liquidity</b> <b>Working capital</b> <i>Current assets compared to current liabilities</i> [Current assets / Current liabilities] x100	135.46%	155.10%	153.52%	106.20%	141.65%	104.69%	113.75%	118.91%	128.17%	The decreased ratio in 2024-25 is caused by an increase in current liabilities which reflects the \$5 million MAV Bond repayment due in 2025-26.
<b>Unrestricted cash</b> <i>Unrestricted cash compared to current liabilities</i> [Unrestricted cash / Current liabilities] x100	-29.98%	-12.17%	-36.56%	N/A	-12.91%	-20.65%	-22.66%	-22.22%	-22.96%	The negative results are offset by other financial assets (investments) of \$28 million in 2024-25, which are investments held for periods over 90 days. These investments are not included in the calculation, but are used to fund Council's ongoing operations and liabilities.

	Results					Forecasts				
	2022	2023	2024	2025		2026	2027	2028	2029	Material Variations and Comments
Dimension / Indicator / Measure [Formula]	Actual	Actual	Actual	Target as per budget	Actual	Forecasts	Forecasts	Forecasts	Forecasts	
<b>Obligations</b>										
<b>Loans and borrowings</b>										
<i>Loans and borrowings compared to rates</i> [Interest bearing loans and borrowings / Rate revenue] x100	10.03%	15.24%	18.67%	N/A	15.97%	10.18%	8.14%	6.14%	4.23%	The decreased ratio in 2024-25 and beyond reflects the ongoing repayment of Council's existing loans. Loans repayments will continue and no new borrowings are currently projected, so this ratio will continue to decrease.
<i>Loans and borrowings repayments compared to rates</i> [Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100	8.00%	1.09%	1.66%	N/A	2.40%	5.73%	2.10%	2.03%	1.98%	The increased ratio in 2024-25 is due to an increase in principle and interest payments for loan borrowings during the year. The further increase in the ratio in 2025-26 reflects the \$5 million MAV Bond repayment . The ratio is then forecast to decrease as no further loan borrowings are projected, and existing loans are repaid.
<b>Indebtedness</b>										
<i>Non-current liabilities compared to own source revenue</i> [Non-current liabilities / Own source revenue] x100	9.53%	13.60%	15.93%	N/A	10.39%	8.74%	6.68%	4.81%	3.31%	The indicator has increased each year until 2023-24 reflecting additional loan borrowings in each financial year. The ratio reduced in 2024-25 and this trend is expected to continue, reflecting no new loan borrowings, and the repayment of existing loans.
<b>Asset renewal and upgrade</b>										
<i>Asset renewal and upgrade compared to depreciation</i> [Asset renewal and asset upgrade expense / Asset depreciation] x100	182.46%	136.17%	101.25%	187.90%	130.67%	132.64%	70.82%	70.63%	81.74%	The indicator increased in 2024-25, reflecting the increased percentage of capital works being spent to renew and upgrade existing assets. The indicator is expected to decrease from 2026-27, consistent with less funding being available to be spent on Council's capital works program.

Results						Forecasts				Material Variations and Comments
	2022	2023	2024	2025		2026	2027	2028	2029	
Dimension / Indicator / Measure [Formula]	Actual	Actual	Actual	Target as per budget	Actual	Forecasts	Forecasts	Forecasts	Forecasts	
<b>Operating position</b> <b>Adjusted underlying result</b> Adjusted underlying surplus (or deficit) [Adjusted underlying surplus (deficit)/ Adjusted underlying revenue] x100	10.22%	8.33%	2.13%	N/A	4.84%	3.64%	4.47%	4.86%	3.89%	The increased ratio in 2024-25 reflects the increased adjusted operating surplus. The result is impacted by an increase in recurrent grants, particularly the timing of VGC funding and HACC funding retained from previous years. Forecasts are for the indicator to improve by generating further income and containing operating expenditure.
<b>Stability</b> <b>Rates concentration</b> Rates compared to adjusted underlying revenue [Rate revenue / Adjusted underlying revenue] x100	81.47%	78.93%	81.90%	83.90%	80.22%	83.72%	83.90%	84.49%	84.40%	The slight decrease to the ratio in 2024-25 has been impacted by the increase in recurrent grants, particularly the timing of VGC funding and HACC funding retained from previous years. The indicator is forecast to increase (very) slightly with rate income expected to increase at levels similar to other own-source revenue.
<b>Rates effort</b> Rates compared to property values [Rate revenue / Capital improved value of rateable properties in the municipality] x100	0.32%	0.30%	0.30%	N/A	0.31%	0.32%	0.33%	0.33%	0.34%	Rates compared to property values in 2024-25 are relatively consistent with the previous three years as there have only been small increase in property values over this period. The minimal increases to future forecasts reflect increases to rates consistent with predicted rate caps and minimal increases to property values.

## Section 4. Sustainable capacity indicators

For the year ended 30 June 2025

Results					Comment
	2022	2023	2024	2025	
<i>Indicator / Measure</i> [Formula]	Actual	Actual	Actual	Actual	
<b>Population</b> <i>Expenses per head of municipal population</i> [Total expenses / Municipal population]	\$1,429.03	\$1,592.63	\$1,687.49	\$1,735.14	The increase in 2024-25 is generally due to the increase in operational expenditure compared to the previous year.
<i>Infrastructure per head of municipal population</i> [Value of infrastructure / Municipal population]	\$9,161.18	\$9,867.31	\$10,683.36	\$11,737.20	The increase in 2024-25 is generally due to the increase in the value of Council's infrastructure, due to asset revaluations that occurred during the financial year.
<i>Population density per length of road</i> [Municipal population / Kilometres of local roads]	213.11	210.89	215.00	218.34	The indicator increased slightly in 2024-25 due to the increase in the population figure. The increase in road length is minor.

### Results

	2022	2023	2024	2025	Comment
<b>Indicator / Measure</b> [Formula]	Actual	Actual	Actual	Actual	
<b>Own-source revenue</b> <i>Own-source revenue per head of municipal population</i> [Own-source revenue / Municipal population]	\$1,416.48	\$1,550.40	\$1,583.09	\$1,633.36	The increased indicator in 2024-25 reflects the increase in own-source revenue, particularly rate income and recurrent grants, impacted by the timing of VGC funding and HACC funding retained from previous years.
<b>Recurrent grants</b> <i>Recurrent grants per head of municipal population</i> [Recurrent grants / Municipal population]	\$113.07	\$119.26	\$75.20	\$127.21	The increased indicator in 2024-25 reflects the increase in recurrent grants. This has been impacted by the timing of VGC funding and HACC funding retained from previous years.
<b>Disadvantage</b> <i>Relative Socio-Economic Disadvantage</i> [Index of Relative Socio-Economic Disadvantage by decile]	7.00	7.00	7.00	7.00	As the source of the socio-economic disadvantage is based on 2021 Census data, the indicator has not changed.
<b>Workforce turnover</b> <i>Percentage of staff turnover</i> [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x100	25.8%	18.1%	12.9%	18.3%	The turnover rate has increased over the past 12 months, and is sitting slightly above the metro Council benchmark. Whilst retention is important, a healthy level of turnover is equally important to bring in new ways of thinking, doing work, and building on culture.

## Section 5. Notes to the accounts

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### 5.1. Basis of preparation

Council is required to prepare and include a performance statement within its annual report. The performance statement includes the results of the prescribed, service performance, financial performance and sustainable capacity indicators and measures together with a description of the municipal district, an explanation of material variations in the results and notes to the accounts. This statement has been prepared to meet the requirements of the *Local Government Act 2020* and *Local Government (Planning and Reporting) Regulations 2020*.

Where applicable the results in the performance statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from council information systems or from third parties (e.g., Australian Bureau of Statistics or the Council's satisfaction survey provider).

The performance statement presents the actual results for the current year and the previous three years, along with the current year's target, if mandated by the Local Government (Planning and Reporting) Regulations 2020. Additionally, for the prescribed financial performance indicators and measures, the performance statement includes the target budget for the current year and the results forecast for the period 2025-26 to 2028-29 by the council's financial plan.

The Local Government (Planning and Reporting) Regulations 2020 requires explanation of any material variations in the results contained in the performance statement. Council has adopted materiality thresholds relevant to each indicator and measure and explanations have not been provided for variations below the materiality thresholds unless the variance is considered to be material because of its nature.

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## 5.2. Definitions

Key term	Definition
Aboriginal children	means a child who is an Aboriginal person
Aboriginal person	has the same meaning as in the Aboriginal Heritage Act 2006
adjusted underlying revenue	means total income other than: <ul style="list-style-type: none"> <li>• non-recurrent grants used to fund capital expenditure; and</li> <li>• non-monetary asset contributions; and</li> <li>• contributions to fund capital expenditure from sources other than those referred to above</li> </ul>
adjusted underlying surplus (or deficit)	means adjusted underlying revenue less total expenditure
annual report	means an annual report prepared by a council under section 98 of the Act
asset renewal expenditure	means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability
asset upgrade expenditure	means expenditure that— (a) enhances an existing asset to provide a higher level of service; or (b) extends the life of the asset beyond its original life
critical non-compliance outcome notification	means a notification received by council under section 19N(3) or (4) of the <i>Food Act 1984</i> , or advice given to council by an authorized officer under that Act, of a deficiency that poses an immediate serious threat to public health
current assets	has the same meaning as in the Australian Accounting Standards
current liabilities	has the same meaning as in the Australian Accounting Standards
food premises	has the same meaning as in the <i>Food Act 1984</i>
intervention level	means the level set for the condition of a road beyond which a council will not allow the road to deteriorate and will need to intervene
local road	means a sealed or unsealed road for which the council is the responsible road authority under the <i>Road Management Act 2004</i>
major non-compliance outcome notification	means a notification received by a council under section 19N(3) or (4) of the <i>Food Act 1984</i> , or advice given to council by an authorized officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken
MCH	means the Maternal and Child Health Service provided by a council to support the health and development of children within the municipality from birth until school age
non-current liabilities	means all liabilities other than current liabilities
own-source revenue	means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)
population	means the resident population estimated by council



rate revenue	means revenue from general rates, municipal charges, service rates and service charges
relative socio-economic disadvantage	in relation to a municipal district, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipal district is located according to the Index of Relative Socio-Economic Disadvantage of SEIFA
restricted cash	means cash, cash equivalents and financial assets, within the meaning of the Australian Accounting Standards, not available for use other than for a purpose for which it is restricted, and includes cash to be used to fund capital works expenditure from the previous financial year
SEIFA	means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its Internet site
unrestricted cash	means all cash and cash equivalents other than restricted cash

***S4A Instrument of Revocation***

**Hobsons Bay City Council**

**Instrument of Revocation**

**by**

**Council**

## Instrument of Revocation

By this Instrument of Revocation, Hobsons Bay City Council:

**REVOKES** the Delegated Planning Committee Instrument of Delegation that was made on 10 September 2024.

**Executed by the Mayor, Cr Daria Kellander on behalf of Hobsons Bay City Council pursuant to resolution of Council adopted at its meeting on 23 September 2025**

.....  
**Mayor Cr Daria Kellander**

Signed by the Chief Executive Officer of  
Hobsons Bay City Council Ms Kerry Thompson  
in presence of:

.....  
Kerry Thompson

.....  
Witness: .....  
Date: .....



# **S5 Instrument of Delegation**

## **To**

### **The Chief Executive Officer**

Instrument of Delegation

In exercise of the power conferred by s 11(1) of the *Local Government Act 2020 (the Act)* and all other powers enabling it, Hobsons Bay City Council (**Council**) delegates to the member of Council staff holding or acting in the position of Chief Executive Officer, the powers, duties and functions set out in Schedule 1 to this Instrument of Delegation (**Delegation**).

AND declares that

- 1. this Instrument of Delegation is authorised by a Resolution of Council passed on 23 September 2025;
- 2. the delegation:
  - 2.1. comes into force immediately once this Instrument of Delegation is signed by the Chief Executive Officer and the Mayor;
  - 2.2. is subject to any conditions and limitations set out in the Schedule;
  - 2.3. must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
  - 2.4. remains in force until Council resolves to vary or revoke it.

.....  
**Signed** by Kerry Thompson, Interim Chief Executive Officer of Council in the presence of

.....  
Name

.....  
Witness

Date: .....

.....  
**Signed** by the Mayor Cr Daria Kellander in the presence of

.....  
Name

.....  
Witness

Date: .....

## SCHEDULE

The power to

1. determine any issue;
2. take any action; or
3. do any act or thing

arising out of or connected with any duty imposed, or function or power conferred on Council by or under any Act.

### Conditions and Limitations

The delegate must not determine the issue, take the action or do the act or thing:

- 1 if the issue, action, act or thing is an issue, action, act or thing which involves
  - 1.1 entering into a contract exceeding the value of \$1,000,000 (including GST);
  - 1.2 making any expenditure that exceeds \$1,000,000 (including GST);
  - 1.3 entering into a contract or the expenditure of Council funds exceeding \$1,000,000 (inclusive of GST), with the exception of insurance premiums, Workcover premiums, employee superannuation payments and emergency services and volunteers funding levy;
  - 1.4 approval to write off, cancel or set aside outstanding debts to Council not exceeding the value of \$100,000 for each occurrence;
  - 1.5 appointing an Acting Chief Executive Officer for a period exceeding 28 days;
  - 1.6 electing a Mayor or Deputy Mayor;
  - 1.7 granting a reasonable request for leave under s 35 of the Act;
  - 1.8 making any decision in relation to the employment, dismissal or removal of the Chief Executive Officer;
  - 1.9 approving or amending the Council Plan;
  - 1.10 adopting or amending any policy that Council is required to adopt under the Act;
  - 1.11 adopting or amending the Governance Rules;
  - 1.12 appointing the chair or the members to a delegated committee;
  - 1.13 making, amending or revoking a local law;
  - 1.14 approving the Budget or Revised Budget;
  - 1.15 approving the borrowing of money; or
  - 1.16 subject to section 181H(1)(b) of the *Local Government Act 1989*, declaring general rates, municipal charges, service rates and charges and specified rates and charges;

- 2 if the issue, action, act or thing is an issue, action, act or thing which is required by law to be done by Council resolution;
- 3 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;
- 4 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
  - 4.1 policy; or
  - 4.2 strategyadopted by Council;
- 5 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of s 11(2)(a)-(n) (inclusive) of the Act or otherwise;
- 6 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

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



**S6 Instrument of Delegation**  
**to**  
**Members of Council Staff**



## Instrument of Delegation

In exercise of the powers conferred by the legislation referred to in the attached Schedule, the Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
2. record that references in the Schedule are as follows:

Title	Position
CCDP	Coordinator Civil Design and Projects
CCSC	Coordinator Community Safety and Compliance
CCW	Coordinator Capital Works
CEO	Chief Executive Officer
CFO	Chief Financial Officer
CMP	Coordinator Major Projects
CPH	Coordinator Public Health
CPI	Coordinator Property and Insurance
CPMO	Coordinator Projects Management Office
CPO	Coordinator Planning Operations
CCM	Coordinator Civil Maintenance
CSAM	Coordinator Strategic Asset Management
CSSP	Coordinator Strategic Planning Coordinator City Planning and Development
CSP	Coordinator Statutory Planning
CTED	Coordinator Transport and Engineering Developments
DCS	Director Corporate Services
DICS	Director Infrastructure and - Services
DSC	Director Sustainable Communities
EHO	Environmental Health Officer

GLA	Greenlight Administrator
MBS	Municipal Building Surveyor
MCI	Manager Corporate Integrity
MCO	Manager City Operations
MES	Manager Engineering Services
MPBHS	Manager Planning, Building and Health Services
MPI	Manager Projects and Infrastructure
MSES	Manager Strategy, Economy and Sustainability
PAO	Planning Administration Officer Administration Officer
PHAO	Public Health Administration Officer
PIO	Planning Investigations Officer
PPIO	Principal Planning Investigations Officer
PUP	Principal Urban Planner Major Projects and Policy Planner Urban Planner – Major Projects and Policy
PSP	Principal Strategic Planner
SP	Strategic Planner
SUP	Senior Urban Planner Senior Urban Planner – Major Projects Senior Urban Planner Customer Liaison Senior Planner - Subdivisions Senior Planner – Major Projects
TLCSC	Team Leader Community Safety and Compliance
TLGAM	Team Leader Governance and Animal Management
TLPH	Team Leader Public Health

TLSP	Team Leader Strategic Planning
TLTP	Team Leader Town Planning Team Leader Urban Planning
TTE	Traffic and Transport Engineer
UP	Urban Planner Urban Planner Customer Liaison

3. declares that:
- 3.1 this Instrument of Delegation is authorised by a resolution of Council passed on 23 September 2025; and
- 3.2 the delegation:
- 3.2.1 comes into force immediately after the Chief Executive Officer executes this Instrument of Delegation;
  - 3.2.2 remains in force until varied or revoked;
  - 3.2.3 is subject to any conditions and limitations set out in sub-paragraph 3.3, and the Schedule; and
  - 3.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
- 3.3 the delegate must not determine the issue, take the action or do the act or thing:
- 3.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;
  - 3.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
    - (a) policy; or
    - (b) strategy
 adopted by Council;
  - 3.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or
  - 3.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff or delegated committee.

.....

**Signed** by Kerry Thompson, Interim Chief Executive Officer of Council in the presence of

.....

Name

.....

Witness

Date: .....

.....

**Signed** by the Mayor Cr Daria Kellander in the presence of

.....

Name

.....

Witness

Date: .....

## SCHEDULE

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<b>DOMESTIC ANIMALS ACT 1994</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS AND LIMITATIONS</b>
s 41A(1)	Power to declare a dog to be a menacing dog	CCSC, DCS, MCI	Council may delegate this power to a Council authorised officer

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 19(2)(a)	Power to direct by written order that the food premises be put into a clean and sanitary condition	CPH, DSC, EHO, MPBHS, TLPH	If s 19(1) applies
s 19(2)(b)	Power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable	CPH, DSC, EHO, MPBHS, TLPH	If s 19(1) applies
s 19(3)	Power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process	CPH, DSC, EHO, MPBHS, TLPH	If s 19(1) applies Only in relation to temporary food premises or mobile food premises
s 19(4)(a)	Power to direct that an order made under s 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, (ia) displayed at any point of sale, (ib) be published on the food business's Internet site and (ii) inform the public by notice in a published newspaper, on the Internet site or otherwise	CPH, DSC, MPBHS	If s 19(1) applies
s 19(6)(a)	Duty to revoke any order under s 19 if satisfied that an order has been complied with	CPH, DSC, EHO, MPBHS, TLPH	If s 19(1) applies
s 19(6)(b)	Duty to give written notice of revocation under s 19(6)(a) if satisfied that an order has been complied with	CPH, DSC, EHO, MPBHS, TLPH	If s 19(1) applies
s 19AA(2)	Power to direct, by written order, that a person must take any of the actions described in (a)-(c).	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 19AA(4)(c)	Power to direct, in an order made under s 19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises	CPH, DSC, EHO, MPBHS, TLPH	Note: the power to direct the matters under s 19AA(4)(a) and (b) not capable of delegation and so such directions must be made by a Council resolution  Only in relation to temporary food premises or mobile food premises
s 19AA(7)	Duty to revoke order issued under s 19AA and give written notice of revocation, if satisfied that that order has been complied with	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority
s 19CB(4)(b)	Power to request copy of records	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority
s 19E(1)(d)	Power to request a copy of the food safety program	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority
s 19EA(3)	Function of receiving copy of revised food safety program	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority
s 19FA(1)	Power to direct a proprietor of a food premises to revise the food safety program for the premises or comply with any requirements specified in the food safety program	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority  Subject to s 19FA(2), which requires a time limit for compliance to be specified



<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 19FA(3)(a)	Power to refuse to approve an application for registration or renewal of the premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority Refusal to grant or renew the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))
s 19FA(3)(b)	Power to revoke a registration granted in respect of premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority
s 19FA(3)(c)	Power to suspend the registration of the premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority
s 19GB	Power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority
s19IA(1)	Power to form opinion that the food safety requirements or program are non-compliant.	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority
s 19IA(2)	Duty to give written notice to the proprietor of the premises	CPH, DSC, MPBHS	Where Council is the registration authority Note: Not required if Council has taken other appropriate action in relation to deficiencies (see s 19IA(3))

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 19M(4)(a) & (5)	Power to conduct a food safety audit and take actions where deficiencies are identified	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority
s 19N(2)	Function of receiving notice from the auditor	CPH, DSC, MPBHS	Where Council is the registration authority
s 19NA(1)	Power to request food safety audit reports	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority
s 19U(3)	Power to waive and vary the costs of a food safety audit if there are special circumstances	DSC, MPBHS	
s 19UA	Power to charge fees for conducting a food safety assessment or inspection	CPH, DSC, EHO, , MPBHS, TLPH	Except for an assessment required by a declaration under s 19C or an inspection under ss 38B(1)(c) or 39
s 19W	Power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority
s 19W(3)(a)	Power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority
s 19W(3)(b)	Power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
---	Power to register or renew the registration of a food premises	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority Refusal to grant or renew the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))
s 36A	Power to accept an application for registration or notification using online portal	CPH, MPBHS	Where Council is the registration authority
s 36B	Duty to pay the charge for use of online portal	CPH, MPBHS	Where Council is the registration authority
s 38AA(5)	Power to (a) request further information; or (b) advise the proprietor that the premises must be registered if the premises are not exempt	CPH, DSC, EHO, , MPBHS, TLPH	Where Council is the registration authority
s 38AB(4)	Power to fix a fee for the receipt of a notification under s 38AA in accordance with a declaration under s 38AB(1)	DSC, MPBHS	Where Council is the registration authority
s 38A(4)	Power to request a copy of a completed food safety program template	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority
s 38B(1)(a)	Duty to assess the application and determine which class of food premises under s 19C the food premises belongs	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority
s 38B(1)(b)	Duty to ensure proprietor has complied with requirements of s 38A	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 38B(2)	Duty to be satisfied of the matters in s 38B(2)(a)-(b)	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority
s 38D(1)	Duty to ensure compliance with the applicable provisions of s 38C and inspect the premises if required by s 39	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority
s 38D(2)	Duty to be satisfied of the matters in s 38D(2)(a)-(d)	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority
s 38D(3)	Power to request copies of any audit reports	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority
s 38E(2)	Power to register the food premises on a conditional basis	CPH, DSC, MPBHS, TLPH	Where Council is the registration authority; not exceeding the prescribed time limit defined under s 38E(5)
s 38E(4)	Duty to register the food premises when conditions are satisfied	DSC, MPBHS	Where Council is the registration authority
s 38F(3)(b)	Power to require proprietor to comply with requirements of this Act	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority
s 38G(1)	Power to require notification of change of the food safety program type used for the food premises	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 38G(2)	Function of receiving notice from proprietor if there is a change of the food safety program type used for the food premises	CPH, MPBHS	Where Council is the registration authority
s 38G(4)	Power to require the proprietor of the food premises to comply with any requirement of the Act	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority
s 39(2)	Duty to carry out an inspection of the premises during the period of registration before the registration of the food premises is renewed	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority
s 39A	Power to register, or renew the registration of a food premises despite minor defects	CPH, DSC, MPBHS, TLPH, EHO	Where Council is the registration authority Only if satisfied of matters in s 39A(2)(a)-(c)
s 39A (6)	Duty to comply with a direction of the Secretary	CPH, DSC, MPBHS,	
s 40(1)	Duty to give the person in whose name the premises is to be registered a certificate of registration	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority
s 40(2)	Power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the <i>Public Health and Wellbeing Act 2008</i>	CPH, DSC, MPBHS	
s 40C(2)	Power to grant or renew the registration of food premises for a period of less than 1 year	CPH, DSC, MPBHS, TLPH, EHO	Where Council is the registration authority

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 40D(1)	Power to suspend or revoke the registration of food premises	CPH, DSC, MPBHS,	Where Council is the registration authority
s 40E	Duty to comply with direction of the Secretary	CPH, DSC, MPBHS,	
s 40F	Power to cancel registration of food premises	CPH, DSC, MPBHS	Where Council is the registration authority
s 43	Duty to maintain records of registration	CPH, DSC, EHO, MPBHS, PHAO, TLPH	Where Council is the registration authority
s 43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering or renewing registration of a component of a food business	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority
s 43F(7)	Power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements	CPH, DSC, EHO, MPBHS, TLPH	Where Council is the registration authority Refusal to grant or renew the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))
s 45AC	Power to bring proceedings	CPH, DSC, MPBHS	

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46(5)	Power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged	CPH, DSC, MPBHS,	Where Council is the registration authority

HERITAGE ACT 2017			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 116	Power to sub-delegate Executive Director's functions, duties or powers	CEO	Must first obtain Executive Director's written consent Council can only sub-delegate if the Instrument of Delegation from the Executive Director authorises sub-delegation



LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 185L(4)	Power to declare and levy a cladding rectification charge	CEO <sup>1</sup>	

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<sup>1</sup> The only member of staff who can be a delegate in Column 3 is the CEO.

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 4B	Power to prepare an amendment to the Victorian Planning Provisions	DSC, MSES	If authorised by the Minister
s 4G	Function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister	DSC, MSES	
s 4H	Duty to make amendment to Victorian Planning Provisions available in accordance with public availability requirements	CSSP, DSC, MPBHS, MSES, PSP, TLSP, SP	
s 4I(2)	Duty to make a copy of the Victorian Planning Provisions and other documents available in accordance with public availability requirements	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 8A(2)	Power to prepare amendment to the planning scheme where the Minister has given consent under s 8A	CSSP, DSC, MPBHS, MSES	
s 8A(3)	Power to apply to Minister to prepare an amendment to the planning scheme	CSSP, DSC, MPBHS, MSES	
s 8A(5)	Function of receiving notice of the Minister's decision	CSSP, DSC, MPBHS, MSES	
s 8A(7)	Power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days	CSSP, DSC, MPBHS, MSES	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 8B(2)	Power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district	CSSP, DSC, MPBHS, MSES	
s 12(3)	Power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 12B(1)	Duty to review planning scheme	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 12B(2)	Duty to review planning scheme at direction of Minister	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 12B(5)	Duty to report findings of review of planning scheme to Minister without delay	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 14	Duties of a Responsible Authority as set out in s 14(a) to (d)	CMP, CPO, CSSP, CSP, DSC, MPBHS, MSES, PIO, PPIO, PSP, PUP, SP, SUP, TLSP, TLTP, UP, GLA, PAO	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 17(1)	Duty of giving copy amendment to the planning scheme	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 17(2)	Duty of giving copy s 173 agreement	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 18	Duty to make amendment etc. available in accordance with public availability requirements	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	Until the proposed amendment is approved or lapsed
s 19	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under s 19 to a planning scheme	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 19	Function of receiving notice of preparation of an amendment to a planning scheme	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or  Where the amendment will amend the planning scheme to designate Council as an acquiring authority
s 20(1)	Power to apply to Minister for exemption from the requirements of s 19	DSC	Where Council is a planning authority

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 21(2)	Duty to make submissions available in accordance with public availability requirements	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	Until the end of 2 months after the amendment comes into operation or lapses
s 21A(4)	Duty to publish notice	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 22(1)	Duty to consider all submissions received before the date specified in the notice	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	Except submissions which request a change to the items in s 22(5)(a) and (b)
s 22(2)	Power to consider a late submission Duty to consider a late submission, if directed by the Minister	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 26(1)	Power to make report available for inspection in accordance with the requirements set out in s 197B of the Act	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 26(2)	Duty to keep report of panel available in accordance with public availability requirements	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	During the inspection period
s 27(2)	Power to apply for exemption if panel's report not received	CSSP, DSC, MPBHS, MSES,	
s 28(1)	Duty to notify the Minister if abandoning an amendment	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	Note: the power to make a decision to abandon an amendment cannot be delegated
s 28(2)	Duty to publish notice of the decision on Internet site	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 28(4)	Duty to make notice of the decision available on Council's Internet site for a period of at least 2 months	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 30(4)(a)	Duty to say if amendment has lapsed	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 30(4)(b)	Duty to provide information in writing upon request	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 32(2)	Duty to give more notice if required	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 33(1)	Duty to give more notice of changes to an amendment	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 36(2)	Duty to give notice of approval of amendment	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 38(5)	Duty to give notice of revocation of an amendment	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 39	Function of being a party to a proceeding commenced under s 39 and duty to comply with determination by VCAT	CMP, CPO, CSSP, CSP, DSC, MPBHS, MSES	
s 40(1)	Function of lodging copy of approved amendment	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 41(1)	Duty to make a copy of an approved amendment available in accordance with the public availability requirements during inspection period	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 41(2)	Duty to make a copy of an approved amendment and any documents lodged with it available in person in accordance with the requirements set out in s 197B of the Act after the inspection period ends	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 42(2)	Duty to make copy of planning scheme available in accordance with the public availability requirements	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 46AAA	Duty to prepare an amendment to a planning scheme that relates to Yarra River land that is not inconsistent with anything in a Yarra Strategic Plan which is expressed to be binding on the responsible public entity	DSC, MPBHS, MSES,	Where Council is a responsible public entity and is a planning authority
s 46AW	Function of being consulted by the Minister	DSC, MPBHS, MSES	Where Council is a responsible public entity
s 46AX	Function of receiving a draft Statement of Planning Policy and written direction in relation to the endorsement of the draft Statement of Planning Policy  Power to endorse the draft Statement of Planning Policy	DSC, MPBHS, MSES	Where Council is a responsible public entity



PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46AZC(2)	Duty not to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity	DSC, MPBHS, MSES	Where Council is a responsible public entity
s 46AZK	Duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding on the public entity when performing a function or duty or exercising a power in relation to the declared area	DSC, MPBHS, MSES	Where Council is a responsible public entity
s 46GI(2)(b)(i)	Power to agree to a lower rate of standard levy for a class of development of a particular type of land than the rate specified in a Minister's direction	DSC, MPBHS, MSES	Where Council is the planning authority, the municipal Council of the municipal district in which the land is located and/or the development agency
s 46GJ(1)	Function of receiving written directions from the Minister in relation to the preparation and content of infrastructure contributions plans	DSC, MPBHS, MSES	
s 46GK	Duty to comply with a Minister's direction that applies to Council as the planning authority	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 46GN(1)	Duty to arrange for estimates of values of inner public purpose land	DSC, MPBHS, MSES	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GO(1)	Duty to give notice to owners of certain inner public purpose land	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 46GP	Function of receiving a notice under s 46GO	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	Where Council is the collecting agency
s 46GQ	Function of receiving a submission from an affected owner who objects to the estimated value per hectare (or other appropriate unit of measurement) of the inner public purpose land	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 46GR(1)	Duty to consider every submission that is made by the closing date for submissions included in the notice under s 46GO	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 46GR(2)	Power to consider a late submission Duty to consider a late submission if directed to do so by the Minister	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 46GS(1)	Power to accept or reject the estimate of the value of the inner public purpose land in a submission made under s 46GQ	DSC, MPBHS, MSES	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GS(2)	Duty, if Council rejects the estimate of the value of the inner public purpose land in the submission, to refer the matter to the valuer-general, and notify the affected owner of the rejection and that the matter has been referred to the valuer-general	DSC, MPBHS, MSES	
s 46GT(2)	Duty to pay half of the fee fixed by the valuer-general for arranging and attending the conference	DSC, MPBHS, MSES	
s 46GT(4)	Function of receiving, from the valuer-general, written confirmation of the agreement between the planning authority's valuer and the affected owner's valuer as to the estimated value of the inner public purpose land	DSC, MPBHS, MSES	
s 46GT(6)	Function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)	DSC, MPBHS, MSES	
s 46GU	Duty not to adopt an amendment under s 29 to an infrastructure contributions plan that specifies a land credit amount or a land equalisation amount that relates to a parcel of land in the ICP plan area of the plan unless the criteria in s 46GU(1)(a) and (b) are met	DSC, MPBHS, MSES	
s 46GV(3)	Function of receiving the monetary component and any land equalisation amount of the infrastructure contribution  Power to specify the manner in which the payment is to be made	DSC, MPBHS, MSES	Where Council is the collecting agency

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GV(3)(b)	Power to enter into an agreement with the applicant	DSC, MPBHS, MSES	Where Council is the collecting agency
s 46GV(4)(a)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	DSC, MPBHS, MSES	Where Council is the development agency
s 46GV(4)(b)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	DSC, MPBHS, MSES	Where Council is the collecting agency
s 46GV(7)	Duty to impose the requirements set out in s 46GV(3) and (4) as conditions on the permit applied for by the applicant to develop the land in the ICP plan area	DSC, MPBHS, MSES	
s 46GV(9)	Power to require the payment of a monetary component or the provision of the land component of an infrastructure contribution to be secured to Council's satisfaction	DSC, MPBHS, MSES	Where Council is the collecting agency
s 46GX(1)	Power to accept works, services or facilities in part or full satisfaction of the monetary component of an infrastructure contribution payable	DSC, MPBHS, MSES	Where Council is the collecting agency
s 46GX(2)	Duty, before accepting the provision of works, services or facilities by an applicant under s 46GX(1), to obtain the agreement of the development agency or agencies specified in the approved infrastructure contributions plan	DSC, MPBHS, MSES	Where Council is the collecting agency

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GY(1)	Duty to keep proper and separate accounts and records	DSC, MPBHS, MSES	Where Council is the collecting agency
s 46GY(2)	Duty to keep the accounts and records in accordance with the <i>Local Government Act 2020</i>	DSC, MPBHS, MSES	Where Council is the collecting agency
s 46GZ(2)(a)	Duty to forward any part of the monetary component that is imposed for plan preparation costs to the planning authority that incurred those costs	DSC, MPBHS, MSES	Where Council is the collecting agency under an approved infrastructure contributions plan  This duty does not apply where Council is that planning authority
s 46GZ(2)(a)	Function of receiving the monetary component	DSC, MPBHS, MSES	Where the Council is the planning authority  This duty does not apply where Council is also the collecting agency
s 46GZ(2)(b)	Duty to forward any part of the monetary component that is imposed for the provision of works, services or facilities to the development agency that is specified in the plan as responsible for those works, services or facilities	DSC, MPBHS, MSES	Where Council is the collecting agency under an approved infrastructure contributions plan  This provision does not apply where Council is also the relevant development agency

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GZ(2)(b)	Function of receiving the monetary component	DSC, MPBHS, MSES	Where Council is the development agency under an approved infrastructure contributions plan  This provision does not apply where Council is also the collecting agency
s 46GZ(4)	Duty to use any land equalisation amounts to pay land credit amounts under s 46GZ(7), except any part of those amounts that are to be forwarded to a development agency under s 46GZ(5)	DSC, MPBHS, MSES	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZ(5)	Duty to forward any part of a land equalisation amount required for the acquisition of outer public purpose land by a development agency specified in the approved infrastructure contributions plan to that development agency	DSC, MPBHS, MSES	Where Council is the collecting agency under an approved infrastructure contributions plan  This provision does not apply where Council is also the relevant development agency
s 46GZ(5)	Function of receiving any part of a land equalisation amount required for the acquisition of outer public purpose land	DSC, MPBHS, MSES	Where Council is the development agency specified in the approved infrastructure contributions plan  This provision does not apply where Council is also the collecting agency
s 46GZ(7)	Duty to pay to each person who must provide an infrastructure contribution under the approved infrastructure contributions plan any land credit amount to which the person is entitled under s 46GW	DSC, MPBHS, MSES	Where Council is the collecting agency under an approved infrastructure contributions plan

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GZ(9)	Duty to transfer the estate in fee simple in the land to the development agency specified in the approved infrastructure contributions plan as responsible for the use and development of that land	DSC, MPBHS, MSES	<p>If any inner public purpose land is vested in Council under the <i>Subdivision Act 1988</i> or acquired by Council before the time it is required to be provided to Council under s 46GV(4)</p> <p>Where Council is the collecting agency under an approved infrastructure contributions plan</p> <p>This duty does not apply where Council is also the development agency</p>
s 46GZ(9)	Function of receiving the fee simple in the land	DSC, MPBHS, MSES	<p>Where Council is the development agency under an approved infrastructure contributions plan</p> <p>This duty does not apply where Council is also the collecting agency</p>
s 46GZA(1)	Duty to keep proper and separate accounts and records	DSC, MPBHS, MSES	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZA(2)	Duty to keep the accounts and records in accordance with the <i>Local Government Act 2020</i>	DSC, MPBHS, MSES	Where Council is a development agency under an approved infrastructure contributions plan

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GZB(3)	Duty to follow the steps set out in s 46GZB(3)(a) – (c)	DSC, MPBHS, MSES	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(4)	Duty, in accordance with requirements of the VPA, to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA	DSC, MPBHS, MSES	If the VPA is the collecting agency under an approved infrastructure contributions plan Where Council is a development agency under an approved infrastructure contributions plan
s 46GZD(2)	Duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZD(2)(a) and (b)	DSC, MPBHS, MSES	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZD(3)	Duty to follow the steps set out in s 46GZD(3)(a) and (b)	DSC, MPBHS, MSES	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZD(5)	Duty to make payments under s 46GZD(3) in accordance with ss 46GZD(5)(a) and 46GZD(5)(b)	DSC, MPBHS, MSES	Where Council is the collecting agency under an approved infrastructure contributions plan



PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GZE(2)	Duty to forward the land equalisation amount back to the collecting agency within 6 months after the expiry date if any part of a land equalisation amount paid or forwarded to a development agency for acquiring outer public purpose land has not been expended by the development agency to acquire that land at the date on which the approved infrastructure contributions plan expires	DSC, MPBHS, MSES	Where Council is the development agency under an approved infrastructure contributions plan  This duty does not apply where Council is also the collecting agency
s 46GZE(2)	Function of receiving the unexpended land equalisation amount	DSC, MPBHS, MSES	Where Council is the collecting agency under an approved infrastructure contributions plan  This duty does not apply where Council is also the development agency
s 46GZE(3)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZE(3)(a) and (b)	DSC, MPBHS, MSES	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(2)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to use the public purpose land for a public purpose approved by the Minister or sell the public purpose land	DSC, MPBHS, MSES	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZF(3)	Duty, if land is sold under s 46GZF(2)(b), to follow the steps in s 46GZF(3)(a) and (b)	DSC, MPBHS, MSES	Where Council is the development agency under an approved infrastructure contributions plan

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GZF(3)	Function of receiving proceeds of sale	DSC, MPBHS, MSES	Where Council is the collection agency under an approved infrastructure contributions plan  This provision does not apply where Council is also the development agency
s 46GZF(4)	Duty to divide the proceeds of the public purpose land among the current owners of each parcel of land in the ICP plan area and pay each current owner a portion of the proceeds in accordance with s 46GZF(5)	DSC, MPBHS, MSES	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(6)	Duty to make the payments under s 46GZF(4) in accordance with s 46GZF(6)(a) and (b)	DSC, MPBHS, MSES	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZH	Power to recover the monetary component, or any land equalisation amount of the land component, payable under Part 3AB as a debt in any court of competent jurisdiction	DSC, MPBHS, MSES	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZI	Duty to prepare and give a report to the Minister at the times required by the Minister	DSC, MPBHS, MSES	Where Council is a collecting agency or development agency
s 46GZK	Power to deal with public purpose land which has vested in, been acquired by, or transferred to, Council	DSC, MPBHS, MSES	Where Council is a collecting agency or development agency
s 46LB(3)	Duty to publish, on Council's Internet site, the payable dwelling amount for a financial year on or before 1 July of each financial year for which the amount is adjusted under s 46LB (2)	DSC, MPBHS, MSES	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy	DSC, MPBHS, MSES	
s 46N(2)(c)	Function of determining time and manner for receipt of development contributions levy	DSC, MPBHS, MSES	
s 46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy	DSC, MPBHS, MSES	
s 46O(1)(a) & (2)(a)	Power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit	DSC, MPBHS, MSES	
s 46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy	DSC, MPBHS, MSES	
s 46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured	DSC, MPBHS, MSES	
s 46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable	DSC, MPBHS, MSES	
s 46Q(1)	Duty to keep proper accounts of levies paid	DSC, MPBHS, MSES	
s 46Q(1A)	Duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a development agency	DSC, MPBHS, MSES	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46Q(2)	Duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc	DSC, MPBHS, MSES	
s 46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed	DSC, MPBHS, MSES	Only applies when levy is paid to Council as a 'development agency'
s 46Q(4)(c)	Duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal council as a development agency for plan preparation costs incurred by the Council or for the provision by the Council of works, services or facilities in an area under s 46Q(4)(a)	DSC, MPBHS, MSES	Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister
s 46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan	DSC, MPBHS, MSES	Must be done in accordance with Part 3
s 46Q(4)(e)	Duty to expend that amount on other works etc.	DSC, MPBHS, MSES	With the consent of, and in the manner approved by, the Minister
s 46QC	Power to recover any amount of levy payable under Part 3B	DSC, MPBHS, MSES	
s 46QD	Duty to prepare report and give a report to the Minister	DSC, MPBHS, MSES	Where Council is a collecting agency or development agency

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46V(3)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available in accordance with the public availability requirements, during the inspection period	DSC, MPBHS, MSES	
s 46V(4)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available in accordance with s 197B of the Act and on payment of the prescribe fee, after the inspection period	DSC, MPBHS, MSES,	
s 46V(5)	Duty to keep a copy of the approved strategy plan incorporating all amendments to it	DSC, MPBHS, MSES,	
s 46V(6)	Duty to make a copy of the approved strategy plan incorporating all amendments to it available in accordance with the public available requirements	DSC, MPBHS, MSES,	
s 46Y	Duty to carry out works in conformity with the approved strategy plan	DSC, MPBHS, MSES	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 47	Power to decide that an application for a planning permit does not comply with that Act	GLA, CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PAO, PIO, PPIO, PSP, PUP, SSP, SP, SUP, TLSP, TLTP, UP	
s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits	GLA, CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PAO, PIO, PPIO, PSP, PUP, SSP, SP, SUP, TLSP, TLTP, UP	
s 49(2)	Duty to make register available for inspection in accordance with the public availability requirements	GLA, CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PAO, PIO, PPIO, PSP, PUP, SSP, SP, SUP, TLSP, TLTP, UP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 50(4)	Duty to amend application	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 50(5)	Power to refuse to amend application	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 50(6)	Duty to make note of amendment to application in register	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 50A(1)	Power to make amendment to application	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 50A(4)	Duty to note amendment to application in register	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 51	Duty to make copy of application available for inspection in accordance with the public availability requirements	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 52(1)(a)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 52(1)(b)	Duty to give notice of the application to other municipal council where appropriate	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 52(1)(ca)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 52(1)(cb)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	



PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally affected	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 52(3)	Power to give any further notice of an application where appropriate	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 53(1A)	Power to require the applicant to give the notice under s 52(1AA)	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 54(1)	Power to require the applicant to provide more information	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 54(1A)	Duty to give notice in writing of information required under s 54(1)	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 54(1B)	Duty to specify the lapse date for an application	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 54A(3)	Power to decide to extend time or refuse to extend time to give required information	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s 54A(3)	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 57(5)	Duty to make a copy of all objections available in accordance with the public availability requirements	GLA, CMP, CPO, CSP, DSC, MPBHS, MSES, PAO, PUP, SUP, TLTP, UP	
s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 57A(5)	Power to refuse to amend application	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 57A(6)	Duty to note amendments to application in register	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 57B(1)	Duty to determine whether and to whom notice should be given	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 57B(2)	Duty to consider certain matters in determining whether notice should be given	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 57C(1)	Duty to give copy of amended application to referral authority	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 58	Duty to consider every application for a permit	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 58A	Power to request advice from the Planning Application Committee	CMP, CPO, CSP, DSC, MPBHS, MSES	
s 60	Duty to consider certain matters	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 60(1A)	Duty to consider certain matters	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP	<p>The permit must not be inconsistent with a cultural heritage management plan under the <i>Aboriginal Heritage Act 2006</i></p> <p><b>Dependent on Council resolution for Agenda Item 7.2.3</b></p> <p>Decisions to be referred to Council for decision where one of the following situations apply:</p> <ul style="list-style-type: none"> <li>• 15 or more individual objections are received (multiple objections that are identical copies of each other (proformas) and petitions will only be counted as one objection).</li> <li>• The application is lodged by or on behalf of Hobsons Bay City Council and the estimated cost of development exceeds \$10 million.</li> <li>• Any application where the value exceeds \$10 million.</li> <li>• Any application exceeding the preferred height within the applicable zone or overlay.</li> <li>• The application is a Ministerial application related to land use or development proposals.</li> </ul>

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			<ul style="list-style-type: none"> <li>Applications that may significantly affect community amenity, raise matters of high strategic sensitivity or set a precedent influencing future development.</li> </ul>
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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP	
s 61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP	
s 61(3)(a)	Duty not to decide to grant a permit to use coastal Crown land without Minister's consent	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP	
s 61(3)(b)	Duty to refuse to grant the permit without the Minister's consent	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP	
s 61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 62(1)	Duty to include certain conditions in deciding to grant a permit	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP	
s 62(2)	Power to include other conditions	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP	
s 62(4)	Duty to ensure conditions are consistent with paragraphs (a), (b) and (c)	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP	
s 62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP	



PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with s 173 agreement	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP	
s 62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP	
s 62(6)(a)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with ss 46N(1), 46GV(7) or 62(5)	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP	
s 62(6)(b)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s 62(1)(a)	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP	
s 63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	GLA, CMP, CPO, CSP, DSC, MPBHS, MSES, PAO, PUP, SUP, TLTP, UP	This provision applies also to a decision to grant an amendment to a permit – see s 75
s 64(3)	Duty not to issue a permit until after the specified period	GLA, CMP, CPO, CSP, DSC, MPBHS, MSES, PAO, PUP, SUP, TLTP, UP	This provision applies also to a decision to grant an amendment to a permit – see s 75
s 64(5)	Duty to give each objector a copy of an exempt decision	GLA, CMP, CPO, CSP, DSC, MPBHS, MSES, PAO, PUP, SUP, TLTP, UP	This provision applies also to a decision to grant an amendment to a permit – see s 75
s 64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP, GLA, PAO	This provision applies also to a decision to grant an amendment to a permit – see s 75A
s 65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57	GLA, CMP, CPO, CSP, DSC, MPBHS, MSES, PAO, PUP, SUP, TLTP, UP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	GLA, CMP, CPO, CSP, DSC, MPBHS, MSES, PAO, PUP, SUP, TLTP, UP	
s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	GLA, CMP, CPO, CSP, DSC, MPBHS, MSES, PAO, PUP, SUP, TLTP, UP	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority
s 66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	GLA, CMP, CPO, CSP, DSC, MPBHS, MSES, PAO, PUP, SUP, TLTP, UP	If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit
s 66(6)	Duty to give a recommending referral authority a copy of any permit which Council decides to grant, and a copy of any notice given under s 64 or 65	GLA, CMP, CPO, CSP, DSC, MPBHS, MSES, PAO, PUP, SUP, TLTP, UP	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 69(1)	Function of receiving application for extension of time of permit	GLA, CMP, CPO, CSP, DSC, MPBHS, MSES, PAO, PUP, SUP, TLTP, UP	
s 69(1A)	Function of receiving application for extension of time to complete development	GLA, CMP, CPO, CSP, DSC, MPBHS, MSES, PAO, PUP, SUP, TLTP, UP	
s 69(2)	Power to extend time	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 70	Duty to make copy permit available in accordance with public availability requirements	GLA, CMP, CPO, CSP, DSC, MPBHS, MSES, PAO, PUP, SUP, TLTP, UP	
s 71(1)	Power to correct certain mistakes	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 71(2)	Duty to note corrections in register	GLA, CMP, CPO, CSP, DSC, MPBHS, MSES, PAO, PUP, SUP, TLTP, UP	
s 73	Power to decide to grant amendment subject to conditions	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 74	Duty to issue amended permit to applicant if no objectors	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP, GLA, PAO	
s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP, GLA, PAO	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP, GLA, PAO,	If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority
s 76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP, GLA, PAO	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit
s 76A(6)	Duty to give a recommending referral authority a copy of any amended permit which Council decides to grant, and a copy of any notice given under s 64 or 76	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP, GLA, PAO	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit
s 76D	Duty to comply with direction of Minister to issue amended permit	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PSP, PUP, SP, SSP, SUP, TLTP, UP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 83	Function of being respondent to an appeal	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, PSP, SP, SSP, SUP, TLTP, UP	
s 83B	Duty to give or publish notice of application for review	GLA, CMP, CPO, CSP, DSC, MPBHS, MSES, PAO, PUP, SUP, TLTP, UP	
s 84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, PSP, SP, SSP, SUP, TLTP, UP	
s 84(2)	Duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, PSP, SP, SSP, SUP, TLTP, UP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 84(3)	Duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit	GLA, CMP, CPO, CSP, DSC, MPBHS, MSES, PAO, PUP, SUP, TLTP, UP	
s 84(6)	Duty to issue permit on receipt of advice within 3 business days	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, PSP, SP, SSP, SUP, TLTP, UP	
s 84AB	Power to agree to confining a review by the Tribunal	CMP, CPO, CSSP, CSP, DSC, MPBHS, MSES	
s 86	Duty to issue a permit at order of Tribunal within 3 business days	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, PSP, SP, SSP, SUP, TLTP, UP	
s 87(3)	Power to apply to VCAT for the cancellation or amendment of a permit	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES,	



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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, PSP, SP, SSP, SUP, TLTP, UP	
s 91(2)	Duty to comply with the directions of VCAT	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, PSP, SP, SSP, SUP, TLTP, UP	
s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, PSP, SP, SSP, SUP, TLTP, UP	
s 92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, PSP, SP, SSP, SUP, TLTP, UP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 93(2)	Duty to give notice of VCAT order to stop development	CMP, CPO, CSSP, CSP, DSC, MPBHS, MSES, , PIO, PPIO, PSP, PUP, SP, SUP, TLSP, TLTP, UP	
s 95(3)	Function of referring certain applications to the Minister	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, PSP, SP, SSP, SUP, TLTP, UP	
s 95(4)	Duty to comply with an order or direction	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, PSP, SP, SSP, SUP, TLTP, UP	
s 96(1)	Duty to obtain a permit from the Minister to use and develop its land	DSC, MPBHS, MSES	
s 96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	CMP, CPO, CSP, DSC, MPBHS, MSES	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C	CSSP, DSC, MPBHS, MSES, SP, PSP, TLSP	
s 96F	Duty to consider the panel's report under s 96E	DSC, MPBHS, MSES	
s 96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the <i>Planning and Environment (Planning Schemes) Act 1996</i> )	CMP, CPO, CSSP, CSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 96H(3)	Power to give notice in compliance with Minister's direction	DSC, MSES, MPBHS	
s 96J	Duty to issue permit as directed by the Minister	DSC, MSES, MPBHS	
s 96K	Duty to comply with direction of the Minister to give notice of refusal	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	
s 96Z	Duty to keep levy certificates given to it under ss 47 or 96A for no less than 5 years from receipt of the certificate	CMP, CPO, CSSP, CSP, DSC, MPBHS, MSES	

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PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 97C	Power to request Minister to decide the application	CMP, CPO, CSSP, CSP, DSC, MPBHS, MSES	
s 97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, PSP, SP, SSP, SUP, TLTP, UP	
s 97G(3)	Function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, PSP, SP, SSP, SUP, TLTP, UP, GLA, PAO	
s 97G(6)	Duty to make a copy of permits issued under s 97F available in accordance with public availability requirements	GLA, CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PAO, PUP, PSP, SP, SSP, SUP, TLTP, UP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 97L	Duty to include Ministerial decisions in a register kept under s 49	GLA, CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PAO, PUP, PSP, SP, SSP, SUP, TLTP, UP	
s 97MH	Duty to provide information or assistance to the Planning Application Committee	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, PSP, SP, SSP, SUP, TLTP, UP	
s 97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee	DSC, MPBHS, MSES	
s 97O	Duty to consider application and issue or refuse to issue certificate of compliance	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, PSP, SP, SSP, SUP, TLTP, UP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, PSP, SP, SSP, SUP, TLTP, UP	
s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, PSP, SP, SSP, SUP, TLTP, UP	
s 97Q(4)	Duty to comply with directions of VCAT	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, PSP, SP, SSP, SUP, TLTP, UP	
s 97R	Duty to keep register of all applications for certificate of compliance and related decisions	GLA, CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PAO, PUP, PSP, SP, SSP, SUP, TLTP, UP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 98(1)&(2)	Function of receiving claim for compensation in certain circumstances	CMP, CPO, CSP, DSC, MPBHS, MSES	
s 98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed	CMP, CPO, CSP, DSC, MPBHS, MSES	
s 101	Function of receiving claim for expenses in conjunction with claim	CMP, CPO, CSSP, CSP, DSC, MPBHS, MSES	
s 103	Power to reject a claim for compensation in certain circumstances	DSC	
s 107(1)	Function of receiving claim for compensation	CMP, CPO, CSSP, CSP, DSC, MPBHS, MSES	
s 107(3)	Power to agree to extend time for making claim	CMP, CPO, CSSP, CSP, DSC, MPBHS, MSES	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 113(2)	Power to request a declaration for land to be proposed to be reserved for public purposes	CMP, CPO, CSSP, CSP, DSC, MPBHS, MSES	
s 114(1)	Power to apply to the VCAT for an enforcement order	CMP, CPO, CSP, DSC, MPBHS, MSES, PIO, PPIO	
s 117(1)(a)	Function of making a submission to the VCAT where objections are received	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, PSP, SP, SSP, SUP, TLTP, UP	
s 120(1)	Power to apply for an interim enforcement order where s 114 application has been made	CMP, CPO, CSP, DSC, MPBHS, MSES, , PIO, PPIO	
s 123(1)	Power to carry out work required by enforcement order and recover costs	DSC, MPBHS, MSES	
s 123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	DSC	Except Crown Land



PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 129	Function of recovering penalties	CMP, CPO, CSP, DSC, MPBHS, MSES, PIO, PP	
s 130(5)	Power to allow person served with an infringement notice further time	CMP, CPO, CSP, DSC, MPBHS, MSES, PIO, PPIO	
s 149A(1)	Power to refer a matter to the VCAT for determination	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, PSP, SP, SSP, SUP, TLTP, UP	
s 149A(1A)	Power to apply to VCAT for the determination of a matter relating to the interpretation of a s 173 agreement	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, PSP, SP, SSP, SUP, TLTP, UP	
s 149B	Power to apply to the Tribunal for a declaration.	DSC, MPBHS, MSES,	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 156	Duty to pay fees and allowances (including a payment to the Crown under s 156(2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under s 156(2B) power to ask for contribution under s 156(3) and power to abandon amendment or part of it under s 156(4)	CMP, CPO, CSSP, CSP, DSC, MPBHS, MSES	Where Council is the relevant planning authority
s 171(2)(f)	Power to carry out studies and commission reports	CMP, CPO, CSSP, CSP, DSC, MPBHS, MSES	
s 171(2)(g)	Power to grant and reserve easements	DSC, MPBHS, MSES	
s 172C	Power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan	DSC, MPBHS, MSES	Where Council is a development agency specified in an approved infrastructure contributions plan
s 172D(1)	Power to compulsorily acquire any inner public purpose land that is specified in the plan before the time that the land is required to be provided to Council under s 46GV(4)	DSC, MPBHS, MSES	Where Council is a collecting agency specified in an approved infrastructure contributions plan
s 172D(2)	Power to compulsorily acquire any inner public purpose land, the use and development of which is to be the responsibility of Council under the plan, before the time that the land is required to be provided under s 46GV(4)	DSC, MPBHS, MSES	Where Council is the development agency specified in an approved infrastructure contributions plan

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 173(1)	Power to enter into agreement covering matters set out in s 174	DSC, MBS, MPBHS, MSES	
s 173(1A)	Power to enter into an agreement with an owner of land for the development or provision of land in relation to affordable housing	DSC, MPBHS, MSES	Where Council is the relevant responsible authority
---	Power to decide whether something is to the satisfaction of Council, where an agreement made under s 173 of the <i>Planning and Environment Act 1987</i> requires something to be to the satisfaction of Council or Responsible Authority	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP,	
---	Power to give consent on behalf of Council, where an agreement made under s 173 of the <i>Planning and Environment Act 1987</i> requires that something may not be done without the consent of Council or Responsible Authority	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP,	
s 177(2)	Power to end a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	DSC, MPBHS, MSES	
s 178	Power to amend a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	DSC, MPBHS, MSES	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 178A(1)	Function of receiving application to amend or end an agreement	GLA, CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PAO, PUP, SUP, TLTP, UP,	
s 178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP,	
s 178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 178A(5)	Power to propose to amend or end an agreement	DSC, MPBHS, MSES	
s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement	DSC, MPBHS, MSES	
s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement	DSC, MPBHS, MSES	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 178C(4)	Function of determining how to give notice under s 178C(2)	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 178E(1)	Duty not to make decision until after 14 days after notice has been given	DSC, MPBHS, MSES	
s 178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	DSC, MPBHS, MSES	If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	DSC, MPBHS, MSES	If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(c)	Power to refuse to amend or end the agreement	DSC, MPBHS, MSES	If no objections are made under s 178D Must consider matters in s 178B

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	DSC, MPBHS, MSES	After considering objections, submissions and matters in s 178B
s 178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	DSC, MPBHS, MSES	After considering objections, submissions and matters in s 178B
s 178E(3)(c)	Power to amend or end the agreement in a manner that is substantively different from the proposal	DSC, MPBHS, MSES	After considering objections, submissions and matters in s 178B
s 178E(3)(d)	Power to refuse to amend or end the agreement	DSC, MPBHS, MSES	After considering objections, submissions and matters in s 178B
s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP, GLA, PAO	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 178F(4)	Duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn	DSC, MPBHS, MSES	
s 178G	Duty to sign amended agreement and give copy to each other party to the agreement	DSC, MPBHS, MSES	
s 178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 179(2)	Duty to make a copy of each agreement available in accordance with the public availability requirements	GLA, CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PAO, PA, PUP, SUP, TLTP, UP, SO	
s 181	Duty to apply to the Registrar of Titles to record the agreement	CMP, CPO, CSP, CSSP, DSC, MBS, MPBHS, MSES, PSP, PUP, SSP, SP, SUP, TLTP, TLSP, UP	
s 181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement	CMP, CPO, CSP, CSSP, DSC, MBS, , MPBHS, MSES, PSP, PUP, SP, SSP, SUP, TLTP, TLSP, UP	



PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement	CMP, CPO, CSP, CSSP, DSC, MBS, MPBHS, MSES, PSP, PUP, SP, SSP, SUP, TLTP, TLSP, UP,	
s 182	Power to enforce an agreement	CMP, CPO, CSSP, CSP, DSC, MPBHS, MSES, PIO, PPIO	
s 183	Duty to tell Registrar of Titles of ending/amendment of agreement	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP SUP, TLTP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 184G(2)	Duty to comply with a direction of the Tribunal	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	
s 184G(3)	Duty to give notice as directed by the Tribunal	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 185B(1)	Duty to comply with a request from the Minister to provide the name, address, email address or telephone number of any person to whom the Minister is required to give notice	GLA, CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PAO, PA, PUP, SUP, TLTP, UP,	
s 198(1)	Function to receive application for planning certificate	GLA, CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PAO, PA, PUP, SUP, TLTP, UP	
s 199(1)	Duty to give planning certificate to applicant	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP,	
s 201(1)	Function of receiving application for declaration of underlying zoning	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP,	
s 201(3)	Duty to make declaration	CMP, CPO, CSP, DSC, MPBHS, MSES	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
-	Power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP,	
	Power to decide, in relation to any planning scheme or permit, that a specified thing may be altered or modified with Council's consent	DCS, MSES, MPBHS	
	Power to decide, in relation to any planning scheme or permit, that a specified thing may be done subject to Council's prior consent or must not be done without Council's prior consent	DCS, MSES, MPBHS	
	Power to decide, in relation to any planning scheme or permit, that a specified thing is required to be approved and or endorsed by Council	DCS, MSES, MPBHS	
	Power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP,	

	Power to approve and or endorse any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP,	
-	Power to give written authorisation in accordance with a provision of a planning scheme	CMP, CPO, CSP, DSC, MPBHS, MSES, PUP, SUP, TLTP, UP,	
s 201UAB(1)	Function of providing the Victoria Planning Authority with information relating to any land within municipal district	DSC, MPBHS, MSES	
s 201UAB(2)	Duty to provide the Victoria Planning Authority with information requested under s 201UAB(1) as soon as possible	DSC, MPBHS, MSES	

<b>RESIDENTIAL TENANCIES ACT 1997</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 518F	Power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	CPH, DSC, EHO, MPBHS, TLPH	
s 522(1)	Power to give a compliance notice to a person	CPH, DSC, EHO, MPBHS, TLPH	
s 525(2)	Power to authorise an officer to exercise powers in s 526 (either generally or in a particular case)	DSC, MPBHS	
s 525(4)	Duty to issue identity card to authorised officers	DSC, MPBHS,	
s 526(5)	Duty to keep record of entry by authorised officer under s 526	CPH, DSC, EHO, MPBHS, TLPH	
s 526A(3)	Function of receiving report of inspection	CPH, DSC, EHO, MPBHS, TLPH	
s 527	Power to authorise a person to institute proceedings (either generally or in a particular case)	CPH, DSC, EHO, MPBHS, TLPH	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 11(1)	Power to declare a road by publishing a notice in the Government Gazette	CSAM, DICS, MPI	Obtain consent in circumstances specified in s 11(2)
s 11(8)	Power to name a road or change the name of a road by publishing notice in Government Gazette	CPI, DCS, MCI	
s 11(9)(b)	Duty to advise Registrar	CPI, DCS, MCI	
s 11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	CPI, DCS, DICS, MCI, MES	Subject to s 11(10A)
s 11(10A)	Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person	CPI, DCS, DICS, CSAM, MES, MCI	Where Council is the coordinating road authority
S 12(2)(b)	Function of providing consent to the Head, Transport for Victoria for the discontinuance of a road or part of a road	DICS, MES,	
s 12(10)	Duty to notify of decision made	CTED, DICS, MCI, MES	Duty of coordinating road authority where it is the discontinuing body  Does not apply where an exemption is specified by the regulations or given by the Minister
s 13(1)	Power to fix a boundary of a road by publishing notice in Government Gazette	CPI, DCS, MCI	Power of coordinating road authority and obtain consent under s 13(3) and s 13(4) as appropriate
s 14(4)	Function of receiving notice from the Head, Transport for Victoria	CSAM, DICS, MPI	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 14(7)	Power to appeal against decision of the Head, Transport for Victoria	DICS	
s 15(1)	Power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport	DICS	
s 15(1A)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	DICS	
s 15(2)	Duty to include details of arrangement in public roads register	CSAM, DICS, MES	
s 16(7)	Power to enter into an arrangement under s 15	DICS	
s 16(8)	Duty to enter details of determination in public roads register	CSAM, DICS, MES	
s 17(2)	Duty to register public road in public roads register	CSAM, DICS, MES	Where Council is the coordinating road authority
s 17(3)	Power to decide that a road is reasonably required for general public use	DICS, MES	Where Council is the coordinating road authority
s 17(3)	Duty to register a road reasonably required for general public use in public roads register	CSAM, DICS, MES	Where Council is the coordinating road authority



ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 17(4)	Power to decide that a road is no longer reasonably required for general public use	DICS	Where Council is the coordinating road authority
s 17(4)	Duty to remove road no longer reasonably required for general public use from public roads register	CSAM, DICS, MES	Where Council is the coordinating road authority
s 18(1)	Power to designate ancillary area	DICS	Where Council is the coordinating road authority, and obtain consent in circumstances specified in s 18(2)
s 18(3)	Duty to record designation in public roads register	CSAM, DICS, MES	Where Council is the coordinating road authority
s 19(1)	Duty to keep register of public roads in respect of which it is the coordinating road authority	CSAM, DICS, MPI	
s 19(4)	Duty to specify details of discontinuance in public roads register	CSAM, DICS, MPI	
s 19(5)	Duty to ensure public roads register is available for public inspection	CSAM, DICS, MPI	
s 21	Function of replying to request for information or advice	DICS, MES, MPI	Obtain consent in circumstances specified in s 11(2)
s 22(2)	Function of commenting on proposed direction	DICS, MES, MPI	
s 22(4)	Duty to publish a copy or summary of any direction made under s 22 by the Minister in its annual report	DICS, MES, MPI	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 22(5)	Duty to give effect to a direction under s 22	DICS, MES, MPI	
s 40(1)	Duty to inspect, maintain and repair a public road	CCM, DICS, MES, CSAM	
s 40(5)	Power to inspect, maintain and repair a road which is not a public road	CCM, DICS, MPI, MCO CSAM, MES	
s 41(1)	Power to determine the standard of construction, inspection, maintenance and repair	DICS, MES, MPI, MES	
s 42(1)	Power to declare a public road as a controlled access road	DICS, MES, MPI	Power of coordinating road authority and sch 2 also applies
s 42(2)	Power to amend or revoke declaration by notice published in Government Gazette	DICS, MES, MPI	Power of coordinating road authority and sch 2 also applies
s 42A(3)	Duty to consult with Head, Transport for Victoria and Minister for Local Government before road is specified	DICS, MES, MPI	Where Council is the coordinating road authority If road is a municipal road or part thereof
s 42A(4)	Power to approve Minister's decision to specify a road as a specified freight road	DICS, MES, MPI	Where Council is the coordinating road authority If road is a municipal road or part thereof and where road is to be specified a freight road

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 48EA	Duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	DICS, MES	Where Council is the responsible road authority, infrastructure manager or works manager
s 48M(3)	Function of consulting with the relevant authority for purposes of developing guidelines under s 48M	DICS, MES	
s 49	Power to develop and publish a road management plan	DICS, MPI	
s 51	Power to determine standards by incorporating the standards in a road management plan	DICS, MPI	
s 53(2)	Power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	DICS, MPI	
s 54(2)	Duty to give notice of proposal to make a road management plan	DICS, MPI	
s 54(5)	Duty to conduct a review of road management plan at prescribed intervals	DICS, MPI	
s 54(6)	Power to amend road management plan	DICS, MPI	
s 54(7)	Duty to incorporate the amendments into the road management plan	DICS, MPI	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 55(1)	Duty to cause notice of road management plan to be published in Government Gazette and newspaper	DICS, CSAM	
s 63(1)	Power to consent to conduct of works on road	CCM, DICS, MES	Where Council is the coordinating road authority
s 63(2)(e)	Power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency	CCM, DICS, MES, MCO	Where Council is the infrastructure manager
s 64(1)	Duty to comply with cl 13 of sch 7	CCM, DICS	Where Council is the infrastructure manager or works manager
s 66(1)	Power to consent to structure etc	DICS, MES	Where Council is the coordinating road authority
s 67(2)	Function of receiving the name & address of the person responsible for distributing the sign or bill	DICS, MES	Where Council is the coordinating road authority
s 67(3)	Power to request information	DICS, MES	Where Council is the coordinating road authority
s 68(2)	Power to request information	DICS, MES	Where Council is the coordinating road authority
s 71(3)	Power to appoint an authorised officer	CEO	
s 72	Duty to issue an identity card to each authorised officer	DICS, MES	
s 85	Function of receiving report from authorised officer	DICS, MES	
s 86	Duty to keep register re s 85 matters	DICS, MES	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 87(1)	Function of receiving complaints	DICS, MES	
s 87(2)	Duty to investigate complaint and provide report	DICS, MES	
s 96	Power to authorise a person for the purpose of instituting legal proceedings	DCS	
s 112(2)	Power to recover damages in court	DICS, MES	
s 116	Power to cause or carry out inspection	CCM, CSAM, DICS, MCO MES, MPI	
s 119(2)	Function of consulting with the Head, Transport for Victoria	DICS, MES	
s 120(1)	Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)	DICS	
s 120(2)	Duty to seek consent of the Head, Transport for Victoria to exercise road management functions before exercising power in s 120(1)	DICS	
s 121(1)	Power to enter into an agreement in respect of works	DICS	
s 122(1)	Power to charge and recover fees	DICS, MES,	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 123(1)	Power to charge for any service	DICS, MCWMES,	
sch 2 cl 2(1)	Power to make a decision in respect of controlled access roads	DICS, MES	
sch 2 cl 3(1)	Duty to make policy about controlled access roads	DICS, MES	
sch 2 cl 3(2)	Power to amend, revoke or substitute policy about controlled access roads	DICS, MES	
sch 2 cl 4	Function of receiving details of proposal from the Head, Transport for Victoria	DICS, MES	
sch 2 cl 5	Duty to publish notice of declaration	DICS, MES	
sch 7 cl 7(1)	Duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve	DICS, MES,	Where Council is the infrastructure manager or works manager
sch 7 cl 8(1)	Duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	DICS, MES,	Where Council is the infrastructure manager or works manager

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
sch 7 cl 9(1)	Duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	DICS, MES,	Where Council is the infrastructure manager or works manager responsible for non-road infrastructure
sch 7 cl 9(2)	Duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	DICS, MES,	Where Council is the infrastructure manager or works manager
sch 7 cl 10(2)	Where Sch 7 cl 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	DICS, MES,	Where Council is the infrastructure manager or works manager
sch 7 cl 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works	DICS, MES,	Where Council is the coordinating road authority
sch 7 cl 12(3)	Power to take measures to ensure reinstatement works are completed	CCM, DICS, MES	Where Council is the coordinating road authority
sch 7 cl 12(4)	Duty to ensure that works are conducted by an appropriately qualified person	CCW, CCDP, CPMO, CCM, DICS, MES	Where Council is the coordinating road authority
sch 7 cl 12(5)	Power to recover costs	CFO, DICS, MES,	Where Council is the coordinating road authority

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
sch 7 cl 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to sch 7 cl 13(2)	DICS, MES	Where Council is the works manager
sch 7 cl 13(2)	Power to vary notice period	DICS, MES	Where Council is the coordinating road authority
sch 7 cl 13(3)	Duty to ensure works manager has complied with obligation to give notice under sch 7 cl 13(1)	DICS, MES,	Where Council is the infrastructure manager
sch 7 cl 16(1)	Power to consent to proposed works	CCM, DICS, MES	Where Council is the coordinating road authority
sch 7 cl 16(4)	Duty to consult	CCW, CCDP, CPMO, CCM, DICS, MES,	Where Council is the coordinating road authority, responsible authority or infrastructure manager
sch 7 cl 16(5)	Power to consent to proposed works	CCM, DICS, MES	Where Council is the coordinating road authority
sch 7 cl 16(6)	Power to set reasonable conditions on consent	CCM, DICS, MES,	Where Council is the coordinating road authority
sch 7 cl 16(8)	Power to include consents and conditions	CCM, DICS, MES,	Where Council is the coordinating road authority
sch 7 cl 17(2)	Power to refuse to give consent and duty to give reasons for refusal	CCM, DICS, MES,	Where Council is the coordinating road authority

S6 Instrument of Delegation to Members of Council Staff (July 2025 Update)  
23 September 2025

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ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
sch 7 cl 18(1)	Power to enter into an agreement	DICS, MES	Where Council is the coordinating road authority
sch 7 cl 19(1)	Power to give notice requiring rectification of works	CCW, CCDP, CPMO, CCM, DICS, MES, MCO	Where Council is the coordinating road authority
sch 7 cl 19(2) & (3)	Power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	DICS, MES,	Where Council is the coordinating road authority
sch 7 cl 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	DICS, MES,	Where Council is the coordinating road authority
sch 7A cl 2	Power to cause streetlights to be installed on roads	CTED, DICS, MES	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road
sch 7A cl 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road	CTED, DICS, MES	Where Council is the responsible road authority
sch 7A cl 3(1)(e)	Duty to pay installation and operation costs of street lighting – where road is a service road on an arterial road and adjacent areas	CTED, DICS, MES	Where Council is the responsible road authority

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
sch 7A cl (3)(1)(f)	Duty to pay installation and percentage of operation costs of street lighting – for arterial roads in accordance with cls 3(2) and 4	CTED, DICS, MES	Duty of Council as responsible road authority that installed the light (re: installation costs) and where Council is relevant municipal council (re: operating costs)

PLANNING AND ENVIRONMENT REGULATIONS 2015			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
r 6	Function of receiving notice, under s 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	CSSP, DSC, MPBHS, MSES, PSP, SP, TLSP	Where Council is not the planning authority, and the amendment affects land within its municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.
r 21	Power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under s 54 of the Act	GLA, CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PA, PUP, SUP, TLTP, UP	
r 25(a)	Duty to make copy of matter considered under s 60(1A)(g) in accordance with the public availability requirements	GLA, CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PAO, PUP, SUP, TLTP, UP	Where Council is the responsible authority
r 25(b)	Function of receiving a copy of any document considered under s 60(1A)(g) by the responsible authority and duty to make the document available in accordance with the public availability requirements	GLA, CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PAO, PUP, SUP, TLTP, UP	Where Council is not the responsible authority, but the relevant land is within Council's municipal district
r 42	Function of receiving notice under s 96C(1)(c) of the Act from a planning authority of its preparation of a combined	GLA, CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PSP,	Where Council is not the planning authority, and the amendment affects land within Council's municipal district; or

	application for an amendment to a planning scheme and notice of a permit application	PUP, SP, SSP, SUP, TLTP, UP	Where the amendment will amend the planning scheme to designate Council as an acquiring authority.
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PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
r 19	Power to waive or rebate a fee relating to an amendment of a planning scheme	CSSP, DSC, MPBHS, MSES	
r 20	Power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES	
r 21	Duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r19 or 20	GLA, CMP, CPO, CSP, CSSP, DSC, MPBHS, MSES, PAO, PUP, SUP, TLTP, UP	

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2024			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 7	Power to enter into a written agreement with a caravan park owner	CPH, DSC, EHO, MPBHS, TLPH,	
r 10	Function of receiving application for registration	CPH, DSC, EHO, MPBHS, TLPH,	
r 11	Function of receiving application for renewal of registration	CPH, DSC, EHO, MPBHS, TLPH,	
r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations	CPH, DSC, EHO, MPBHS, TLPH,	
r 12(1)	Power to refuse to grant the registration if not satisfied that the caravan park complies with these regulations	CPH, DSC, EHO, MPBHS, TLPH,	
r 12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations	CPH, DSC, EHO, MPBHS, TLPH,	
r 12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	CPH, DSC, EHO, MPBHS, TLPH,	

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2024			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration	CPH, DSC, EHO, MPBHS, TLPH,	
r 12(4) & (5)	Duty to issue certificate of registration	CPH, DSC, EHO, MPBHS, TLPH,	
r 14(1)	Function of receiving notice of transfer of ownership	CPH, DSC, EHO, MPBHS, TLPH,	
r 14(3)	Power to determine where notice of transfer is displayed	CPH, DSC, EHO, MPBHS, TLPH,	
r 15(1)	Duty to transfer registration to new caravan park owner	CPH, DSC, EHO, MPBHS, TLPH,	
r 15(2)	Duty to issue a certificate of transfer of registration	CPH, DSC, EHO, MPBHS, TLPH,	
r 15(3)	Power to determine where certificate of transfer of registration is displayed	CPH, DSC, EHO, MPBHS, TLPH,	

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2024			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 16(1)	Power to determine the fee to accompany applications for registration or applications for renewal of registration	CPH, DSC, MPBHS, TLPH	
r 17	Duty to keep register of caravan parks	CPH, DSC, MPBHS, TLPH	
r 21(1)	Duty to notify a caravan park owner of the relevant emergency services agencies for the caravan park, on the request of the caravan park owner	CPH, DSC, EHO, MPBHS, TLPH,	
r 21(2)	Duty to consult with relevant emergency services agencies	CPH, DSC, EHO, MPBHS, TLPH,	
r 22	Power to determine places in which caravan park owner must display a copy of emergency procedures	CPH, DSC, EHO, MPBHS, TLPH,	
r 23	Power to determine places in which caravan park owner must display a copy of emergency procedures	CPH, DSC, EHO, MPBHS, TLPH,	
r 24(2)	Power to consult with relevant floodplain management authority	CPH, DSC, EHO, MPBHS, TLPH,	
r 26(b)(i)	Power to approve system for the discharge of sewage and wastewater from a movable dwelling	CPH, DSC, EHO, MPBHS, TLPH,	



RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2024			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 38	Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	CPH, DSC, EHO, MPBHS, TLPH,	
r 38(b)	Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	CPH, DSC, EHO, MPBHS, TLPH,	
r 39(3)	Function of receiving installation certificate	CPH, DSC, EHO, MPBHS, TLPH,	
r 45(3)	Power to determine places in which caravan park owner must display name and telephone number of an emergency contact person	CPH, DSC, EHO, MPBHS, TLPH,	
r 45(5)	Power to determine places in which caravan park owner must display the certificate of registration or certificate of renewal of registration, the plan of the caravan park and a copy of the caravan park rules	CPH, DSC, EHO, MPBHS, TLPH,	
Sch 3 cl 4(3)	Power to approve the removal of wheels and axles from unregistrable movable dwelling	CPH, DSC, MPBHS, TLPH	

ROAD MANAGEMENT (GENERAL) REGULATIONS 2016			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 8(1)	Duty to conduct reviews of road management plan	DICS, MPI	
r 9(2)	Duty to produce written report of review of road management plan and make report available	CSAM, DICS, MPI	
r 9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	CSAM, DICS, MPI	Where Council is the coordinating road authority
r 10	Duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under s 41 of the Act	DICS, MPI	
r 13(1)	Duty to publish notice of amendments to road management plan	CSAM, DICS, MPI	Where Council is the coordinating road authority
r 13(3)	Duty to record on road management plan the substance and date of effect of amendment	CSAM, DICS, MPI	
r 16(3)	Power to issue permit	DICS	Where Council is the coordinating road authority
r 18(1)	Power to give written consent re damage to road	CCW, CCDP, CPMO, MES	Where Council is the coordinating road authority
r 23(2)	Power to make submission to Tribunal	CCW, CCDP, CPMO, MES	Where Council is the coordinating road authority

ROAD MANAGEMENT (GENERAL) REGULATIONS 2016			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 23(4)	Power to charge a fee for application under s 66(1) Road Management Act	CCW, CCDP, CPMO, MES	Where Council is the coordinating road authority
r 25(1)	Power to remove objects, refuse, rubbish or other material deposited or left on road	CCSC, DCS, DICS, MCI, MCO, TLCSC, TLGAM	Where Council is the responsible road authority
r 25(2)	Power to sell or dispose of things removed from road or part of road (after first complying with regulation 25(3))	CCSC, DCS, DICS, MCI, TLCSC, MCO, TLGAM	Where Council is the responsible road authority
r 25(5)	Power to recover in the Magistrates' Court, expenses from person responsible	CCSC, DCS, DICS, MCI, MCO, TLCSC, TLGAM	

ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 15	Power to exempt a person from requirement under cl 13(1) of sch 7 of the Act to give notice as to the completion of those works	DICS, MES	Where Council is the coordinating road authority and where consent given under s 63(1) of the Act
r 22(2)	Power to waive whole or part of fee in certain circumstances	DICS, MES	Where Council is the coordinating road authority



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



# **S18 Instrument of Sub-Delegation**

## **to**

### **Members of Council staff**

S18 Instrument of Sub-delegation to members of Council staff (*Environment Protection Act 2017*) (July 2025 Update)  
23 September 2025

## Instrument of Sub-Delegation

By this Instrument of Sub-Delegation, in exercise of the power conferred by s 437(2) of the *Environment Protection Act 2017* ('Act') and the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021, the Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described in column 3 of the Schedule;
2. record that references in the Schedule are as follows

Title	Position
BI	Building Inspector
BS	Building Surveyor
BSCO	Building Site Compliance Officer
BTO	Building Technical Officer
CCA	Coordinator City Amenity
CCSC	Coordinator Community Safety and Compliance
CES	Coordinator Environment and Sustainability
CLCS	Coordinator Land Contamination Services
CPH	Coordinator Public Health
EHO	Environmental Health Officer
MBS	Municipal Building Surveyor
MCO	Manager City Operations
MCW	Manager Capital Works
MP	Manager Parks
MPBH	Manager Planning, Building and Health Services
MSES	Manager Strategy, Economy and Sustainability

Title	Position
PIO	Planning Investigations Officer
PLLAMO	Parking, Local Laws and Animal Management Officer
PPIO	Principal Planning Investigations Officer
SBSCO	Senior Building Site Compliance Officer
TLCSC	Team Leader Community Safety and Compliance
TLE	Team Leader Environment
TLPH	Team Leader Public Health
TLS	Team Leader Sustainability

3. this Instrument of Sub-Delegation is authorised by **a resolution of Council** passed on **23 September 2025** pursuant to a power of sub-delegation conferred by the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021;
4. the delegation:
  - 4.1 comes into force immediately once this Instrument of Sub-Delegation is executed by the Chief Executive Officer and the Mayor;
  - 4.2 remains in force until varied or revoked;
  - 4.3 is subject to any conditions and limitations set out in sub-paragraph 5, and the Schedule; and
  - 4.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
5. this Instrument of Sub-Delegation is subject to the following limitations:
  - 5.1 the powers, duties and functions described in column and summarised in column 2 of the Schedule are only delegated for the purpose of regulating:
    - 5.1.1 onsite wastewater management systems with a design or actual flow rate of sewage not exceeding 5000 litres on any day; and
    - 5.1.2 noise from the construction, demolition or removal of residential premises;
6. the delegate must not determine the issue, take the action or do the act or thing:



- 6.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;
- 6.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
  - (a) policy; or
  - (b) strategyadopted by Council;
- 6.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or
- 6.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

.....

**Signed by Kerry Thompson, Interim Chief Executive Officer pursuant to a resolution of Council adopted at the Council Meeting held on 23 September 2025.**

.....  
Name

.....  
Witness

Date: .....

.....

**Signed** by the Mayor Cr Daria Kellander in the presence of

.....  
Name

.....  
Witness

Date: .....

## SCHEDULE

<b>ENVIRONMENT PROTECTION ACT 2017</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 271	Power to issue improvement notice	SBSCO, BSCO, MPBH, EHO, TLPH, CPH, PPIO, PIO, MBS, BI, BS, BTO, CCSC, TLCSC, PLLAMO, MSES, CES, TLS, TLE, MCO, CCA	
s 272	Power to issue prohibition notice	SBSCO, BSCO, MPBH, EHO, TLPH, CPH, PPIO, PIO, MBS, BI, BS, BTO, CCSC, TLCSC, PLLAMO, MSES, CES, TLS, TLE, MCO, CCA	
s 279	Power to amend a notice	SBSCO, BSCO, MPBH, EHO, TLPH, CPH, PPIO, PIO, MBS, BI, BS, BTO, CCSC, TLCSC, PLLAMO, MSES, CES, TLS, TLE, MCO, CCA	
s 358	Functions of the Environment Protection Authority	SBSCO, BSCO, MPBH, EHO, TLPH, CPH, PPIO, PIO, MBS, BI, BS, BTO, CCSC, TLCSC, PLLAMO, MSES, CES, TLS, TLE, MCO, CCA, MP, MCW, CLCS	
s 359(1)(b)	Power to do all things that are necessary or convenient to be done for or in connection with the performance of the Environment Protection Authority's functions and duties and to enable the Authority to achieve its objective.	SBSCO, BSCO, MPBH, EHO, TLPH, CPH, PPIO, PIO, MBS, BI, BS, BTO, CCSC, TLCSC, PLLAMO, MSES, CES, TLS, TLE, MCO, CCA, MP, MCW, CLCS	
s 359(2)	Power to give advice to persons with duties or obligations	SBSCO, BSCO, MPBH, EHO, TLPH, CPH, PPIO, PIO, MBS, BI, BS, BTO, CCSC, TLCSC, PLLAMO, MSES, CES, TLS, TLE, MCO, CCA, MP, MCW, CLCS	

**Hobsons Bay City**

**Council**

**Instrument of Delegation**

**LEADWEST COMMITTEE**

Hobsons Bay City Council("Council") delegates to each person who is from time to time appointed as a member of the Delegated Committee established by resolution of Council passed on 13 July 2021 and known as the "LeadWest Committee" ("the Committee"), the powers, duties and functions set out in the Schedule and declares that:

1. this Instrument of Delegation is authorised by a resolution of Council passed on 23 September 2025;
2. a delegate can only exercise the delegations contained in this Instrument of Delegation while acting as a member of the Committee at a meeting of the Committee;
3. this delegation:
  - 3.1. comes into force on 23 September 2025;
  - 3.2. remains in force until Council resolves to vary or revoke it; and
  - 3.3. is to be exercised in accordance with the guidelines or policies which Council from time to time adopts; and
4. all members of the Committee will have voting rights on the Committee.

**Signed** by the Chief Executive Officer of Council     )  
in the presence of:   )

.....  
Witness

Date: .....

**Signed** by the Mayor in the presence of:                     )  
   )

.....  
Witness

Date: .....

## **Schedule**

### **LEADWEST COMMITTEE**

#### **Powers and functions**

To exercise Council's functions and powers to perform Council's duties in relation to the fulfilment of the Committee's purpose and objectives as stated in the LeadWest Joint Delegated Committee – Terms of Reference ("Terms of Reference") adopted by Council on 23 September 2025, and for those purposes:

1. to enter into contracts, and to incur expenditure;
2. to do all things necessary or convenient to be done for or in connection with the performance those functions, duties and powers, including:
  - 2.1. develop a strategic four year plan to foster and undertake actions that will support sustainable growth and development of the Western Region of Melbourne, including the local government areas of Wyndham, Brimbank, Hobsons Bay, Maribyrnong and Melton ("LeadWest Strategic Plan");
  - 2.2. develop and prioritise a rolling Four Year Implementation Program of the actions in the LeadWest Strategic Plan to be updated and approved annually ("Four Year Implementation Program");
  - 2.3. oversee implementation of LeadWest Strategic Plan in accordance with the agreed Four Year Implementation Program;
  - 2.4. make recommendations to Council and other LeadWest member Councils on budget allocations (refer Terms of Reference) to effect the implementation of the LeadWest Strategic Plan;
  - 2.5. progress individual initiatives in accordance with the annualised Four Year Implementation Program;
  - 2.6. review and recommend adjustments to the Four Year Implementation Program as required;
  - 2.7. monitor and report annually to LeadWest member Councils on the progress of the implementation of the LeadWest Strategic Plan; and
  - 2.8. perform all other functions that are set out in the Terms of Reference (attached) that are not otherwise listed above.

#### **Exceptions, conditions and limitations**

3. the Committee is not authorised by this Instrument to:
  - 3.1. enter into any contracts, or incur any expenditure, for an amount which exceeds the Committee's Budget as approved by Council and the other LeadWest member Councils in accordance with the Terms of Reference; and
  - 3.2. exercise the powers which, under section 11(2) of the *Local Government Act 2020* or otherwise, cannot be delegated, including:

- 3.2.1. this power of delegation;
- 3.2.2. to declare a rate or change;
- 3.2.3. to borrow money;
- 3.2.4. to enter into contracts for, or incur expenditure in, an amount exceeding that which has previously determined by the Council; and
- 3.2.5. any prescribed power.

## LEADWEST JOINT DELEGATED COMMITTEE

### TERMS OF REFERENCE – ~~30 November 2023~~ September 2025

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#### 1. Committee

The LeadWest Joint Delegated Committee (**Committee**) is constituted as a joint delegated committee in accordance with section 64 of the *Local Government Act 2020* (**Act**).

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#### 2. Preamble

- 2.1 The Cities of Brimbank, Hobsons Bay, Maribyrnong, Melton, and Wyndham (**Member Councils**) have resolved to establish the Committee as a joint delegated committee in accordance with section 64 of the Act for the purposes set out in these Terms of Reference.
- 2.2 Each of the Member Councils will endeavour to ensure that its budget makes provision for the resources reasonably necessary to deliver on commitments agreed in the LeadWest Strategic Plan. The budget of each member Council would be specific to meeting the LeadWest Strategic Plan actions relevant to that respective municipality. The recommended budget allocation is to be based on the perceived benefits and/or capacity of each member Council.
- 2.3 Any of the Member Councils may resolve to withdraw from the Committee provided that a notice period of 12 months is given.

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#### 3. Purpose and Objectives

The purpose and objectives of the Committee are to:

- 3.1 oversee the preparation and implementation of the LeadWest Strategic Plan;
  - 3.2 oversee the preparation and implementation of any sub projects as determined by the Member Councils from time to time in accordance with these Terms of Reference;
  - 3.3 identify and implement actions that support sustainable growth and development in the Western Region of Greater Melbourne (the **Region**) being the region covered by the municipalities of the Member Councils; and
  - 3.4 provide coordinated assessment and decision-making functions with respect to the Committee's purpose.
-

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#### 4. Context

In fulfilling its purpose and objectives, the Committee will have regard to:

- 4.1 the overarching governance principles in section 9(2) of the Act;
- 4.2 legislative requirements generally;
- 4.3 available resources;
- 4.4 existing initiatives and programmes in the Region;
- 4.5 economic, social and environmental values; and
- 4.6 respecting individual differences between communities.

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#### 5. Role and Functions

The Committee's role and functions are those specified in clauses **Error! Reference source not found.** to **Error! Reference source not found.** below.

##### 5.1 Programming:

- 5.1.1 develop and approve a ~~ten-four~~ year LeadWest Strategic Plan which will underpin the activities of the Committee and is reviewed by the Committee in the first year of a new four year Council term;
- 5.1.2 develop and approve a rolling Four Year Implementation Program to implement actions stated in the LeadWest Strategic Plan and its subsequent reviews. This Program is to be updated and approved annually by the Committee;
- 5.1.3 approve individual "Project Briefs" developed to progress specific LeadWest Strategic Plan actions in accordance with the Four Year Implementation Program;
- 5.1.4 ensure the execution of the Four Year Implementation Program and monitor the progress of individual LeadWest Strategic Plan actions; and
- 5.1.5 establish the LeadWest Leadership Forums (Strategy and Implementation Committee and the Annual Forum) to provide input to the identification of regional priorities and development of the annualised Four Year Implementation Program.

##### 5.2 Budgeting:

- 5.2.1 on or before 30 April each year, prepare an annual budget for the next financial year for submission to the Member Councils for approval, which budget will be approved by resolution of a majority of the Member Councils;
- 5.2.2 in consultation with the Member Councils, and by reference to the budget approved under clause **Error! Reference source not found.**, on or before 31 May each year, determine the amount that each Member Council will contribute annually for the cost of the Committee's functions, coordination and administration;



- 5.2.3 in conjunction with the budgeting processes under clauses **Error! Reference source not found.** and **Error! Reference source not found.** and otherwise as required, make recommendations to the Member Councils of budget allocations required to effect the implementation of specific LeadWest Strategic Plan strategies and actions for consideration in each Member Council's annual budgeting process ; and
- 5.2.4 seek on behalf of the Member Councils funding from external sources, being any source other than the Member Councils, for the furtherance and implementation of LeadWest Strategic Plan actions.

### 5.3 Procedures Protocol:

- 5.3.1 develop and adopt a protocol to provide the basis for the working relationships between the Member Councils in respect of matters within the scope of these Terms of Reference (including the role, relationships and operational processes of the Leadership Forums established under clause **Error! Reference source not found.** and the LeadWest Executive Officer) and for the resolution of any issues that arise between Member Councils in respect of the LeadWest Strategic Plan and its implementation; and
- 5.3.2 provide advice, from time to time, to the Member Councils on the governance arrangements for the Committee.

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## 6. Admission of New Members

Additional neighbouring Councils can be admitted as Member Councils (**New Council**) upon the recommendation of the Committee and following approval by resolution of each of the existing Member Councils, on the basis that:

- 6.1 the New Council agrees to adopt the LeadWest Strategic Plan and any future reviews;
- 6.2 the New Council agrees to provide annual funding through its budget process on the same basis as the other Member Councils (as outlined in clause **Error! Reference source not found.**);
- 6.3 where possible, the New Council commences its membership at the start of a financial year with approved funding in place; and
- 6.4 unless resolved otherwise by a majority of the existing Member Councils, the New Council is entitled to the benefit of all actions and projects already undertaken, in progress and completed by LeadWest.

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## 7. Structure and Membership

- 7.1 At the time of establishment, the Committee consists of the following Member Councils:
  - 7.1.1 Brimbank City Council;
  - 7.1.2 Hobsons Bay City Council;
  - 7.1.3 Maribyrnong City Council;

- 7.1.4 Melton City Council; and
- 7.1.5 Wyndham City Council.
- 7.2 The Committee will consist of the following voting members:
  - 7.2.1 from each of the Member Councils:
    - (a) *one Councillor (or proxy), appointed in accordance with clause **Error! Reference source not found.**; and*
    - (b) *the Chief Executive Officer (or proxy) of the relevant Member Council; and*
  - 7.2.2 so many independent members as determined by the Committee to be necessary from time to time, and appointed in accordance with clause **Error! Reference source not found.**, provided that the total number of independent members shall not exceed 5 at any one time.
- 7.3 The term of membership of each member will:
  - 7.3.1 commence on the day respective Member Councils appoint their Councillor delegate and proxy (typically in December each year) ; and
  - 7.3.2 be subject to clauses **Error! Reference source not found.**, **Error! Reference source not found.** and **Error! Reference source not found.** continue for:
    - (a) Councillors (and proxies) appointed by Member Councils – 1 year; and
    - (b) independent members – 2 years.
- 7.4 Each Councillor member of the Committee and their proxy will be appointed by resolution of their respective Member Councils.
- 7.5 Where the Committee proposes to have one to five independent members appointments will be made according to the following process:
  - 7.5.1 the Committee will call for nominations of persons with appropriate expertise as independent members by public advertisement or invitation;
  - 7.5.2 the Committee will assess the nominations, prepare a short list of candidates for each independent member(s) to be appointed and select a preferred candidate(s) for consideration by the Member Councils;
  - 7.5.3 if a majority of the Member Councils accept, by resolution, the preferred candidate(s), those candidate(s) will be appointed to the Committee as an independent member(s) for the next term as specified in clause **Error! Reference source not found.**;
  - 7.5.4 if a majority of the Member Councils reject, by resolution, the preferred candidate(s), the:
    - (a) *Member Councils rejecting the preferred candidate(s) will provide their reasons for doing so to the Committee; and*
    - (b) *process under clause **Error! Reference source not found.**, **Error! Reference source not found.** and 7.5.3 will be repeated so to achieve a majority of the*



*Member Councils accepting the preferred candidate(s) as independent member(s) of the Committee; and*

- 7.5.5 if, after two nomination processes, a majority of the Member Councils has not agreed on the independent member(s) to be appointed to the Committee, no appointment of independent members will be made for a period of at least 12 months, after which the process under clauses 7.5.1, 7.5.2 and 7.5.3 can be repeated for the appointment of independent member(s).
- 7.6 The appointment of an independent member to the Committee is automatically terminated on the date:
- 7.6.1 that the independent member is declared bankrupt or is disqualified to act as a Director of a company under the *Corporations Act 2001* (Cth);
  - 7.6.2 that the independent member applies to take the benefit of any law for the relief of bankrupt or insolvent debtors;
  - 7.6.3 that the independent member is convicted of an indictable offence;
  - 7.6.4 of the third consecutive meeting of the Committee from which the independent member is absent without the leave of the Chairperson;
  - 7.6.5 that the independent member fails, without reasonable excuse, to comply with an obligation imposed on him or her by the Act; or
  - 7.6.6 that their term of appointment expires in accordance with clause **Error! Reference source not found..**
- 7.7 The appointment of an independent member to the Committee may be terminated if a majority of the Member Councils resolves that the independent member:
- 7.7.1 has engaged in serious misconduct of any kind;
  - 7.7.2 is unable to perform the duties of his or her office for any reason;
  - 7.7.3 is otherwise unfit for the role, taking into account any recommendation of the Committee; or
  - 7.7.4 for any other reason.
- 7.8 A Councillor member of the Committee ceases to be a member upon:
- 7.8.1 their term of appointment expiring in accordance with clause **Error! Reference source not found.;**
  - 7.8.2 ceasing to be a Councillor; or
  - 7.8.3 their Member Council resolving that they shall no longer be appointed to the Committee.
- 7.9 Any Councillor member of the Committee and any proxy will be eligible for reappointment at the expiry of their term under clause **Error! Reference source not found..**
- 7.10 Any independent member of the Committee will be eligible for reappointment at the expiry of their term under clause **Error! Reference source not found.**, but not after termination under clauses **Error! Reference source not found.** or **Error! Reference source not found.**, unless determined otherwise by resolution of a majority of the Member Councils.

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## 8. Chairperson and Deputy Chairperson

### 8.1 The Chairperson of the Committee will be appointed:

- 8.1.1 annually at the first Committee meeting after all Member Councils appoint their Councillor delegate (typically at the committee meeting held in December);
- 8.1.2 from the Councillor members appointed under clause **Error! Reference source not found.**; and
- 8.1.3 by resolution of the Committee.

### 8.2 The Chairperson will:

- 8.2.1 chair all meetings of the Committee;
- 8.2.2 lead the preparation of the LeadWest Strategic Plan;
- 8.2.3 assist the Committee to establish sound governance practices;
- 8.2.4 provide guidance and advice to members of the governing body of the Committee about their conduct as members; and
- 8.2.5 provide leadership to the Committee.

### 8.3 The Deputy Chairperson will be appointed:

- 8.3.1 annually at the first Committee meeting after all Member Councils appoint their Councillor delegate (typically at the committee meeting held in December);
- 8.3.2 from the Councillor members appointed under clause **Error! Reference source not found.**;
- 8.3.3 by resolution of the Committee;
- 8.3.4 and will act as the Chairperson when the:
  - (a) *position of Chairperson is vacant; or*
  - (b) *Chairperson is absent or otherwise unable to perform the duties of the Chairperson for any reason.*

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## 9. Proceedings of the Committee

### 9.1 The proceedings of the Committee will be in accordance with:

- 9.1.1 the Act;
- 9.1.2 these Terms of Reference; and

- 9.1.3 the Governance Rules of Brimbank City Council as amended from time to time.
- 9.2 In the event of any inconsistency between the documents listed in clause **Error! Reference source not found.**, the inconsistency will be resolved according to the order in which those documents are listed.
- 9.3 A quorum for the Committee will be 50% plus 1 of the persons appointed to the Committee.
- 9.4 Each member of the Committee appointed under these Terms of Reference and present at a Committee meeting is entitled to one vote.
- 9.5 Voting will be by a show of hands.
- 9.6 For a motion to be successful, a majority of the members of the Committee present at a meeting, personally or by proxy, must vote in favour of the question.
- 9.7 If the Chairperson and Deputy Chairperson are both absent for all or part of a Committee meeting the Committee members present at the meeting will resolve by a majority vote who from the Councillor members present at the Committee meeting will be appointed as the temporary Chairperson.
- 9.8 The Committee will set the times and dates for its meetings, provided that the Committee shall meet at least quarterly.
- 9.9 The conflict of interest provisions for members of Delegated Committees prescribed by the Act and the Governance Rules apply to members of the Committee.
- 9.10 The Committee may resolve to invite representatives of stakeholders in the implementation of aspects of the LeadWest Strategic Plan to attend its meetings, which representatives will:
  - 9.10.1 be entitled to participate in any discussion, subject to direction of the Chairperson; and
  - 9.10.2 not be entitled to vote.

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## 10. Reporting

- 10.1 The business of the Committee shall be recorded in minutes kept by the LeadWest Executive Officer.
- 10.2 The minutes shall be:
  - 10.2.1 distributed to each of the Member Councils within two weeks of the meeting to which they relate; and
  - 10.2.2 included in the Register of Minutes kept by the Committee and made available for public inspection through each of the Member Councils.
- 10.3 The Committee shall provide an annual report to the Member Councils.

## 11. Administration

- 11.1 A LeadWest Executive Officer will be appointed by the Committee in accordance with clause 11.2 to provide administrative support to the Committee.
- 11.2 The Executive Officer will:
- 11.2.1 be an officer of one of the Member Councils;
  - 11.2.2 be chosen by resolution of the Committee from a list of officers nominated by each of the Member Councils for the purpose, provided always that not every Member Council is obliged to nominate an officer;
  - 11.2.3 continue as the Executive Officer until either the:
    - (a) Committee resolves to appoint another Executive Officer; or
    - (b) Member Council by which the Executive Officer is employed determines to withdraw the Executive Officer, or
    - (c) Executive Officer resigns in accordance with their employment contractwhichever is earlier; and
  - 11.2.4 undertake a Coordination/Project Management role to:
    - (a) ensure timely and coordinated delivery of the overall annual LeadWest implementation plan; and
    - (b) provide the day to day oversight of the LeadWest program and specific actions.
- 11.3 The Executive Officer will provide to the Committee:
- 11.3.1 quarterly briefings at Committee meetings; and
  - 11.3.2 six monthly progress reports,
- containing such information as determined and directed by the Committee from time to time.
- 

## 12. Advocacy Officers Advisory Group

- 12.1 The Committee will establish an advocacy officers advisory group :
- 12.1.1 Consisting of all advocacy experts from the Member Councils.
- 12.2 The group will meet 6-8 weekly or as is determined by the Committee from time to time, with the role of the group being to:
- 12.2.1 make recommendations to the Committee about the determination and driving of strategic regional priorities;

- 12.2.2 provide advice to the Committee on annual priorities for the review of the Four Year Implementation Program;
- 12.2.3 facilitate liaison, partnerships and coordination with stakeholders of the activities being undertaken by LeadWest, including identifying project synergies and opportunities arising from Federal, State and Local Government programs; and
- 12.2.4 monitor and review of the LeadWest Strategic Plan, and progress reports
- 12.3 Proceedings of meetings will be recorded by as recommendations for consideration by the Committee.

### 13. Project Task Groups

- 13.1 The Committee is able to establish Project Task Groups from time to time for the purpose of undertaking individual project actions.
- 13.2 The Project Task Groups will be formulated to deliver individual LeadWest Strategic Plan actions in response to the annual work program.
- 13.3 The composition and funding of the Project Task Groups will be needs based and determined by the:
  - 13.3.1 Committee, consistent with its budget submitted under clause **Error! Reference source not found.**; or
  - 13.3.2 where the Committee's budget has no allocation for the necessary funding:
    - (a) *Member Council which will, at the determination of a majority of the Member Councils' Chief Executive Officers, lead and fund the relevant project; or*
    - (b) *majority decision of the Member Councils to share the cost of funding among their number.*
- 13.4 The method of budget administration will be determined on an individual project needs basis.
- 13.5 Day to day coordination and integration of the Project Task Groups will be managed by the LeadWest Executive Officer.
- 13.6 Individual 'Project Briefs' must be approved by the Committee before any funding under clause **Error! Reference source not found.** is determined and allocated.

REVIEWED	1) 1 August 2021	ADOPTED	1 August 2021
	2) 30 November 2023	ADOPTED	6 December 2023



## Attachment 1 Overview of the LeadWest Strategic Plan

1. To achieve its Purpose and Objectives LeadWest will, in accordance with the Terms of Reference and in reliance on the Instrument of Delegation, adopt a:
  - 1.1 LeadWest Strategic Plan covering a ~~four~~10-year period; and
  - 1.2 rolling Four Year Implementation Program,both designed to foster and undertake actions that will support sustainable growth and development of the Western Region of Greater Melbourne (the **Region**).
2. The LeadWest Strategic Plan will focus on:
  - 2.1 jobs and skills;
  - 2.2 transport infrastructure and connectivity;
  - 2.3 health and wellbeing;
  - 2.4 continuing environmental rehabilitation and sustainable development;
  - 2.5 A vibrant social economy (sports, leisure, arts, culture, tourism)
3. In summary these areas of focus will include:
  - 3.1 *Jobs and skills*

LeadWest will work in partnership with State and Federal Governments, the private sector, other regional bodies and stakeholders to pursue initiatives which target the needs of the Region regarding the generation and retention of jobs and continuing to build the necessary skills that are required now and in the future. The focus will include developing and utilising an evidence base to capitalise on the significant investment in the west and leverage opportunities for communities across the region.
  - 3.2 *Transport infrastructure and connectivity*

With the rapid rate of growth and development occurring (and projected to continue for many years) in the Region, transport infrastructure and connectivity remains a critical priority for LeadWest. Capitalising on and facilitating best value outcomes resulting from the major transport initiatives occurring in and outside the Region will be a key focus.

LeadWest will actively contribute as a strategic stakeholder to the delivery of such initiatives. In addition, LeadWest will be future focused by commissioning research to inform business cases for priority transport infrastructure and connectivity improvements that are required in the Region in the longer term.
  - 3.3 *Health and wellbeing*

LeadWest considers health and wellbeing initiatives to be crucial to the future of the Region. Social impact investment activity is required and LeadWest will be an active participant in piloting innovative approaches in this area. LeadWest will research topics to provide an evidence base prior to addressing identified and prioritised preventative health and wellbeing indicators.

3.4 *Continuing environmental rehabilitation and sustainable development*

The Region, while similar in many ways to the rest of Greater Melbourne, also has its own environmental and development issues that need to be addressed. LeadWest will include environmental rehabilitation and sustainable development in its Strategic Plan and will encourage the piloting of innovative approaches to renewable/community energy and capitalise on the natural open space features in the Region by improving connectivity.

3.5 *A vibrant social economy*

LeadWest will work with identified strategic partners to highlight and further develop a mix of high standard sporting, leisure, arts/culture and tourism opportunities in the region that contribute to economic progress and social inclusion, and acknowledge our rich indigenous history and cosmopolitan community.

4. In progressing the above regard will be given to:

- 4.1 legislative requirements;
- 4.2 available resources;
- 4.3 existing initiatives and programmes;
- 4.4 economic, social and environmental values; and
- 4.5 respecting individual differences between communities.

***S11A Instrument of Appointment and Authorisation  
(Planning and Environment Act 1987)***

**Hobsons Bay City Council**

**Instrument of Appointment and Authorisation**

***(Planning and Environment Act 1987 only)***



## Instrument of Appointment and Authorisation

### (*Planning and Environment Act 1987*)

In this instrument "**officer**" means –

Anthony Pham	Dezarn Um	Matthew Campbell
Arthur Vatzakis	Dylan Todd	Maryanne Robertson
Alexandra Rio	Emma Lewis	Max Loughbrough
Brandon Zappia	Emina Krijestorac	Melissa Kaplon
Brook Quinn	Elyse Rider	Michelle Arias
Chris Willard	Ersin Yuksel	Pauline Dingli
Catherine Balagtas	Giulia Chelini	Pauline Taulafo
Chen Gao	Gina Christy	Rhys Martin
Chenenka Liyanapathirana	Ines Gracic	Rhiannon Wright
Chloe Espiard	James Pink	Rebecca Tang
David De Thomasis	James Stanfield	Roland Abrahams
David Kilroe	Jason Mayall	Sue Gauci
David Power	Jim Stylianios	Tim Sproule
Darren Szymanski	Jocelyn Thomas	Tomislav Buljubasic
	Kathleen Hook	Zoran Jovanovski

### **By this instrument of appointment and authorisation Hobsons Bay City Council -**

1. under s 147(4) of the *Planning and Environment Act 1987* - appoints the officers to carry out the duties or functions and to exercise the powers of an authorised officer under the *Planning and Environment Act 1987*; and
2. under s 313 of the *Local Government Act 2020* authorises the officers either generally or in a particular case to institute proceedings for offences against the Acts and regulations described in this instrument.

**It is declared that** this instrument -

- revokes the instrument authorised by a resolution of Hobsons Bay City Council on 29 April 2025; and
- comes into force immediately upon its execution; and
- remains in force until varied or revoked.

This instrument is authorised by a resolution of the Hobsons Bay City Council on 23 September 2025.

.....  
**KERRY THOMPSON**  
**Interim Chief Executive Officer**  
**Hobsons Bay City Council**

Date: ##insert

*S11B Instrument of Appointment and Authorisation  
(Environment Protection Act 2017)*

**Hobsons Bay City Council**

**Instrument of Appointment and Authorisation  
(*Environment Protection Act 2017* only)**

## **Instrument of Appointment and Authorisation (*Environment Protection Act 2017*)**

In this instrument "**officer**" means -

<b>Alexandra Rio</b>	<b>Mahdis Canning</b>	<b>Sarah Bartolo</b>
<b>Alexandros Sarris</b>	<b>Marcus Collard</b>	<b>Simon Cataldo</b>
<b>Arthur Vatzakis</b>	<b>Mathew Fithall</b>	<b>Sudeeptha Yalla</b>
<b>Christopher Willard</b>	<b>Mi Kim</b>	<b>Troy Emtsis</b>
<b>David De Thomasis</b>	<b>Mirjana Petrov</b>	<b>Yussuf Rabi</b>
<b>Jake Repacholi</b>	<b>Sadhna Chand</b>	<b>James Stanfield</b>
<b>Roland Abrahams</b>	<b>Ines Gracic</b>	
<b>Tim Sproule</b>		

**By this instrument of appointment and authorisation, Hobsons Bay City Council -**

under s 242(2) of the *Environment Protection Act 2017* ('**Act**') and the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021 - appoints the officers to be authorised officers for the purposes of exercising the powers and functions set out in the Instrument of Direction of the Environment Protection Authority under the Act dated 4 June 2021.

**It is declared that** this instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

This Instrument is made by the Chief Executive Officer of Hobsons Bay City Council in the exercise of their authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on 23 September 2025.

**KERRY THOMPSON**  
**Chief Executive Officer**  
**Hobsons Bay City Council**

Date:##insert

# Errors and Anomalies in the Hobsons Bay Planning Scheme Amendment

*Manager Strategy, Economy & Sustainability*

Council Briefing Presentation

16 September 2025



# Background

## Hobsons Bay Planning Scheme



### PLANNING SCHEME

- Every few years Council undertakes an amendment that seeks to correct any errors or anomalies identified while administering the planning scheme
- Previous amendment undertaken in 2022
- Current amendment C145 proposes to correct 16 anomalies identified

# Planning Scheme Corrections

## Key anomalies and errors identified:

- Redundant and incorrect planning overlays over State Government and private land
- Text errors in the wording of clauses or policies that have impacts on the interpretation of the planning scheme
- Outdated references to former state government departments

# Remove Public Acquisition Overlay (PAO1)– State Government Land

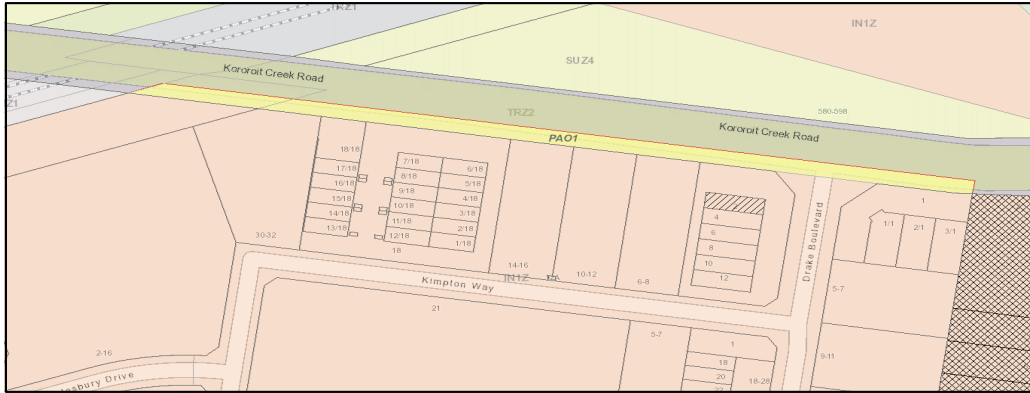


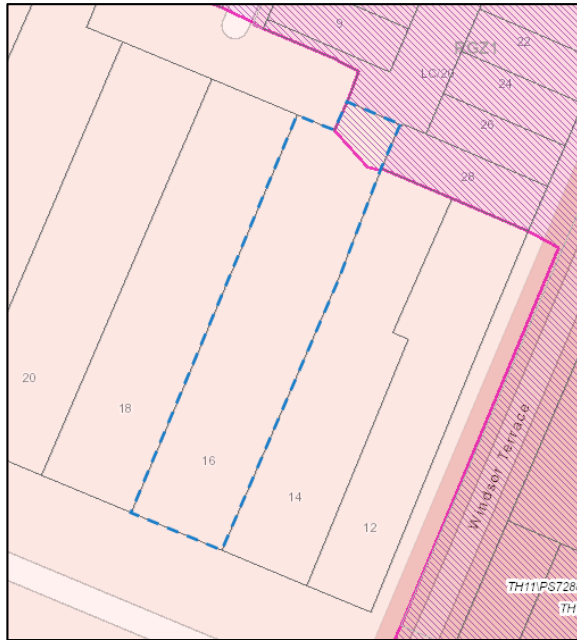
Image 1: Extent of the PAO1 on Kororoit Creek Road



Image 2: Widened Kororoit Creek Road turning into Drake Boulevard

- State Government acquired the land in 1961 to widen Kororoit Creek Road on the south alignment.
- The road widening was completed, and the PAO is no longer required.
- The Department of Transport and Planning support the PAO removal.

# Remove Design and Development Overlay (DDO11) at 16 Cecil Street, Williamstown



Images 3 and 4: DDO11 affecting 16 Cecil Street

- The Design and Development Overlay incorrectly applies over the rear of 16 Cecil Street
- A 6.0m high garage/studio was recently constructed in this section
- The removal of the DDO11 will not materially impact the garage/studio as the height of the building (6.0m) remains within the height limit of the Neighbourhood Residential Zone (9.0m).
- The landowner will be notified during the exhibition process.

# Text Corrections

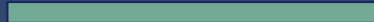
- Amend schedules to the Special Use Zone (SUZ) 3, 4, and 5 to correctly reference updated commercial zones, delete redundant references to outdated state government departments, and minor changes to policy references.
- Amend Schedule 10 to the General Residential Zone (GRZ10) to include the minimum dimension of 2.4m for Standard A17 which was omitted in error as part of Amendment C114hbay.
- Amend Schedule 2 to the Comprehensive Development Zone (CDZ2) for formatting errors and incorrect references to Clause 52.10 (reconstruction after an emergency).
- Update Map 1 to Schedule 11 of the Design and Development Overlay to reflect current overlay extent and minor changes to policy references.
- Amend the Schedule to the Heritage Overlay (HO) to reference the updated year of 2021 for all Heritage Design Guidelines
- Amend Schedule 14 to the Design and Development Overlay (DDO14) to reference council's updated background document *Social Impact Assessment Guidelines: Residential (Hobsons Bay City Council 2022)*.
- Amend Schedule to Clause 66.04 to replace reference to the outdated 'Department of Economic Development, Jobs, Transport and Resources' with 'Secretary, as defined in Section 2 of the Transport Integration Act 2010 and thereafter the Head, Transport Victoria'.

# Next Steps





# Questions



## **Hobsons Bay Planning Scheme**

### **Amendment C145hbay**

## **Explanatory Report**

### **Overview**

This amendment proposes to correct overlay mapping anomalies, and text errors present in the Hobsons Bay Planning Scheme. It does this by removing redundant Public Acquisition Overlays and portions of Design and Development Overlays and updating ordinance within General Residential Zones, Neighbourhood Residential Zones, Special Use Zones, Comprehensive Development Zones, Design and Development Overlays, Heritage Overlays, and General Provisions.

### **Where you may inspect this amendment**

The amendment can be inspected free of charge at the Hobsons Bay City Council website: <https://www.hobsonsbay.vic.gov.au/Services/Planning-Building/Planning-Scheme-Amendments-and-Strategic-Planning-projects/Planning-Scheme-Amendments>

The amendment is available for public inspection, free of charge, during office hours at *Hobsons Bay City Council, 115 Civic Parade Altona, Victoria, 3018*

The amendment can also be inspected free of charge at the Department of Transport and Planning website at: <http://www.planning.vic.gov.au/public-inspection> or by contacting the office on 1800 789 386 to arrange a time to view the amendment documentation.

### **Submissions**

Any person may make a submission to the planning authority. Submissions about the amendment must be received by **[insert submissions due date]**.

A submission must be sent to:

*Strategic Planning Department, Hobsons Bay City Council*

**By post/in person:** Strategic Planning Department, 115 Civic Parade Altona, 3018

**By Email:** [amendments@hobsonsbay.vic.gov.au](mailto:amendments@hobsonsbay.vic.gov.au)



## **Panel hearing dates**

In accordance with clause 4(2) of Ministerial Direction No.15 the following panel hearing dates have been set for this amendment:

- Directions hearing: [insert directions hearing date]
- Panel hearing: [insert panel hearing date]

## **Details of the amendment**

### **Who is the planning authority?**

This amendment has been prepared by the Hobsons Bay City Council, which is the planning authority for this amendment.

### **Land affected by the amendment**

The amendment applies to various parcels of land throughout the municipality. Overlay mapping changes affect properties identified in the attachments to this Explanatory Report.

### **What the amendment does**

Amendment C145hbay seeks to amend various provisions of the Hobsons Bay Planning Scheme to correct mapping and text anomalies to ensure the ongoing accuracy of the Hobsons Bay Planning Scheme. Specifically, the amendment proposes:

#### ***Overlay Maps***

- Amend Planning Scheme Map 19 to remove Schedule 11 to the Design and Development Overlay 11 (DDO11) from the rear of 16 Cecil Street, Williamstown which was included by error as part of Amendment C105hbay.
- Amend Planning Scheme Map 8 to:
  - Remove the Public Acquisition Overlay (PAO1) from Kororoit Creek Road, adjacent to the Altona Gardens Industrial Estate (formerly 361-399 Kororoit Creek Road Altona) in the manner shown in the attached mapping, which has been acquired by the Head, Transport for Victoria.

#### ***Planning Scheme Ordinance***

#### ***Zones***

- Amend Schedule 10 to the General Residential Zone (GRZ10) to include the minimum dimension of 2.4m for Standard A17 which was omitted in error as part of Amendment C114hbay.
- Amend Schedule 2 and 3 to the Special Use Zone (SUZ2 and SUZ3) to replace references to 'Business 5 Zone' with 'Commercial 1 Zone' in sections 3 (Subdivision) and 4 (Buildings and works) to reflect gazetted Amendment VC100.
- Amend Schedule 4 to the Special Use Zone (SUZ4) to:
  - Replace reference to 'The State Planning Policy Framework and Local Planning Policy Framework' and the 'Municipal Strategic Statement' with 'The Planning Policy Framework' and 'Municipal Planning Strategy' in the decision guidelines, to reflect gazetted Amendment C131hbay.
  - Delete reference to 'local planning policies' in the decision guidelines to reflect gazetted Amendment C131hbay.
  - Replace reference to the former 'Department of Natural Resources and Environment' with the 'Department of Energy, Environment and Climate Action or the appropriate land management body' in the Decision Guidelines.
- Amend Schedule 5 to the Special Use Zone (SUZ5) to replace references to 'Business 5 Zone' with 'Commercial 1 Zone' in section 3 (Subdivision) to reflect gazetted Amendment VC100.
- Amend Schedule 2 to the Comprehensive Development Zone (CDZ2):
  - In the Table of Uses for *Industry (other than Automated collection point, Materials recycling, and Refuse disposal)*, replace a reference to Clause 52.10 with reference to Clause 53.10 (*Uses and activities with potential adverse impacts*), to reflect gazetted Amendment VC148.
  - Amend the formatting of Section 1 uses to separate the uses of 'Cinema' and 'Education centre' into their own rows, to reflect gazetted amendment C88hbay.
  - Update the formatting of Section 3 uses to separate the uses of 'Cinema' and 'Corrective Institution' into their own rows, to reflect gazetted amendment C88hbay.

## Overlays

- Amend the Schedule to the Heritage Overlay (HO) to reference the updated

year of 2021 for all Heritage Design Guidelines

- Amend Schedule 11 to the Design and Development Overlay (DDO11) to:
  - Replace Map 1 to Schedule 11 to Clause 43.02 with a new map that reflects all land affected by DDO11, as per gazetted amendment C105hbay.
  - Replace a reference in the Decision Guidelines from Clause 22.01 to Clause 15.03 of the Planning Policy Framework (PPF) as per gazetted Amendment C131hbay.
- Amend Schedule 14 to the Design and Development Overlay (DDO14) to reference council's updated background document *Social Impact Assessment Guidelines: Residential (Hobsons Bay City Council 2022)* within section 6.0 of the Decision Guidelines, as per gazetted amendment C134hbay

### **General Provisions**

- Amend Schedule to Clause 66.04 to replace reference to the 'Department of Economic Development, Jobs, Transport and Resources' with 'Secretary, as defined in Section 3 of the Transport Integration Act 2010 and thereafter the Head, Transport for Victoria'.

See Explanatory Report for further information.

## **Strategic assessment of the amendment**

### **Why is the amendment required?**

In administering the planning scheme, Hobsons Bay City Council has identified several overlay anomalies, and text errors. These anomalies and errors require correction to ensure the planning scheme is accurate, up to date, and minimises the associated administrative burden on permit applicants and Council planning staff caused by errors or anomalies in the scheme.

### **How does the amendment implement the objectives of planning in Victoria?**

The amendment implements the objectives in section 4(1) and 12(1)a of the *Planning and Environment Act 1987* (the Act) in particular:

*a. To provide for the fair, orderly, economic and sustainable use, and development of land;*

*b. To provide for the protection of natural and man-made resources and the maintenance of ecological processes and genetic diversity;*

*c. To secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria;*

*d. To conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value;*

*e. To protect public utilities and other assets and enable the orderly provision and co-ordination of public utilities and other facilities for the benefit of the community;*

The amendment implements these objectives by correcting overlay anomalies and ordinance errors in the Hobsons Bay Planning Scheme. The amendment improves the clarity and consistency of the scheme which helps to facilitate orderly planning and appropriate use and development.

### **How does the amendment address any environmental, social and economic effects?**

#### Environmental effects

The amendment will not significantly impact the environment. The mapping anomalies and text errors are administrative in nature.

#### Social effects

The amendment corrects overlays which will improve the facilitation of fair and orderly use and development outcomes for residential areas. Furthermore, the amendment will result in a positive social effect as some schedules will be amended to reflect updated Social Impact Assessment Guidelines: Residential (Hobsons Bay City Council 2022).

#### Economic effects

The economic effects of the amendment will be positive because it will improve the clarity of the Hobsons Bay Planning Scheme administration. This will in turn provide greater certainty for the community and developers by ensuring that the planning controls are correct.

### **Does the amendment address relevant bushfire risk?**

The amendment will not increase bushfire risk. The land affected by the amendment is not subject to a Bushfire Management Overlay.

### **Does the amendment comply with the requirements of any other**

## **Minister's Direction applicable to the amendment?**

The amendment complies with all Directions applicable to Amendment C145hbay as outlined below:

### Ministerial Direction – The Form and Content of Planning Schemes

The amendment is consistent with the form and content of planning schemes under section 7(5) of the *Planning and Environment Act 1987*.

### Ministerial Direction 9: Metropolitan Strategy

The amendment is administrative to improve the clarity and the administration of the planning scheme. It will not compromise the implementation of the Metropolitan Planning Strategy.

### Ministerial Direction 11: Strategic Assessment of Amendments

The amendment has been strategically assessed and justified in accordance with Ministerial Direction 11 as outlined in the Explanatory Report.

### Ministerial Direction 15: The Planning Scheme Amendment Process

This direction introduced timeframes for completing steps in the planning scheme amendment process. The amendment will comply with the relevant sections of this Direction.

### Ministerial Direction 19: Information requirement for amendments that may result in impacts on the environment, amenity and human health

Environment Protection Authority (EPA) advice has been sought to determine the potential impacts of the proposed rezoning on the environment, amenity and human health.

### Ministerial Direction 20: Major Hazard Facilities

Three site lies within the Major Hazard Facilities Safety Areas and the threshold distance of an existing Major Hazard Facility. The sites are listed below:

#### *Outer Safety area*

- 16 Cecil Street, Williamstown
- 23 Ann Street, Williamstown
- 26 Windsor Terrace, Williamstown

- 28 Windsor Terrace, Williamstown

The DDO11 is proposed to be removed from a section of the subject site at 16 Cecil Street. Furthermore, 23 Ann Street, 26 and 28 Windsor Terrace will be included in a new map that reflects all land affected by the existing DDO11. Council has sought advice from WorkSafe Victoria, and the Minister of Economic Development as outlined under Ministerial Direction 20.

### **How does the amendment support or implement the Planning Policy Framework and any adopted State policy?**

The amendment supports the actions of *Plan for Victoria – A plan by Victorians, for Victorians* by ensuring that housing and job provision is not hindered by administrative errors in the planning scheme.

The amendment supports the Vision for Victoria by providing a clear and consistent planning framework.

Clause 01.01 Purposes of this Planning Scheme, includes the following purpose:

- *To provide a clear and consistent framework within which decisions about the use and development of land can be made.*

The amendment implements the Planning Policy Framework by clarifying and correcting errors within the scheme to assist its administration.

### **How does the amendment support or implement the Municipal Planning Strategy?**

The amendment is consistent with and supports the following clauses of the Municipal Planning Strategy:

- **Clause 02.02 – Vision:** outlines a strong commitment to achieving positive environmental, cultural, social, economic, and urban planning outcomes through the following relevant priorities:
  - *Visionary, vibrant, accountable urban planning.*

The amendment supports the implementation of the Municipal Planning Strategy (MPS) by correcting and clarifying anomalous overlays, and text within the scheme. The amendment ensures greater clarity and accountability in urban planning outcomes in line with the vision and strategies of the MPS.

### **Does the amendment make proper use of the Victoria Planning Provisions?**

The amendment makes proper use of the VPP by making administrative corrections to existing provisions in the Hobsons Bay Planning Scheme in accordance with the

Ministerial Direction - The Form and Content of Planning Schemes.

### **How does the amendment address the views of any relevant agency?**

Prior to exhibition between November 2024 – January 2025, the views of the Environmental Protection Agency (EPA), WorkSafe, Department of Energy, Environment and Climate Action (DEECA), Department of Transport and Planning (DTP) and the Minister of Economic Development were sought in regard to rezoning land and changing overlay controls affected by former landfill buffers and major hazard facilities, in addition to minor ordinance changes.

#### WorkSafe and the Minister of Economic Development

Both WorkSafe and the Minister for Economic Development do not oppose the changes as they do not affect the operation of existing Major Hazard Facilities and are minor in nature.

#### DEECA

DEECA do not oppose the department reference changes in the Schedule to the Special Use Zone (SUZ4) subject to minor amendments.

#### DTP

DTP do not oppose the removal of the PAO1 as the land has already been acquired by the Head, Transport for Victoria. Minor changes to department references were required.

#### EPA

The properties in George Street reside within 500m buffer of a closed former landfill. Ministerial Direction 19 applies if the amendment allows the *“use or development of land within a buffer ... including as set out in the EPA Publication 788.3 (Landfill BPPEM)”*. An objective of EPA Publication 788.3 is to provide information on how to avoid or minimise environmental impacts. Following pre-exhibition consultation, the rezoning of residential land on George Street will not be pursued due to unknown effects of landfill contamination within the 500m buffer area.

Agencies listed above, and affected landowners will have another opportunity to review the amendment as part of the formal exhibition of the amendment.

### **Does the amendment address relevant requirements of the Transport Integration Act 2010?**

The amendment proposes administrative corrections to the Hobsons Bay Planning Scheme and will not have a significant impact on the transport system as defined in Section 3 of the *Transport Integration Act 2010*.

## Resource and administrative costs

### What impact will the new planning provisions have on the resource and administrative costs of the responsible authority?

The amendment is unlikely to have any significant resource or administrative costs for Council. The amendment may reduce resource and administrative costs by improving the clarity and accuracy of the administration of the planning scheme.

#### Attachment 1 – Mapping reference table

Location	Address	Mapping Reference	Proposed Zone changes	Proposed overlay deletion changes
Williamstown	16 Cecil Street, Williamstown	Hobsons Bay C145 Map 19	N/A	Deletion of DDO11
Altona	Formerly 361-399 Kororoit Creek Road Altona	Hobsons Bay C145 Map 8	N/A	Deletion of PAO1



## **Hobsons Bay Planning Scheme**

### **Amendment C145hbay**

#### **Instruction Sheet**

The planning authority for this amendment is the Hobsons Bay City Council.

The Hobsons Bay Planning Scheme is amended as follows:

#### **Planning Scheme Maps**

The Planning Scheme Maps are amended by a total of 3 attached maps sheets.

##### **Overlay Maps**

1. Amend Planning Scheme Map No. 8 PAO1 in the manner shown on the attached map marked “Hobsons Bay Planning Scheme, Amendment C145hbay”.
2. Amend Planning Scheme Map No. 19 DDO11, in the manner shown on the attached map marked “Hobsons Bay Planning Scheme, Amendment C145hbay”.

##### **Planning Scheme Ordinance**

The Planning Scheme Ordinance is amended as follows:

3. In **Zones** – Clause 32.08, replace Schedule 10 with a new Schedule 10 in the form of the attached document.
4. In **Zones** – Clause 37.01, replace Schedule 2 with a new schedule 2 in the form of the attached documents.
5. In **Zones** – Clause 37.01, replace Schedule 3 with a new schedule 3 in the form of the attached documents.
6. In **Zones** – Clause 37.01, replace Schedule 4 with a new schedule 4 in the form of the attached documents.
7. In **Zones** – Clause 37.01, replace Schedule 5 with a new schedule 5 in the form of the attached documents.
8. In **Zones** – Clause 37.02, replace Schedule 2 with a new Schedule 2 in the form of the attached document.

9. In **Overlays** – Clause 43.01, replace Schedule with a new Schedule in the form of the attached document.
10. In **Overlays** – Clause 43.02, replace Schedule 11 with a new Schedule 11 in the form of the attached document.
11. In **Overlays** – Clause 43.02, replace Schedule 14 with a new Schedule 14 in the form of the attached document.
12. In **General Provisions** – Clause 66.04, replace the Schedule with a new Schedule in the form of the attached document.

**End of document**

## Strategic Assessment Guidelines Checklist

This checklist is a tool that provides a quick snapshot of the abovementioned information. It may be useful to use while preparing an amendment assessment.

**Note: In the 'Comment' field, you must click in the top left part of the field to enter any comments.**

Strategic Consideration		Yes	No	N/A	Comment
Why is an amendment required?	<ul style="list-style-type: none"> <li>What does the amendment intend to do and what is its desired outcome?</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The Amendment Seeks to correct overlay and ordinance anomalies in the Hobsons Bay Planning Scheme. This will ensure ongoing accuracy of the scheme and provide clarity in the administration.
	<ul style="list-style-type: none"> <li>How does it intend to do it?</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The Amendment seeks to remove Public Acquisition Overlay (PA01) and a portion of the Design and Development Overlay (DDO11) and update ordinances to ensure correct references to other parts of the scheme and updated background documents.
	<ul style="list-style-type: none"> <li>Is it supported by or is it a result of any strategic study or report?</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The Amendment is a result of ongoing review of the Hobsons Bay Planning Scheme.
	<ul style="list-style-type: none"> <li>Will the planning policy, provision or control result in the desired planning outcome?</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Amendment will improve clarity in the scheme to ensure appropriate land use and development.
	<ul style="list-style-type: none"> <li>Will the amendment have a net community benefit?</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Amendment will ensure ongoing accuracy for the planning scheme administration and improve clarity for the community and planning applicants.
	<ul style="list-style-type: none"> <li>Will the community benefit outweigh the cost of the new control?</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<ul style="list-style-type: none"> <li>Does the amendment repeat provisions already in the scheme?</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<ul style="list-style-type: none"> <li>Is the planning scheme the most appropriate means of controlling the issue or can other existing regulatory or process mechanisms deal with the issue?</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<ul style="list-style-type: none"> <li>Is the matter already dealt with under other regulations?</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Does the amendment implement the objectives of planning and any environmental, social and economic effects?	<ul style="list-style-type: none"> <li>Does the amendment implement the objectives of planning in Victoria? (Refer to section 4 of the <i>Planning and Environment Act 1987</i>)</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>The social and economic effects of the anomaly corrections will be positive because it will improve the clarity of the HBPS administration. This will provide greater certainty for the community and developers by ensuring that the planning controls are correct.</p> <p>The Amendment removes a Public Acquisition Overlay and a portion of the Design and Development Overlay which will</p>
	<ul style="list-style-type: none"> <li>Does the amendment adequately address any environmental effects?</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<ul style="list-style-type: none"> <li>Does the amendment adequately address any social effects?</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

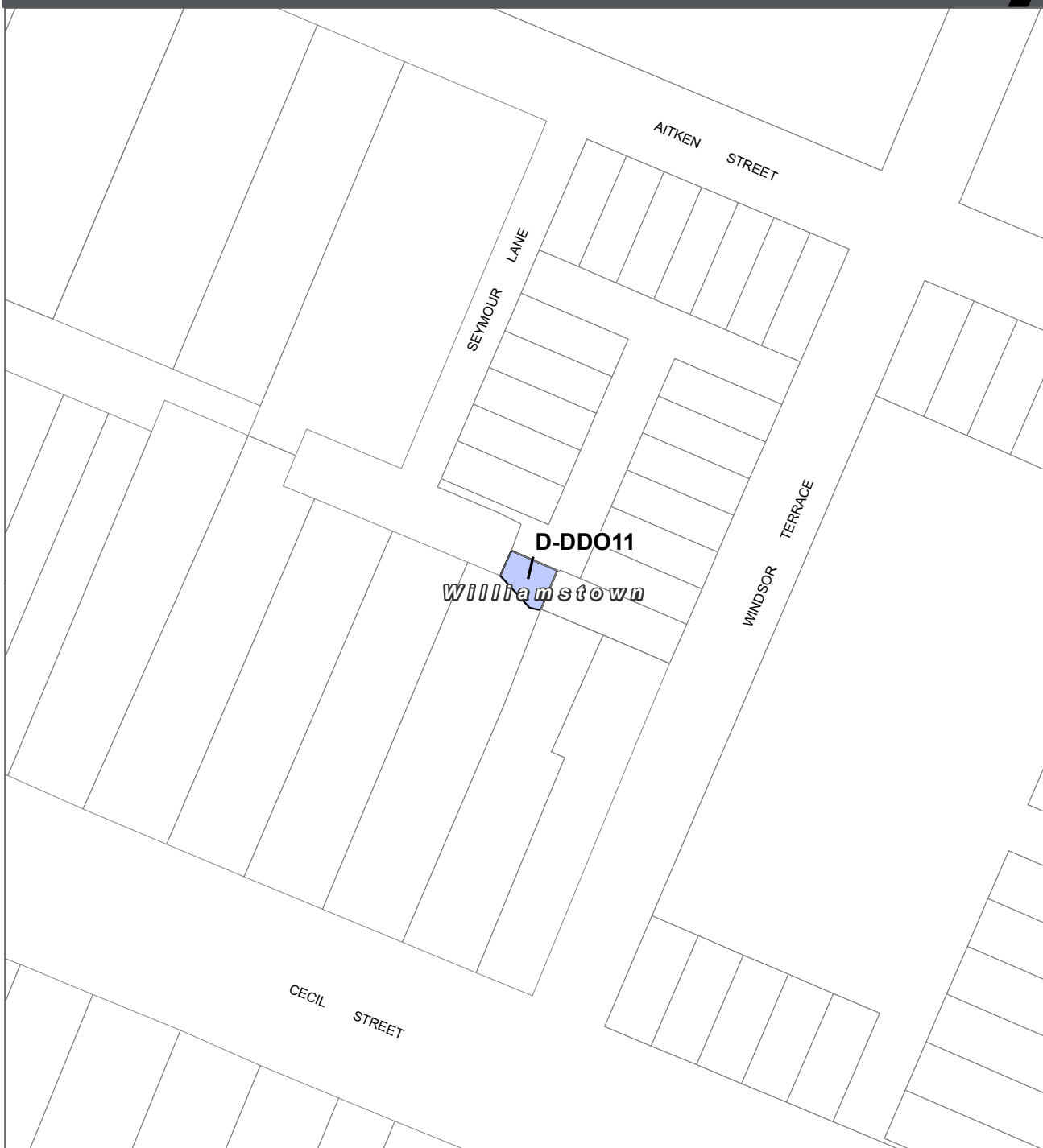
Strategic Consideration		Yes	No	N/A	Comment
	<ul style="list-style-type: none"> <li>Does the amendment adequately address any economic effects?</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>ensure redundant overlays do not unfairly burden landholders.</p> <p>As above.</p>
Does the amendment address relevant bushfire risk?	<ul style="list-style-type: none"> <li>Does the amendment meet the objective and give effect to the strategies to address the risk to life as a priority, property, community infrastructure and the natural environment from bushfire in the Planning Policy Framework (Clause 13.02 of the planning scheme)?</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<ul style="list-style-type: none"> <li>Has the view of the relevant fire authority been sought in formulating the amendment?</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<ul style="list-style-type: none"> <li>If the planning scheme includes a Local Planning Policy Framework at Clause 20, is the amendment consistent with the Local Planning Policy Framework objectives and strategies that apply to bushfire risk?</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<ul style="list-style-type: none"> <li>Is local policy for bushfire risk management required to support the amendment?</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Does the amendment comply with all the relevant Minister's Directions?	<ul style="list-style-type: none"> <li>Does the amendment comply with the requirements of the Ministerial Direction - The Form and Content of Planning Schemes?</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Ministerial Direction 9: Metropolitan Strategy, Ministerial Direction 11: Strategic Assessment of Amendments, Ministerial Direction 15: The Planning Scheme Amendment Process, Ministerial Direction 19 - Information requirement for amendments that may result in impacts on the environment, amenity and human health and Ministerial Direction 20 - Major Hazard Facilities apply to the amendment. Feedback from relevant agencies have been sought during the preparation of the Amendment to ensure compliance with these Ministerial Directions.</p>
	<ul style="list-style-type: none"> <li>Do any other Minister's Directions apply to the amendment? If so, have they been complied with?</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<ul style="list-style-type: none"> <li>Is the amendment accompanied by all of the information required by a Minister's Direction?</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Does the amendment support or implement the PPF?	<ul style="list-style-type: none"> <li>Does the amendment support or give effect to the PPF?</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<ul style="list-style-type: none"> <li>Are there any competing PPF objectives and how are they balanced?</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<ul style="list-style-type: none"> <li>Does the amendment support or give effect to any relevant adopted state policy?</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<p>If the planning scheme includes a Municipal Planning Strategy (MPS) at Clause 02 and the amendment seeks to introduce or amend a local planning policy in the PPF:</p>				

Strategic Consideration		Yes	No	N/A	Comment
	<ul style="list-style-type: none"> <li>Does the new or amended local planning policy:               <ul style="list-style-type: none"> <li>respond to a demonstrated need?</li> <li>implement a strategic direction in the MPS?</li> <li>relate to a specific discretion or group of discretions in the planning scheme?</li> <li>assist the responsible authority to make a decision?</li> <li>(assist any other person to understand whether a proposal is likely to be supported?)</li> </ul> </li> <li>Does the amendment affect any existing local planning policy or tool?</li> <li>Is a local planning policy necessary OR is the issue adequately covered by another planning tool or decision guideline?</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>Does the amendment support or implement the LPPF?</p> <p>*This strategic consideration only applies if the planning scheme includes an LPPF at Clause 20</p>	<ul style="list-style-type: none"> <li>Does the amendment implement or support the MSS?</li> <li>Does the amendment seek to change the objectives or strategies of the MSS? If so, what is the change?</li> <li>What effect will any change to the MSS have on the rest of the MSS:               <ul style="list-style-type: none"> <li>Is the amendment consistent/inconsistent with strategic directions elsewhere in the MSS?</li> <li>Has the cumulative effect of this amendment on the strategic directions in the MSS been considered?</li> </ul> </li> <li>Does the new or amended local planning policy:               <ul style="list-style-type: none"> <li>respond to a demonstrated need?</li> <li>implement an objective or strategy in the MSS?</li> <li>relate to a specific discretion or group of discretions in the scheme?</li> <li>assist the responsible authority to make a decision?</li> <li>assist any other person to understand whether a proposal is likely to be supported?</li> </ul> </li> <li>Does the amendment affect any existing local planning policy or tool?</li> <li>Is a local planning policy necessary OR is the issue covered by another planning tool or decision guideline?</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	



Strategic Consideration		Yes	No	N/A	Comment
<p>Does the amendment support or implement the MPS?</p> <p>*This strategic consideration only applies if the planning scheme includes an MPS at Clause 02</p>	<ul style="list-style-type: none"> <li>How does the amendment seek to implement or support the MPS?</li> <li>Does the amendment seek to change the strategic directions of the MPS? If so, what is the change?</li> <li>What effect will any change to the MPS have on the rest of the MPS? <ul style="list-style-type: none"> <li>Is the amendment consistent/inconsistent with strategic directions elsewhere in the MPS?</li> <li>Is the amendment consistent/inconsistent with strategic directions elsewhere in the MPS?</li> <li>What is the cumulative effect of this amendment on the other directions in the MPS?</li> </ul> </li> </ul>	<input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>	<input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>	<input checked="" type="checkbox"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>	<p>The Amendment correct anomalies in the scheme to ensure its ongoing accuracy.</p>
<p>Does the amendment make proper use of the VPP?</p>	<ul style="list-style-type: none"> <li>Does the amendment use the most appropriate VPP tool to achieve the strategic objective of the scheme?</li> <li>Does the amendment affect, conflict with or duplicate another existing provision in the planning scheme that deals with the same land, use or development?</li> <li>If so, have the provisions been reconciled?</li> <li>Does the control capture matters that do not specifically relate to the purpose or objectives of the control or matters that should not be dealt with under planning?</li> <li>Does the amendment make any existing provision in the planning scheme redundant?</li> <li>Is the amendment consistent with any relevant planning practice note?</li> </ul>	<input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/>	<input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>	<input type="checkbox"/>  <input type="checkbox"/>  <input checked="" type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>	
<p>How does the amendment address the views of any relevant agency?</p>	<ul style="list-style-type: none"> <li>Have the views of any relevant agency been addressed?</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Advice has been sought from the Department of Transport and Planning, the Environment Protection Authority, WorkSafe Victoria, Investment Victoria the Department of Energy, Environment Action to inform the preparation of the amendment. Minor comments were provided by each of the referral authorities, with no objections to the proposed changes.</p>
<p>Does the amendment address the requirements of the <i>Transport Integration Act 2010</i> (TIA)?</p>	<ul style="list-style-type: none"> <li>Is the amendment likely to have a significant impact on the transport system as defined by section 3 of the TIA?</li> </ul> <p>If so, explain how the amendment addresses the transport system objectives and decision-making</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

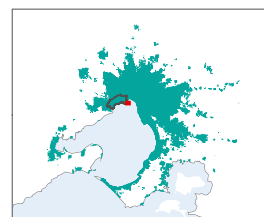


# HOBSONS BAY PLANNING SCHEME - LOCAL PROVISION AMENDMENT C145hbay



## LEGEND

-  D-DDO - Area to be deleted from a Design and Development Overlay
-  Local Government Area



Part of Planning Scheme Map 19DDO

## Disclaimer

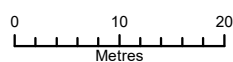
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## Planning Group

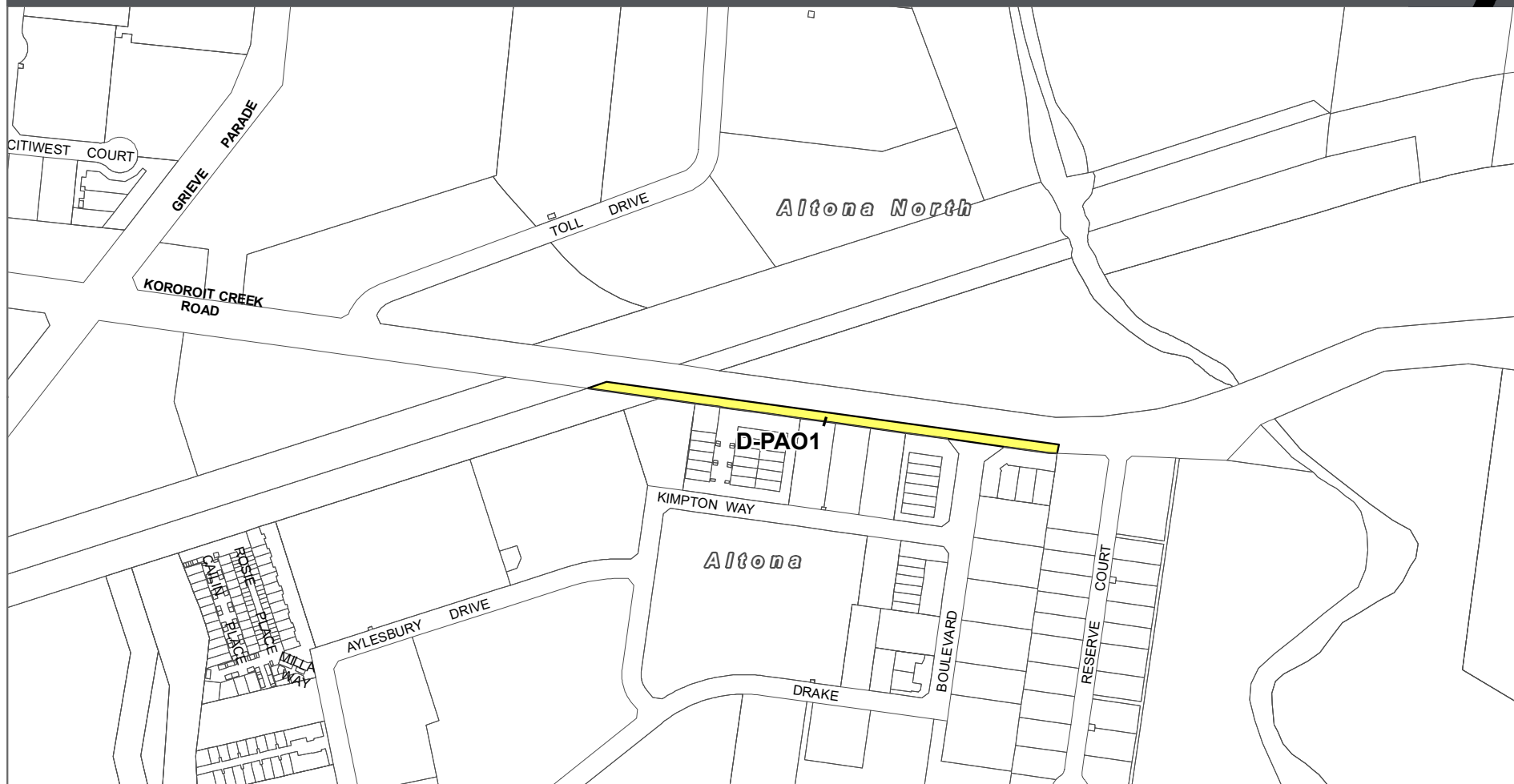
Print Date: 19/12/2024

Amendment Version: 1





# HOBSONS BAY PLANNING SCHEME - LOCAL PROVISION AMENDMENT C145hbay



## LEGEND

- D-PAO - Area to be deleted from a Public Acquisition Overlay
- Local Government Area

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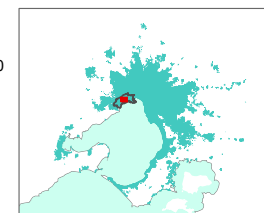


Planning Group  
Print Date: 18/03/2025  
Amendment Version: 1

**VICTORIA**  
State Government

Department of Transport and Planning

Part of Planning Scheme Map 8PAO



## HOBSONS BAY PLANNING SCHEME

09/02/2023  
C114hbay

### SCHEDULE 10 TO CLAUSE 32.08 GENERAL RESIDENTIAL ZONE

Shown on the planning scheme map as **GRZ10**.

#### Precinct 16 West

#### 1.0

09/02/2023  
C114hbay

#### Neighbourhood character objectives

To ensure development on the site is responsive to existing interfaces with established residential areas.

To ensure new development provides visual interest, articulation and positive address to public open space.

To encourage a high quality urban environment with landscaped front gardens accommodating canopy trees.

To ensure development responds to existing industrial areas by incorporating amenity protection measures that display a high level of architectural resolution, even if temporary in nature.

#### 2.0

26/04/2024  
VC252

#### Construction or extension of a dwelling, small second dwelling or residential building - minimum garden area requirement

**Is the construction or extension of a dwelling, small second dwelling or residential building exempt from the minimum garden area requirement?**

Yes

#### 3.0

26/04/2024  
VC252

	Standard	Requirement
Minimum street setback	A3 and B6	None specified
Site coverage	A5 and B8	None specified
Permeability	A6 and B9	None specified
Landscaping	B13	New development should provide at least one canopy tree in the front setback of each lot.
Side and rear setbacks	A10 and B17	None specified
Walls on boundaries	A11 and B18	None specified

#### Requirements of Clause 54 and Clause 55

## HOBSONS BAY PLANNING SCHEME

	Standard	Requirement
Private open space	A17	<p>A dwelling should have an area of secluded private open space at the side or rear of the dwelling or residential building with convenient access from a living room consisting of:</p> <ul style="list-style-type: none"> <li>▪ An area of 12 square metres with a minimum dimension of <u>2.4</u> metres, or</li> <li>▪ A balcony of 8 square metres with a minimum width of 1.6 metres, or</li> <li>▪ A roof-top area of 10 square metres with a minimum width of 2 metres.</li> </ul>
	B28	<p>A dwelling or residential building should have an area of secluded private open space at the side or rear of the dwelling or residential building with convenient access from a living room consisting of:</p> <ul style="list-style-type: none"> <li>▪ An area of 12 square metres with a minimum dimension of 2.4 metres, or</li> <li>▪ A balcony of 8 square metres with a minimum width of 1.6 metres, or</li> <li>▪ A roof-top area of 10 square metres with a minimum width of 2 metres.</li> </ul> <p>The balcony requirements in Clause 55.05-4 do not apply to an apartment development.</p>
Front fence height	A20 and B32	A front fence within 3 metres of a street should not exceed 1.2 metres.

**4.0**  
26/04/2024  
VC252

### Maximum building height requirement for a dwelling, small second dwelling or residential building

None specified

**5.0**  
26/04/2024  
VC252

### Application requirements

An application to use or develop land should be accompanied by the following, as appropriate, to the satisfaction of the Responsible Authority:

- A Town Planning Report that amongst other things includes an assessment of how the planning permit application is generally in accordance with the approved Development Plan.
- A Landscape Plan, detailing existing vegetation; proposed retention and removal of vegetation; new planting / landscape works; and any fencing or acoustic treatments required within the landscape areas of the site.

## HOBSONS BAY PLANNING SCHEME

- A Transport Impact Assessment Report, detailing the existing and proposed transport arrangements taking into account the Access and transport Plan component of the Development Plan, clauses 52.06 and 52.34 and other relevant provisions of the scheme.
- A Sustainability Management Plan, unless the proposal relates to minor buildings and works.
- An Acoustic and Vibration Impact Report, detailing the proposed mitigation measures for the development taking into account the acoustic and vibration impacts component of the Development Plan.
- A Waste Management Plan.
- A report that outlines how the pipelines adjacent to the northern sub-precinct are responded to including details of a Pipeline Risk Assessment with relevant stakeholders.

### 6.0

26/04/2024  
VC252

### Decision guidelines

None specified

**SCHEDULE 2 TO CLAUSE 37.01 SPECIAL USE ZONE**

Shown on the planning scheme map as **SUZ2**.

**PETROLEUM REFINERY AREA****Purpose**

To provide for the operation and modernisation of the petroleum refining industry in a manner that does not affect the safety and amenity of nearby residential areas.

To provide for the orderly and proper development of the area and for adequate landscaping to reduce the visual impact of the refinery.

**Table of uses****Section 1 - Permit not required**

Use	Condition
Automated collection point	Must meet the requirements of Clause 52.13-3 and 52.13-5.  The gross floor area of all buildings must not exceed 50 square metres.
Car park	
Industry (other than Automated collection point)	Must be a petroleum refinery in accordance with Clause 2.0 of this schedule.
Mineral exploration	
Mining	Must meet the requirements of Clause 52.08-2.
Railway	
Search for stone	Must not be costeaning or bulk sampling
Service station	
Any use listed in Clause 62.01	Must meet the requirements of Clause 62.01

**Section 2 - Permit required**

Use	Condition
Mail centre	
Utility installation (other than Minor utility installation)	
Animal keeping Intensive animal husbandry	Must meet the requirements listed in the Code of Practice for the Welfare of Horses

**Section 3 - Prohibited**

Use
Dry cleaner

Laundromat

Rural industry

Any use not in Section 1 or 2

---

## 2.0

10/09/2021  
C126hbay

### Use of land

For the purpose of this schedule a petroleum refinery is defined as an industry using plant, equipment and facilities for the conversion of crude oil and other feed stocks into finished and intermediate petroleum products and by-products. This includes facilities for the receipt of crude oil and other feed stocks, facilities for the storage of crude oils, intermediate and finished products and by-products, pumping, pipeline and distribution facilities, units for the removal and control of impurities and by-products, waste treatment facilities, utilities including steam raising and electrical generating equipment, control rooms, laboratories, research facilities, administration, warehousing, maintenance, training and amenity buildings and facilities and other associated works.

Land may be used as a petroleum refinery provided that the land south of Kororoit Creek Road and to the west of the 3 metre contour (Australian Height Datum) is maintained as a conservation area to the satisfaction of the responsible authority.

The use of the land for a petroleum refinery is exempt from the standard and reduced parking requirements of Clause 52.06 if parking is provided on the site to the satisfaction of the responsible authority.

### Application requirements

The following application requirements apply to an application for a permit to use land under Clause 37.01, in addition to those specified in Clause 37.01 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- The purpose of the use and the types of processes to be utilised.
- The type and quantity of goods to be stored, processed or produced.
- How land not required for immediate use is to be maintained.
- Whether a Works Approval or Waste Discharge Licence is required from the Environment Protection Authority.
- Whether a licence under the Dangerous Goods Act 1985 is required.
- The likely effects, if any, on the neighbourhood, including:
  - Noise levels.
  - Air-borne emissions.
  - Emissions to land or water.
  - Traffic, including the hours of delivery and despatch.
  - Light spill or glare.

### Decision guidelines

The following decision guidelines apply to an application for a permit to use land under Clause 37.01, in addition to those specified in Clause 37.01 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

The Municipal Planning Strategy, the Planning Policy Framework and local planning policies.

## HOBSONS BAY PLANNING SCHEME

- The effect that the use may have on nearby existing or proposed residential areas or other uses which are sensitive to industrial off-site effects, having regard to any comments or directions of the referral authorities.
- The effect that nearby industries may have on the proposed use.
- The drainage of the land.
- The availability of and connection to services.
- The effect of traffic to be generated on roads.
- The interim use of those parts of the land not required for the proposed use.

### 3.0

10/09/2021

C126hbay

## Subdivision

### Exemptions

An application for the subdivision of land is exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the appeal rights of Section 82(1) of the Act. This exemption does not apply to land within 30 metres of land (not a road) which is in a residential zone or ~~Business 5~~ Commercial 1 Zone, land used for a hospital or school or land in a Public Acquisition Overlay to be acquired for a hospital or school.

### Decision guidelines

The following decision guidelines apply to an application for a permit to subdivide land under Clause 37.01, in addition to those Specified in Clause 37.01 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- The Municipal Planning Strategy, the Planning Policy Framework and local planning policies.
  - Any natural or cultural values on or near the land.
- Streetscape character.
- Landscape treatment.
- Interface with non-industrial areas.
- Whether the development would prejudice the continued operation of the petroleum refinery.
- 

### 4.0

10/09/2021

C126hbay

## Buildings and works

### Permit requirement

A permit is required to construct a building or construct or carry out works.

This does not apply to a building or works which:

- Provide or alter plumbing and electrical services.
- Involve the minor rearrangement of car parking areas and landscaping provided that these areas are not diminished.
- Rearrange, alter or renew plant if the areas of plant external to existing buildings is not increased.
- Are a temporary shed or structure, not exceeding 100 square metres in floor area, which is outside driveway, car parking, loading or landscaping areas.

## HOBSONS BAY PLANNING SCHEME

- Any works carried out by a public authority or a municipal council in association with the development of new plant or buildings.
- Comply with a direction or licence under the Dangerous Goods Act 1985 or a Waste Discharge Licence, Works Approval or Pollution Abatement Notice under the Environment Protection Act 1970.

### Application requirements

The following application requirements apply to an application for a permit to construct a building or construct or carry out works under Clause 37.01, in addition to those specified in Clause 37.01 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- A plan drawn to scale which shows:
  - The boundaries and dimensions of the site.
  - Adjoining roads.
  - Relevant ground levels.
  - The layout of existing and proposed buildings and works.
  - Driveways and vehicle parking and loading areas.
  - Proposed landscape areas.
  - External storage and waste treatment areas.
- Elevation drawings to scale which show the colour and materials of all buildings and works.
- Construction details of all drainage works, driveways and vehicle parking and loading areas.
- A landscape layout which includes the description of vegetation to be planted, the surfaces to be constructed, a site works specification and the method of preparing, draining, watering and maintaining the landscape area. The layout is to include landscape buffers along Millers Road and Kororoit Creek Road frontages and all other boundaries of the refinery.
- The type of use and the process to be employed.
- Dust control, drainage and maintenance of areas not required for immediate use.
- The type and quantity of goods to be stored and whether a licence is required under the Dangerous Goods Act 1985.

### Exemptions

An application to construct a building or construct or carry out works is exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the appeal rights of Section 82(1) of the Act. This exemption does not apply to land within 30 metres of land (not a road) which is in a residential zone or ~~Business 5~~ Commercial 1 Zone, land used for a hospital or school or land in a Public Acquisition Overlay to be acquired for a hospital or school.

### Decision guidelines

The following decision guidelines apply to an application for a permit to construct a building or construct or carry out works under Clause 37.01, in addition to those specified in Clause 37.01 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- The Municipal Planning Strategy, the Planning Policy Framework and local planning policies.
-



## HOBSONS BAY PLANNING SCHEME

- The views of the Environment Protection Authority, the Department of Natural Resources and Environment and the Minister administering the Dangerous Goods Act.

The adequacy of information supplied on the type of use and the processes to be employed.

- Drainage of the land
- The views of a relevant waterway management authority constituted under the Water Act 1989 or any other Act about any proposed development within the flood plain of the Kororoit Creek.
- Availability of services.
- Effect of traffic on surrounding roads.
- Layout of the site and design of buildings including methods of minimising the visual impact of the refinery on:
  - nearby residential areas.
  - Kororoit Creek Road.
  - Millers Road.
  - Kororoit Creek.
  - Altona Coastal Park.
  - Cherry Lake.
- Layout of the site and design of buildings including:
  - The relationship of the buildings and works to the street and adjoining properties.
  - The set backs from Millers Road and Kororoit Creek Road.
- Access and egress, car parking, access roads and loading bay layout.

### 5.0

10/09/2021  
C126hbay

### Signs

This zone is in Category 2.

**SCHEDULE 3 TO CLAUSE 37.01 SPECIAL USE ZONE**

Shown on the planning scheme map as **SUZ3**.

**PETROCHEMICAL COMPLEX AREA****Purpose**

To provide for the operation and expansion of the petrochemical industry in a manner that does not affect the safety and amenity of nearby areas.

To provide for the minimisation of exposure to risk to health or life of persons working in or visiting the area.

To provide for the orderly and proper development of the area and for adequate landscaping to reduce the visual impact of the petrochemical complex.

**1.0**14/11/2022  
VC227**Table of uses****Section 1 - Permit not required**

Use	Condition
Automated collection point	Must meet the requirements of Clause 52.13-3 and 52.13-5.  The gross floor area of all buildings must not exceed 50 square metres.
Car park	
Extensive animal husbandry	
Home based business	
Industry (other than Automated collection point )	Must be a petrochemical industry in accordance with Clause 2.0 of this schedule.
Mineral exploration	
Mining	Must meet the requirements of Clause 52.08-2.
Railway	
Search for stone	Must not be costeaning or bulk sampling
Any use listed in Clause 62.01	Must meet the requirements of Clause 62.01

**Section 2 - Permit required**

Use	Condition
Caretaker's house	
Informal outdoor recreation	
Liquid fuel depot	
Manufacturing sales	

Research centre

Utility installation (other than Minor utility installation)

### Section 3 - Prohibited

Use

Dry cleaner

Laundromat

Rural industry

Any use not in Sections 1 or 2.

## 2.0

10/09/2021  
C126hbay

### Use of Land

For the purpose of this schedule, a petrochemical industry is an industry that includes processes for the use, manufacture and storage of:

- Olefins or petrochemical aromatics;
- methane;
- chemicals or products wholly or partially derived from petroleum based feed stocks; or
- other products associated with an industry which existed at the approval date.

The use of the land for a petrochemical industry is exempt from the standard and reduced parking requirements of Clause 52.06 if parking is provided on the site to the satisfaction of the responsible authority.

### Application requirements

The following application requirements apply to an application for a permit to use land under Clause 37.01, in addition to those specified in Clause 37.01 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- The purpose of the use and the types of processes to be utilised.
- The type and quantity of goods to be stored, processed or produced.
- How land not required for immediate use is to be maintained.
- Whether a Works Approval or Waste Discharge Licence is required from the Environment Protection Authority.
- Whether a licence under the Dangerous Goods Act 1985 is required.
- The likely effects on the neighbourhood including:
  - Noise levels.
  - Air-borne emissions.
  - Emissions to land or water.
  - Traffic, including the hours of delivery and despatch.
  - Light spill or glare.

## HOBSONS BAY PLANNING SCHEME

### Decision guidelines

The following decision guidelines apply to an application for a permit to use land under Clause 37.01, in addition to those specified in Clause 37.01 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- The Municipal Planning Strategy, the Planning Policy Framework and local planning policies.
  - The effect that the use may have on nearby existing or proposed residential areas or other uses
- which are sensitive to industrial off-site effects, having regard to any comments or directions of the referral authorities.
- The effect that nearby industries may have on the proposed use.
- The drainage of the land.
- The availability of and connection to services.
- The effect of traffic to be generated on roads.
- The interim use of those parts of the land not required for the proposed use.
- Whether the use would prejudice the continued operation and expansion of the Altona petrochemical industry.
- The views of the Ministers administering the Dangerous Goods Act 1985 and the Occupational Health and Safety Act 1985 about the risk to persons in nearby residential and industrial areas.

### 3.0

10/09/2021  
C126hbay

### Subdivision

#### Exemptions

An application for the subdivision of land is exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the appeal rights of Section 82(1) of the Act. This exemption does not apply to land within 30 metres of land (not a road) which is in a residential zone or ~~Business 5-Commercial 1~~ Zone, land used for a hospital or school or land in a Public Acquisition Overlay to be acquired for a hospital or school.

### Decision guidelines

The following decision guidelines apply to an application for a permit to subdivide land under Clause 37.01, in addition to those specified in Clause 37.01 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- The Municipal Planning Strategy, the Planning Policy Framework and local planning policies.
  - Any natural or cultural values on or near the land.
- Streetscape character.
- Landscape treatment.
- Interface with non-industrial areas.

### 4.0

20/01/2022

VC205

### Buildings and works

#### Permit requirement

A permit is required to construct a building or construct or carry out works.

This does not apply to a building or works which:

## HOBSONS BAY PLANNING SCHEME

- Provide or alter plumbing and electrical services.
- Involve the minor rearrangement of existing car parking areas and landscaping provided that these areas are not diminished.
- Rearrange, alter or renew plant if the areas of plant external to existing buildings is not increased.
- Are a temporary shed or structure, not exceeding 100 square metres in floor area, which is outside driveway, car parking, loading or landscaping areas.
- Any works carried out by a public authority or a municipal council in association with the development of new plant or buildings.
- Comply with a direction or licence under the Dangerous Goods Act 1985 or a Waste Discharge Licence, Works Approval or Pollution Abatement Notice under the Environment Protection Act 1970.
- Are used for extensive animal husbandry or informal outdoor recreation.

Other exemptions are listed in Clause 62.01

### Application requirements

The following application requirements apply to an application for a permit to construct a building or construct or carry out works under Clause 37.01, in addition to those specified in Clause 37.01 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- A plan drawn to scale which shows:
  - The boundaries and dimensions of the site.
  - Adjoining roads.
  - Relevant ground levels.
  - The layout of existing and proposed buildings, and works.
  - Driveways and vehicle parking and loading areas.
  - Proposed landscape areas.
  - External storage and waste treatment areas.
- Elevation drawings to scale which show the colour and materials of all buildings and works.
- Construction details of all drainage works, driveways and vehicle parking and loading areas.
- A landscape layout which includes the description of vegetation to be planted, the surfaces to be constructed, a site works specification and the method of preparing, draining, watering and maintaining the landscape area.

### Layout guidelines

The following guidelines for the layout of buildings, works and landscape areas are to be met to the satisfaction of the responsible authority.

All buildings are to be set back at least:

- 20 metres from a road in a Transport Zone 2.
- 20 metres from a boundary to any Public Acquisition Overlay if the purpose of the acquisition is a road.
- 9 metres from a boundary to any other road.

## HOBSONS BAY PLANNING SCHEME

All works (except vehicle and pedestrian access ways and landscape works) are to be set back at least 9 metres from any road.

Landscape areas are to be provided at least:

- 9 metres wide along a boundary to any road.
- 9 metres wide along a boundary to any Public Acquisition Overlay if the purpose of the acquisition is a road.

Landscape areas are to be provided generally:

- within 30 metres of the Geelong-Melbourne railway (except for areas already developed for works at the approval date).
- within 50 metres of the boundary of the Special Use Zone 4 (except for areas already developed for works at the approval date). within 60 metres of the banks of Cherrys Creek and Kayes
- Drain.

A fence, sign, the accommodation of vehicles, spur lines to railway sidings, road works and associated street furniture, drainage, water oil and gas mains, and electricity and telephone lines may be located in these areas.

### Exemptions

An application to construct a building or construct or carry out works is exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the appeal rights of Section 82(1) of the Act. This exemption does not apply to an application for a building or works within 30 metres of land (not a road) which is in a residential zone or ~~Business 5-Commercial 1~~ Zone, land used for a hospital or school or land in a Public Acquisition Overlay to be acquired for a hospital or school.

### Decision guidelines

The following decision guidelines apply to an application for a permit to construct a building or construct or carry out works under Clause 37.01, in addition to those specified in Clause 37.01 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- The Municipal Planning Strategy, the Planning Policy Framework and local planning policies.
- The purpose of the zone.
- Landscape treatment.
- The visual impact as viewed from nearby residential zones.
- The layout of the site and the design of buildings.
- Parking and site access.
- Loading and service areas.
- Stormwater discharge.
- The views of the Environment Protection Authority
- The views of the Ministers administering the Dangerous Goods Act 1985 and the Occupational Health and Safety Act 1985 about the risk to persons in nearby residential and industrial areas.

## HOBSONS BAY PLANNING SCHEME

- The views of a relevant waterway management authority constituted under the Water Act 1989 or any other Act.
- The adequacy of information supplied on the type of use and the processes to be employed.
- Availability of services.

Effect of traffic on surrounding roads.

### Maintenance

All buildings and works must be maintained in good order and appearance to the satisfaction of the responsible authority.

## 5.0

10/09/2021  
C126hbay

### Signs

This zone is in Category 2.

**SCHEDULE 4 TO CLAUSE 37.01 SPECIAL USE ZONE**

Shown on the planning scheme map as **SUZ4**.

**ALTONA SPECIAL INDUSTRIAL AREA****Purpose**

To provide for a range of industrial uses and services that do not prejudice the operation and expansion of the petrochemical industry.

To provide for the minimisation of exposure to risk to health or life of persons working in or visiting the area.

To provide for manufacturing industry, the storage and distribution of goods and associated uses in a manner which does not affect the safety and amenity of local communities.

To provide for a high standard of building design and landscaping to reflect the prominent location and high visual profile of the land.

**1.0**25/01/2024  
C134hbay**Table of uses****Section 1 - Permit not required**

Use	Condition
<b>Automated collection point</b>	Must meet the requirements of Clause 52.13-3 and 52.13-5. The gross floor area of all buildings must not exceed 50 square metres.
<b>Extensive animal husbandry</b>	
<b>Home based business</b>	
<b>Industry (other than Automated collection point and Materials recycling)</b>	Must not be a purpose listed in the table to Clause 53.10 with no threshold distance specified.  The land must be at least the following distances from land (not a road) which is in a residential zone or Commercial 1 Zone, land used for a hospital or school or land in a Public Acquisition Overlay to be acquired for a hospital or school: <ul style="list-style-type: none"> <li>▪ The air emission buffer, for a purpose listed in the table to Clause 53.10.</li> <li>▪ 30 metres, for a purpose not listed in the table at Clause 53.10.</li> </ul>
<b>Informal outdoor recreation</b>	
<b>Mail centre</b>	
<b>Mineral exploration</b>	
<b>Mining</b>	Must meet the requirements of Clause 52.08-2.
<b>Railway</b>	
<b>Search for stone</b>	Must not be costeaning or bulk sampling.
<b>Service station</b>	The land must be at least 30 metres from land (not a road) which is in a residential zone or Commercial 1 Zone, land used for a hospital or school or land in a Public Acquisition Overlay to be acquired for a hospital or school.
<b>Warehouse (other than Mail centre)</b>	Must not be a purpose listed in the table to Clause 53.10 with no threshold distance specified.



## HOBSONS BAY PLANNING SCHEME

Use	Condition
<b>Tramway</b>	<p>The land must be at least the following distances from land (not a road) which is in a residential zone or Commercial 1 Zone, land used for a hospital or school or land in a Public Acquisition Overlay to be acquired for a hospital or school:</p> <ul style="list-style-type: none"> <li>▪ The air emission buffer, for a purpose listed in the table to Clause 53.10.</li> <li>▪ 30 metres, for a purpose not listed in the table at Clause 53.10.</li> </ul>
<b>Any use listed in Clause 62.01</b>	Must meet the requirements of Clause 62.01.

### Section 2 - Permit required

Use	Condition
<b>Adult sex product shop</b>	
<b>Agriculture</b>	
<b>Caretaker's house</b>	
<b>Convenience shop</b>	
<b>Education centre</b>	Must not be a primary or secondary school.
<b>Equestrian supplies</b>	
<b>Leisure and recreation (other than Informal outdoor recreation)</b>	
<b>Lighting shop</b>	Must be in one occupation with a leasable floor area of at least 500 square metres.
<b>Materials recycling</b>	The land must be at least 30 metres from land (not a road) which is in a residential zone or Commercial 1 Zone, land used for a hospital or school or land in a Public Acquisition Overlay to be acquired for a hospital or school.
<b>Office</b>	The leasable floor area must not exceed 500 square metres.
<b>Party supplies</b>	
<b>Restricted retail premises (other than Equestrian supplies, Lighting shop, and Party supplies)</b>	Must be in one occupation with a leasable floor area of at least 1000 square metres.
<b>Retail premises (other than Shop)</b>	
Use	Condition

## HOBSONS BAY PLANNING SCHEME

### Utility installation (other than Minor utility installation)

Any gas holder, or sewerage or refuse treatment or disposal works, must be at least 30 metres from land (not a road) which is in a residential zone or Commercial 1 Zone, land used for a hospital or school or land in a Public Acquisition Overlay to be acquired for a hospital or school.

### Any other use not in Section 1 or 3

## Section 3 - Prohibited

### Use

#### Accommodation (other than Caretaker's house)

#### Hospital

#### Intensive animal husbandry

#### Shop (other than Adult sex product shop, Convenience shop, and Restricted retail premises)

## 2.0

11/09/2014  
C97

### Use of land

#### Amenity of the neighbourhood

A use must not adversely affect the amenity of the neighbourhood, including through the:

- Transport of materials, goods or commodities to or from the land.
- Appearance of any stored goods or materials.
- Emission of noise, artificial light, vibration, odour, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil.

#### Use of unserviced subdivision, Merton Street

Land bounded by Merton Street, Harcourt Road, Danglow Avenue and Government Road, must not be used or developed for any purpose other than agriculture unless the land:

- is connected to a reticulated water supply, a reticulated sewerage system and a reticulated drainage system to the satisfaction of the responsible authority and the relevant water supply, sewerage and drainage authority; and
- is comprised of a lot of at least two hectares.

#### Application requirements

An application to use land for an industry or warehouse must be accompanied by the following information, as appropriate:

- The purpose of the use and the types of processes to be utilised.
- The type and quantity of goods to be stored, processed or produced.
- How land not required for immediate use is to be maintained
-

## **HOBSONS BAY PLANNING SCHEME**

Whether a Works Approval or Waste Discharge Licence is required from the Environmental Protection Authority

## HOBSONS BAY PLANNING SCHEME

- Whether a licence under the Dangerous Goods Act 1985 is required.
- The likely effects, if any, on the neighbourhood, including:
  - Noise levels.
  - Air-borne emissions.
  - Emissions to land or water.
  - Traffic, including the hours of delivery and despatch.
  - Light spill or glare.

### Decision guidelines

Before deciding on an application to use land, the responsible authority must consider, as appropriate:

- The ~~Planning Policy Framework~~ ~~State Planning Policy Framework and the Local Planning Policy Framework~~, including the Municipal ~~Strategic Statement and local planning policies~~ Planning Strategy.

The effect that the use may have on nearby existing or proposed residential areas or other uses which are sensitive to industrial off-site effects, having regard to any comments or directions of the referral authorities.

- The effect that nearby industries may have on the proposed use.
- The drainage of the land.
- The availability of and connection to services.
- The effect of traffic to be generated on roads.
- The interim use of those parts of the land not required for the proposed use.
- The views of the Ministers administering the Dangerous Goods Act 1985 and the Occupational Health and Safety Act 1985 about the risk to persons in nearby residential and industrial areas.
- Any measures to protect the health and safety of persons on the land or on land nearby.
- Whether the use or development would prejudice the continued operation and expansion of the Altona petrochemical industry.
- The effect on the amenity of any nearby Public Park and Recreation Zones, Public Conservation and Resource Zones, Public Use Zones or Urban Floodway Zones.
- The views of the Department of Energy, Environment and Climate Action or the appropriate land management body ~~Natural Resources and Environment~~ about any proposal to use land immediately adjoining a Public Conservation and Resource Zone containing native grass land.

### Subdivision

### Exemptions

An application is exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the appeal rights of Section 82(1) of the Act. This exemption does not apply to land within 30 metres of land (not a road) which is in a residential zone or Commercial 1 Zone, land used for a hospital or school or land in a Public Acquisition Overlay to be acquired for a hospital or school.

### Decision guidelines

Before deciding on an application to subdivide land, the responsible authority must consider, as appropriate:

## 3.0

25/01/2024  
C134hbay

## HOBSONS BAY PLANNING SCHEME

- The ~~State Planning Policy Framework and the Local~~ Planning Policy Framework, including the Municipal ~~Planning Strategy-Strategic Statement and local planning policies~~.
- Any natural or cultural values on or near the land.
- Streetscape character.
- Landscape treatment.
- Interface with non-industrial areas.
- Whether the development would prejudice the continued operation and expansion of the Altona petrochemical industry.
- The views of the Ministers administering the Dangerous Goods Act 1985 and the Occupational Health and Safety Act 1985 about the risk to persons in nearby residential and industrial areas.
- The protection of the natural features of the area, including grass lands, wetlands and areas of significant habitat on/or adjacent to the area.
- The views of the Department of ~~Energy, Environment and Climate Action or the appropriate land management body Natural Resources and Environment~~ about any proposal to subdivide land immediately adjoining a Public Conservation and Resource Zone containing native grass land.

### 4.0

25/01/2024

C134hbay

### Buildings and works

#### Permit requirement

A permit is required to construct a building or construct or carry out works.

This does not apply to a building or works which:

- Rearrange, alter, renew or maintain plant if the area or height of the plant is not increased.
- Comply with a direction or licence under the Dangerous Goods Act 1985 or a Waste Discharge Licence, Works Approval or Pollution Abatement Notice under the Environment Protection Act 1970.
- Are used for crop raising, extensive animal husbandry or informal outdoor recreation.

#### Maximum site cover and plot ratio requirement

The coverage of buildings on each site must not exceed 60 percent of the site area.

The ratio of floor area to site area must not exceed 0.6:1.

For land with a boundary with a residential zone the coverage of buildings on each site must not exceed 47 percent of the site area and the ratio of floor area to site area must not exceed 0.47:1.

#### Application requirements

An application to construct a building or construct or carry out works must be accompanied by the following information, as appropriate:

- A plan drawn to scale which shows:
  - The boundaries and dimensions of the site.
  - Adjoining roads.
  - Relevant ground levels.
  - The layout of existing and proposed buildings, and works.
  - Driveways and vehicle parking and loading areas.
  - Proposed landscape areas.

## HOBSONS BAY PLANNING SCHEME

- – External storage and waste treatment areas.

Elevation drawings to scale which show the colour and materials of all buildings and works.

- Construction details of all drainage works, driveways and vehicle parking and loading areas.
- A landscape layout which includes the description of vegetation to be planted, the surfaces to be constructed, a site works specification and the method of preparing, draining, watering and maintaining the landscape area.

### Layout guidelines

The following guidelines for the layout of buildings, works and landscape areas are to be met to the satisfaction of the responsible authority.

All buildings are to be set back at least:

- 20 metres from a road in a Transport Zone 2.
- 20 metres from a boundary to any Public Acquisition Overlay if the purpose of the acquisition is a road.
- 20 metres from a boundary to a Public Conservation and Resource Zone containing native grass land.  
The setback may accommodate car parking areas, roads and services provided it is demonstrated that the siting and design of buildings could achieve adequate landscaped screening and minimise overshadowing of the grass land.
- 9 metres from a boundary to any other road.

Landscape areas are to be provided as follows:

- 9 metres wide along a boundary to any road.
- 9 metres wide along a boundary to any Public Acquisition Overlay if the purpose of the acquisition is a road.
- 4 metres wide along the boundary to a Public Conservation and Resource Zone containing native grass land.

This area should be exclusively for landscaping and comprise small shrubs, grasses and ground covers (from the list recommended by the Department of [Energy, Environment and Climate Action or the appropriate land management body](#) ~~Natural Resources and Environment~~ and indigenous to the area) to minimise overshadowing of the grass land.

- within 10 metres of the Geelong-Melbourne railway and the Laverton-Altona railway.
- within 100 metres of the bank of Kororoit Creek.
- within 50 metres of a boundary of the Public Use Zone containing Cherry Lake and the Truganina Swamp.
- within 60 metres of the banks of Cherrys Creek and Kayes Drain the combination of buildings, works and landscaping should complement the watercourses to achieve the net landscape effect appropriate to the site, to the scope of development and to the precinct and to achieve a high quality design result.
- 30 metres wide along the boundary to any residential zone.
- for land with a boundary with a residential zone at least 30 percent of each site is to be developed as a landscape amenity area which may contain car parking areas, spur lines to railway sidings, roads and services provided they are adequately screened from adjoining land.

## HOBSONS BAY PLANNING SCHEME

### Exemptions

An application is exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the appeal rights of Section 82(1) of the Act. This exemption does not apply to an application for a building or works within 30 metres of land (not a road) which is in a residential zone or Commercial 1 Zone, land used for a hospital or school or land in a Public Acquisition Overlay to be acquired for a hospital or school.

### Decision guidelines

Before deciding on an application to construct a building or construct or carry out works, the responsible authority must consider, as appropriate:

- The ~~State Planning Policy Framework and the Local~~ Planning Policy Framework, including the Municipal ~~Strategic Statement and local planning policies~~ Planning Strategy.
- Any natural or cultural values on or near the land.
- Streetscape character.
- Built form.
- Landscape treatment.
- Interface with non-industrial areas.
- Parking and site access.
- Loading and service areas.
- Outdoor storage.
- Lighting.
- Stormwater discharge.
- The impact of surface water run-off on to adjoining land containing native grass land.
- The views of the Ministers administering the Dangerous Goods Act 1985 and the Occupational Health and Safety Act 1985 about the risk to persons in nearby residential and industrial areas.
- Any measures to protect the health and safety of persons on the land or on land nearby.
- Whether the development would prejudice the continued operation and expansion of the Altona petrochemical industry.
- Whether the development presents an attractive landscaped setting particularly in relation to the treatment of street frontages.
- The effect on the amenity of any nearby Public Park and Recreation Zones, Public Conservation and Resource Zones, Public Use Zones or Urban Floodway Zones.
- The views of Melbourne Water Corporation about any proposal for buildings or works within 20 metres of Cherrys Creek or Kayes Drain.
- The views of the Department of Energy, Environment and Climate Action or the appropriate land management body ~~Natural Resources and Environment~~ about any proposal for buildings or works on land immediately adjoining a Public Conservation and Resource Zone containing native grass land.

## Maintenance

All buildings and works must be maintained in good order and appearance to the satisfaction of the responsible authority.

### 5.0

19/01/2006

VC37

## Employee population density guideline

### Permit requirement

Employee density is controlled by reference to the map entitled *Altona Employee Population Density Controls*. For the purpose of this Clause, one employee is equivalent to a person spending 44 hours on the site in any week.

A permit is required for the use of land designated on the map with a PD description unless the minimum floor area per employee as set out opposite that description in the following table is met.

Pd Description	Minimum Floor Area Required Per Employee
PD10	315 m <sup>2</sup>
PD30	105 m <sup>2</sup>
PD60	52 m <sup>2</sup>

A permit is required for the use of land designated on the map with a PD description unless the number of persons employed on the land (calculated on a lot by lot basis) does not exceed that calculated using the ratios in the following table.

Pd Description	Minimum Floor Area Required Per Employee	Maximum Number Of Employees Per Hectare
PD 10	315 m <sup>2</sup>	19
PD 30	105 m <sup>2</sup>	57

### Application requirements

An application to use land under this clause must be accompanied by the following information, as appropriate:

- The number of persons to be employed on the site.
- The purpose of the use and the types of processes to be utilised.
- The type and quantity of goods to be stored, processed or produced.
- How land not required for immediate use is to be maintained.
- Whether a Works Approval or Waste Discharge Licence is required from the Environment Protection Authority.
- Whether a licence under the Dangerous Goods Act 1985 is required.
- The likely effects, if any, on the neighbourhood, including:
  - Noise levels.
  - Air-borne emissions.



## HOBSONS BAY PLANNING SCHEME

- Emissions to land or water.
- Traffic, including the hours of delivery and dispatch.
- Light spill or glare.

### Decision guidelines

Before deciding on an application to use land, the responsible authority must consider, as appropriate:

- The ~~State Planning Policy Framework and the Local~~ Planning Policy Framework, including the Municipal ~~Strategic Statement and local planning policies~~ Planning Strategy.
- The effect that the use may have on nearby existing or proposed residential areas or other uses which are sensitive to industrial off-site effects, having regard to any comments or directions of the referral authorities.
- The effect that nearby industries may have on the proposed use.
- The drainage of the land.
- The availability of and connection to services.
- The effect of traffic to be generated on roads.
- The interim use of those parts of the land not required for the proposed use.
- The views of the Ministers administering the Dangerous Goods Act 1985 and the Occupational Health and Safety Act 1985 about the risk to persons in nearby residential and industrial areas.
- Any measures to protect the health and safety of persons on the land or on land nearby.
- Whether the use or development would prejudice the continued operation and expansion of the Altona petrochemical industry.
- The effect on the amenity of any nearby Public Park and Recreation Zones, Public Conservation and Resource Zones, Public Use Zones or Urban Floodway Zones.

## 6.0

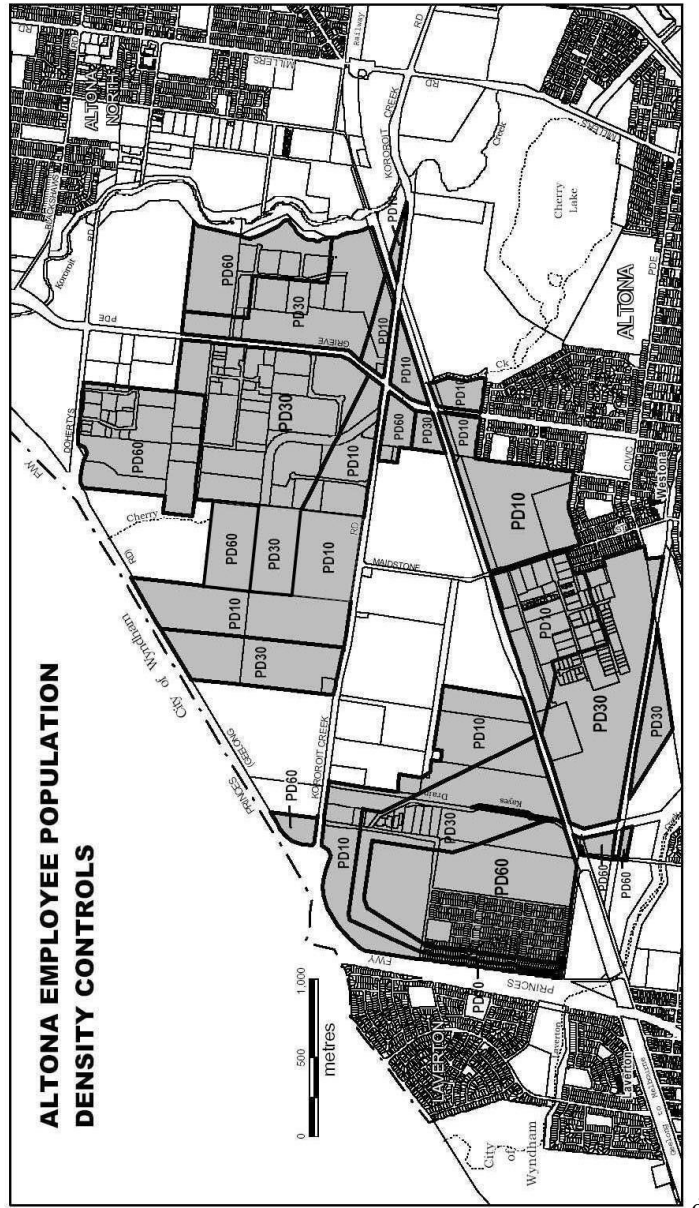
19/01/2006

VC37

### Advertising signs

This zone is in Category 2.

Altona Employee Population Density Controls



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**SCHEDULE 5 TO CLAUSE 37.01 SPECIAL USE ZONE**

Shown on the planning scheme map as **SUZ5**.

**MARINE ENGINEERING AREA****Purpose**

To recognise the importance of the Port of Melbourne and its environs as a focus for major marine industrial development.

To support the special importance of shipbuilding operations and its contribution to State economic development and employment.

To provide for development which protects the amenity, safety and character of nearby areas.

**1.0**01/12/2023  
VC217**Table of uses****Section 1 - Permit not required**

Use	Condition
Automated collection point	Must meet the requirements of Clause 52.13-3 and 52.13-5.  The gross floor area of all buildings must not exceed 50 square metres.
Caretaker's house	
Car park	
Education centre	
Group accommodation	
Industry (other than Automated collection point, Motor repairs and Rural industry)	Must be located on land north of Nelson Place and Nelson Place Extension
Marine engineering	Must be Marine engineering in accordance with the definition included at Clause 2.0
Mineral exploration	
Mining	Must meet the requirements of Clause 52.08-2.
Office (other than Bank)	
Search for stone	Must not be costeaning or bulk sampling
Warehouse (other than Fuel depot or Milk depot)	
Any use listed in Clause 62.01	Must meet the requirements of Clause 62.01

**Section 2 - Permit required**

Use	Condition
Any other use not in Section 1 or 3	

**Section 3 - Prohibited**

Use
Accommodation (other than Group accommodation or Caretaker's house)

## HOBSONS BAY PLANNING SCHEME

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**Animal husbandry**

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**Bank**

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**Cemetery**

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**Crematorium**

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**Extractive industry**

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**Fuel depot**

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**Hospital**

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**Landscape gardening supplies**

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**Market**

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**Milk depot**

---

**Motor repairs**

---

**Motor racing track**

---

**Manufacturing sales**

---

**Motor vehicle, boat, or caravan sales**

---

**Nightclub**

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**Outdoor recreation facility**

---

**Place of worship**

---

**Primary produce sales**

---

**Restaurant**

---

**Rural industry**

**Use**

---

Shop

---

Trade supplies

---

Veterinary centre

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## Definition of terms

For the purpose of this schedule, marine engineering includes ship building, ship repair and maintenance; oil and gas construction; fabrication, electrical and other trades; systems engineering; systems operation; integrated logistics; engineering design; training and education and associated accommodation; research and new technologies; supply and warehousing and ancillary activities.

## Use of land

### Application requirements

The following application requirements apply to an application for a permit to use land under Clause 37.01, in addition to those specified in Clause 37.01 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- The purpose of the use and the types of processes to be utilised.
- The type and quantity of goods to be stored, processed or produced.
- How land not required for immediate use is to be maintained.
- Whether a Works Approval or Waste Discharge Licence is required from the Environment Protection Authority.
- Whether a licence under the Dangerous Goods Act 1985 is required.
- The likely effects, if any, on the neighbourhood, including:
  - Noise levels.
  - Air-borne emissions.
  - Emissions to land or water.
  - Traffic, including the hours of delivery and despatch.
  - Light spill or glare.

### Decision guidelines

The following decision guidelines apply to an application for a permit to use land under Clause 37.01, in addition to those specified in Clause 37.01 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- The Municipal Planning Strategy, the Planning Policy Framework and local planning policies.
  - The effect that the use may have on nearby existing or proposed residential areas or other uses which are sensitive to industrial off-site effects, having regard to any comments or directions of the referral authorities.
- The effect that nearby industries may have on the proposed use.
- The drainage of the land.
- The availability of and connection to services.

## HOBSONS BAY PLANNING SCHEME

- The effect of traffic to be generated on roads.
- The interim use of those parts of the land not required for the proposed use.

### 3.0

10/09/2021

C126hbay

### Subdivision

#### Permit requirement

A permit is required to subdivide land.

The responsible authority may consider the views and comments of the relevant municipal council.

#### Exemptions

An application for the subdivision of land is exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the appeal rights of Section 82(1) of the Act. This exemption does not apply to land within 30 metres of land (not a road) which is in a residential zone or Business 5-Commercial 1 Zone, land used for a hospital or school or land in a Public Acquisition Overlay to be acquired for a hospital or school.

#### Decision guidelines

The following decision guidelines apply to an application for a permit to subdivide land under Clause 37.01, in addition to those specified in Clause 37.01 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- The Municipal Planning Strategy, the Planning Policy Framework and local planning policies.
- Any natural or cultural values on or near the land.
- Streetscape character.
- Landscape treatment.
- Interface with non-industrial areas.
- 

### 4.0

10/09/2021

C126hbay

### Buildings and works

#### 4.1 Physical Framework Plan

A permit is not required for buildings and works which are constructed generally in accordance with a Physical Framework Plan prepared to the satisfaction of the responsible authority.

The Plan may be prepared and approved in stages to the satisfaction of the responsible authority.

Prior to the approval of the Physical Framework Plan, or any stage, the responsible authority may consent to the construction of buildings and works, and signs.

The Physical Framework Plan may be amended to the satisfaction of the responsible authority.

#### Preparation of the Physical Framework Plan

The Physical Framework Plan must show:

## HOBSONS BAY PLANNING SCHEME

- the location of all existing buildings, driveways, carparking and loading
- areas the boundaries and dimensions of the subject land any adjoining roads
- relevant ground levels
- the location, height, dimensions, floor area and elevations, materials and colours of any
- proposed buildings and works details of construction and location of any proposed driveways, carparking and loading areas any proposed landscaping areas any proposed external waste
- storage treatment areas any proposed signs any necessary traffic management, traffic control
- and road works proposed

### 4.2 Development Plan

The responsible authority may consent to the construction of buildings and works which are not generally in accordance with the Physical Framework Plan for uses contained in Section 1 of the Table of Uses to this schedule. No such buildings and works may be constructed until a Development Plan of the proposed buildings and works has been prepared to the satisfaction of the responsible authority.

#### Preparation of a development plan

The Development Plan must include the details required for the Physical Framework Plan and must be accompanied by the following:

- information regarding any noise likely to be generated information
- regarding any additional traffic likely to be generated
- information regarding the extent to which and the reasons why the proposal is not generally in accordance with the Physical Framework Plan.

### 4.3 Decision Guidelines

In considering the Physical Framework Plan or the Development Plan or an application to construct a building or construct and carry out works the responsible authority must consider:

- whether the proposals will adversely effect the amenity of persons living in surrounding residential zones
- whether the buildings and works will be in keeping with the character and appearance of the area the effect of any additional traffic to be generated whether the proposal is in accordance
- with the purpose of the zone any likely effect of noise emissions provision of carparking and
- loading areas
- any design guidelines adopted by the responsible authority.
- When considering the Development Plan or an application to construct a building or construct or carry out works the responsible authority must also consider:
- the extent of departure from the Physical Framework Plan
- the effect of the departure from the Physical Framework
- Plan the degree of impact of the proposal on the surrounding
- area

the views of the relevant municipal council.

The responsible authority may also consider the comments of the Environment Protection Authority, Business Victoria, Heritage Victoria, Department of Natural Resources and Environment, Parks Victoria, the Melbourne Port Corporation and the City of Hobsons Bay.

#### ▪ 4.4 Exempt Buildings and Works

The requirements of Clause 4.1, 4.2, 4.3 of this schedule do not apply to:

the alteration of plumbing, electrical, sewerage, drainage, water, gas, power telecommunications, lighting and security services roadworks and drainage repairs and routine maintenance internal

- buildings works temporary structures and supports required during construction of other
- buildings and works the rearrangement of carparking if the number of vehicle spaces is not
- diminished
- the rearrangement, renewal, repair and maintenance of plant provided that the area of plant
- external to the existing buildings is not increased
- a temporary shed or structure, not exceeding 100 square metres in floor area, which is outside driveway, carparking, loading or landscaping areas
- any works carried out by a public authority or municipal council in association with the development of new plant or buildings
- any buildings or works required to be modified in conformity with license conditions under the Dangerous Goods Act or an Environment Protection Authority License, Works Approval or Pollution Abatement Notice under the Environment Protection Act 1970
- a Minor utility installation any works required to be carried out for
- fire protection site preparation works and decontamination and
- rehabilitation works
- dredging works undertaken by or under the authority of the relevant port authority to maintain navigable depths in existing channels, waterways and harbours to ensure continued access to facilities
- works lawfully undertaken by or on behalf of port authorities for the maintenance or repair or removal of any navigation aids or open framed marine structures
- any other buildings or works of a minor nature with the prior consent of the responsible authority.

#### 5.0

10/09/2021  
C126hbay

#### Signs

This zone is in Category 2.



**SCHEDULE 2 TO CLAUSE 37.02 COMPREHENSIVE DEVELOPMENT ZONE**

Shown on the planning scheme map as **CDZ2**.

**ALTONA NORTH COMPREHENSIVE DEVELOPMENT PLAN****Land**

The land is bordered by Kyle Road, Blackshaws Road, New Street, the West Gate Freeway and Brooklyn Terminal Sub-station, in Altona North and South Kingsville.

**Purpose**

To facilitate the land's transition from an industrial precinct to a mixed use precinct.

To facilitate the orderly development and integration of residential, commercial, retail and a mix of other uses.

To ensure that new sensitive uses do not unreasonably impact on the ongoing operations of industrial uses.

**1.0**01/12/2023  
VC217**Table of uses****Section 1 - Permit not required**

Use	Condition
<b>Accommodation (other than Corrective institution, Camping and caravan park and Residential aged care facility)</b>	Must be no more than 3,000 dwellings in the CDP area. Must be located in the residential area; or Must be at least 7.2 metres (two storeys) above natural ground level at the primary street frontage excepting building entries in the town centre or commercial / mixed use area.
<b>Animal keeping (other than Animal boarding)</b>	Must be no more than five animals.
<b>Automated collection point</b>	Must meet the requirements of Clause 52.13-3 and 52.13-5. The gross floor area of all buildings must not exceed 50 square metres.
<b>Child care centre</b>	Must be located in the local community facility area, town centre area or commercial / mixed use area.
<b>Cinema <del>Education centre</del></b>	Must be located in the town centre or commercial / mixed use area.
<b><u>Education centre</u></b>	<u>Must be located in the town centre or commercial / mixed use area</u>
<b>Exhibition centre</b>	Must be located in the town centre or commercial / mixed use area.
<b>Home based business</b>	
<b>Indoor recreation facility</b>	Must be located in the town centre or commercial / mixed use area. The gross floor area of all buildings must not exceed 500 square metres.
Use	Condition

## HOBSONS BAY PLANNING SCHEME

<b>Informal outdoor recreation</b>	
<b>Office</b>	Must be located in the town centre or commercial / mixed use area.
<b>Place of worship</b>	Must be located in the town centre or commercial / mixed use area.  The gross floor area of all buildings must not exceed 250 square metres.
<b>Residential aged care facility</b>	Must be located more than 450 metres from the South Melbourne to Brooklyn (PL108) gas transmission pipeline or the Altona to Somerton (PL118) fuel pipeline.
<b>Restricted recreation facility</b>	Must be located in in the town centre or commercial / mixed use area.  The gross floor area of all buildings must not exceed 500 square metres.
<b>Retail premises (other than Adult sex product shop, Department store, Gambling premises and Supermarket)</b>	Must be located in the town centre area.
<b>Service industry</b>	Must be located in the town centre or commercial / mixed use area.  The gross floor area of all buildings must not exceed 500 square metres.
<b>Supermarket</b>	Must be located in the town centre area.
<b>Tramway</b>	
<b>Veterinary centre</b>	Must be located in the town centre or commercial / mixed use area.  The gross floor area of all buildings must not exceed 250 square metres.
<b>Any use listed in Clause 62.01</b>	Must meet the requirements of Clause 62.01.

### Section 2 - Permit required

Use	Condition
<b>Emergency services facility</b>	Must be located in the town centre or commercial / mixed use area.  The site must either adjoin, or have access to, a road in a Transport Zone 2 or a Transport Zone 3.
<b>Gambling premises (other than Gaming premises)</b> <b>Hospital</b> <b>Hotel</b>	Must be located in the town centre or commercial / mixed use area.
Use	Condition
<b>Industry (other than Automated collection point , Materials recycling and Refuse disposal)</b>	Must be located in the town centre or commercial / mixed use area.  Must not be a purpose listed in the table to Clause 532.10.

## HOBSONS BAY PLANNING SCHEME

<b>Research centre</b>	Must be located in the town centre or commercial / mixed use area.
<b>Retail premises (other than Adult sex product shop, Convenience shop, Department store, Gaming premises, Supermarket and Take away food premises) — where the section 1 condition is not met</b>	Must be located in the commercial / mixed use area.
<b>Service station</b>	Must be located in the town centre or commercial / mixed use area.  The site must either adjoin, or have access to, a road in a Transport Zone 2 or a Transport Zone 3.  The site must not exceed 3000 square metres.
<b>Tavern</b>	Must be located in the town centre or commercial / mixed use area.
<b>Warehouse</b>	Must be located in the town centre or commercial / mixed use area.  Must not be a purpose listed in the table to Clause 52.10.
<b>Any other use not in Section 1 or 3</b>	

### Section 3 - Prohibited

#### Use

Adult sex product shop

Camping and caravan park

Cemetery

Cinema – if the section 1 condition is not met ~~Corrective Institution~~

Corrective institution

Crematorium

Department store

Exhibition centre – if the section 1 condition is not met

Freeway service centre

Gaming premises

Helicopter landing site

Major sport and recreation facility

Materials recycling

Motor racing track

Nightclub

Recreational boat facility

#### Use

Refuse disposal

Saleyard

Supermarket – if the section 1 condition is not met

Transport terminal

Winery

**2.0**

24/09/2018  
C88

**2.1**

24/09/2018  
C88

**Use of land**

**Requirements**

An application for use of the land must generally be in accordance with the *Altona North Comprehensive Development Plan August 2018*.

All requirements of the *Altona North Comprehensive Development Plan August 2018* must be met.

A use must not detrimentally affect the amenity of the neighbourhood, including through the:

- Transport of materials, goods or commodities to or from the land.
- Appearance of any building, works or materials.
- Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, wastewater, waste products, grit or oil.

**2.2**

25/01/2024

C134hbay

**Application requirements**

The following application requirements apply to an application for a permit under Clause 37.02, in addition to those specified in Clause 37.02 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- The purpose of the use and the types of activities which will be carried out.
- The likely effects of the use, if any, on adjoining land, including noise levels, traffic, the hours of delivery and despatch of goods and materials, hours of operation and light spill, solar access and glare.
- If an industry or warehouse use:
  - The type and quantity of goods to be stored, processed or produced.
  - Whether a Works Approval or Waste Discharge Licence is required from the Environment Protection Authority.
  - Whether notification under the *Occupational Health and Safety (Major Hazard Facilities) Regulations 2000* is required, a licence under the *Dangerous Goods Act 1985* is required, or a fire protection quantity under the *Dangerous Goods (Storage and Handling) Regulations 2000* is exceeded.
- If a dwelling use:
  - The likely effects of the dwellings on the local and regional traffic network;
  - The works, services or facilities required to cater for those effects so that the efficiency and safety of the traffic network is maintained;
  - The proposed method of funding the required works, services or facilities;
  - The availability and capacity of the power, drainage, sewer, water and digital networks;
  - Any necessary upgrades to those networks.
  - The proposed method of funding the upgrade works.
  - A Social Impact Assessment prepared in accordance with *Social Impact Assessment Guidelines: Residential (Hobsons Bay City Council, 2022)*.

## 2.3

24/09/2018  
C88

### Exemption from notice and review

An application for the use of land is exempt from the notice requirements of section 52(1)(a), (b) and (d), the decision requirements of section 64(1), (2) and (3) and the review rights of section 82(1) of the Act, if it is generally in accordance with the *Altona North Comprehensive Development Plan August 2018*.

## 2.4

24/09/2018  
C88

### Decision guidelines

The following decision guidelines apply to an application for a permit under Clause 37.02, in addition to those specified in Clause 37.02 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- The *Altona North Comprehensive Development Plan August 2018*.
- The effect that existing lawful industrial uses may have on the proposed use.
- If an application for an industry or warehouse use, the effect that the use may have on the amenity of the area and the means of addressing any unreasonable impacts.
- If an application for a dwelling use, the capacity of the local and regional traffic networks, local utilities and community facilities to support the proposed number of dwellings.

## 3.0

24/09/2018  
C88

### Subdivision

## 3.1

24/09/2018  
C88

### Requirements

The subdivision of land must generally be in accordance with the *Altona North Comprehensive Development Plan August 2018*.

All requirements of the *Altona North Comprehensive Development Plan August 2018* must be met.

### Provision for affordable housing

Prior to the issue of a Statement of Compliance for any subdivision of land, the owner of the land must enter into an agreement with the Hobsons Bay City Council (Council) under section 173 of the *Planning and Environment Act 1987* for the provision of affordable housing, which must provide for the following:

The land owner must make a contribution towards affordable housing (Affordable Housing Contribution) to the satisfaction of the Council.

For the purposes of the agreement “affordable housing” is to have the same meaning as any definition of that phrase contained within the *Planning and Environment Act 1987*, or any other definition as agreed between the land owner and the Council.

The agreement must include terms which provide for the manner in which the Affordable Housing Contribution is to be made, including when and how the contribution is to be made.

The agreement must provide for the Affordable Housing Contribution that is to be made by the land owner to be determined as follows:

- A number of dwellings equal to 5% of the total dwellings that are constructed on the land rounded down to the nearest whole number, or any lesser number of dwellings as agreed between the parties, must be identified as Affordable Housing Dwellings by the land owner.
- The Affordable Housing Dwellings are to be made available by the land owner for purchase by either the Council or by a Housing Agency which is registered as either a housing association or housing provider under the *Housing Act 1983* (Housing Agency).

## HOBSONS BAY PLANNING SCHEME

- The price at which the Affordable Housing Dwellings are to be made available for purchase to the Council or a Housing Agency must not exceed an amount that is 25% less than the current 12-month median unit price for a two-bedroom unit in Altona North as published by the Real Estate Institute of Victoria as at the date the agreement is made (Offer Price).
- Alternatively, the land owner and the purchaser may agree to a purchase price that is different to the Offer Price for any or all of the Affordable Housing Dwellings.
- If any of the Affordable Housing Dwellings are not purchased by the Council or a Housing Agency then, with respect to any unpurchased Affordable Housing Dwellings, the land owner must instead make to the Council or a Registered Housing Association an Affordable Housing Payment.
- The amount of the Affordable Housing Payment must not be less than an amount equal to the number of Affordable Housing Dwellings that have not been purchased, multiplied by a figure which represents 25% of the current 12-month median unit price for a two bedroom unit in Altona North as published by the Real Estate Institute of Victoria as at the date the agreement is made.

The agreement must also provide that it is open to the parties to reach agreement as to any other, alternative method by which the land owner can make or deliver the Affordable Housing Contribution.

The agreement must also provide that where the parties have agreed on an alternative method by which the Affordable Housing Contribution may be provided, and the land owner makes a contribution that is in accordance with that agreed method, then any obligation of the land owner to make the Affordable Housing Contribution has been fully and finally discharged.

### Compensation for Additional Public Open Space Land

If the land to be subdivided is required by the *Altona North Comprehensive Development Plan August 2018* includes an area or areas of Public Open Space that in total area exceeds the percentage specified as the open space contribution for the land in clause 52.01 (Additional Land):

- The owner must agree to transfer to Hobsons Bay City Council (Council), at no cost, all of the land in the subdivision identified in the *Altona North Comprehensive Development Plan August 2018* as Public Open Space to the Council, including the Additional Land; and
- The Council must agree to pay compensation to the landowner for the Additional Land, at a time and in a manner agreed to by the parties.

If the land to be subdivided is required by the *Altona North Comprehensive Development Plan August 2018* to include an area or areas of Public Open Space that is less than the percentage specified as the open space contribution for the land in clause 52.01:

- The owner must agree to transfer to the Council at no cost all of the land in the subdivision identified in the *Altona North Comprehensive Development Plan August 2018* as Public Open Space to the Council; and
- The owner must agree to pay an amount to the Council that reflects the difference between the amount of actual land being transferred to the Council and the percentage identified as the open space contribution for the land in clause 52.01, at a time and in a manner agreed to by the parties.

### Standard of open space on transfer to municipal council

All public open space must be finished to a standard that satisfies the reasonable requirements of the responsible authority prior to the transfer of the public open space, including:

## HOBSONS BAY PLANNING SCHEME

- Removal of all existing disused structures, foundations, pipelines and stockpiles;
- Clearing of rubbish, environmental weeds and rocks;
- Levelled, topsoiled and grassed with warm climate grass;
- Provision of water tapping, potable, and where available recycled, water connection points;
- Sewer, gas and electricity connection points to land;
- Trees and other plantings;
- Vehicle exclusion devices (fence, bollards or other suitable methods) and maintenance access points;
- Installation of park furniture including barbeques, shelters, rubbish bins, local scale playground equipment, appropriate paving and pedestrian and cycle paths; and
- A certificate of environmental audit for the land in accordance with Part IXD of the *Environment Protection Act 1970* ; or a statement of environmental audit for the land, without onerous ongoing requirements to the satisfaction of the municipal council, in accordance with Part IXD of the *Environment Protection Act 1970* .

### Works to be provided in association with development

Development within the precinct must provide and meet the total cost of delivering the following infrastructure, unless provided for in the *Altona North Development Contributions Plan August 2018* :

- Connector streets and local streets;
- Local bus stop infrastructure where locations are agreed in writing by Public Transport Victoria;
- Landscaping, and where required by the responsible authority, fencing of abutting streets and roads;
- Intersection works and traffic management measures along arterial roads, connector streets, and local streets;
- Local shared, pedestrian and bicycle paths along local roads, connector streets, utilities easements, local streets, waterways and within local parks including bridges, intersections, and barrier crossing points;
- Bicycle parking;
- Appropriately scaled lighting along all roads, major shared and pedestrian paths, and traversing the open space network; and
- Local drainage system and water quality systems.

## 3.2

24/09/2018

C88

### Application requirements

The following application requirements apply to an application for a permit under Clause 37.02, in addition to those specified in Clause 37.02 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- A plan showing the proposed subdivision in the context of *Plan 1 – Future Urban Structure* and any other relevant plan in the *Altona North Comprehensive Development Plan August 2018*.

### Dwelling yield and density

- An assessment of the dwelling yield and density of the residential development proposed in relation to the dwelling yield and density ranges for the sub-precinct in which the land is located, as shown on the *Plan 8 - Dwelling Yield and Density Plan* contained in the *Altona*

## HOBSONS BAY PLANNING SCHEME

- *North Comprehensive Development Plan August 2018*. The assessment should set out how the proposed number of dwellings is contributing to the overall precinct yield of 3,000 dwellings.

A land use budget setting out the proposed land use areas and the number of premises, e.g. dwellings in the plan, including details about how the development yield allowable by the subdivision is contributing to the overall precinct yield of 3,000 dwellings.

### Public Infrastructure Plan

A Public Infrastructure Plan, which must show the location, type, staging and timing of infrastructure on the land as identified in the *Altona North Comprehensive Development Plan August 2018* or as reasonably required as a result of the subdivision of the land and which addresses the following:

- Stormwater drainage and water quality works;
- Road works internal or external to the land consistent with any relevant traffic report or assessment;
- The reserving or encumbrance of land for infrastructure, including for public open space and community facilities;
- Any infrastructure works which an applicant proposes to provide in lieu of development contributions in accordance with the *Altona North Development Contributions Plan August 2018* ;
- The effects of the provision of infrastructure on the land or any other land;
- Any other relevant matter related to the provision of infrastructure reasonably as required by the responsible authority.

### Noise

- Where the land is likely to be detrimentally impacted by noise levels associated with national freight rail line adjoining the north-east corner of the precinct or an existing industrial use, an acoustic assessment prepared by a qualified acoustic engineer or other suitably skilled person. The acoustic assessment must:
  - Provide an assessment of noise levels on the land taking into account the likely noise levels associated with the West Gate Freeway, the West Gate Tunnel, the national freight rail line adjoining the north-east corner of the precinct and existing industrial uses, including the Brooklyn Terminal Sub-station.
  - Include recommendations for noise attenuation measures designed to achieve reasonable internal bedroom noise limits.An application must also be accompanied by a design response that addresses the recommendations of the acoustic assessment and minimises the number of buildings requiring architectural noise attenuation treatments.
- An application for subdivision that includes provision to construct or carry out works for an acoustic wall or other acoustic structure that is not part of a building must also be accompanied by a plan, elevations and other suitable material showing:
  - A visually engaging design avoiding the use of a sheer wall on either side of the structure.
  - Landscaping along the interface area of the structure to soften its visual impact.

### Subdivision near fuel and gas transmission pipelines

- Prior to the commencement of any works related to the subdivision of land, including demolition, on land within 60 metres of South Melbourne to Brooklyn (PL108) gas transmission pipeline or the Altona to Somerton (PL118) fuel pipeline, a construction



## HOBSONS BAY PLANNING SCHEME

- management plan must be submitted to and approved by the responsible authority. The plan must:
  - Prohibit the use of rippers or horizontal directional drills.
  - Set out measures to ensure the protection of the pipelines during construction.
  - Be endorsed by the operator of the gas or fuel transmission pipeline.
  - Include any other relevant matter.

### 3.3

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C88

#### Exemption from notice and review

An application for the subdivision of land is exempt from the notice requirements of section 52(1)(a), (b) and (d), the decision requirements of section 64(1), (2) and (3) and the review rights of section 82(1) of the Act.

This does not apply to an application which proposes to relocate an identified street, public open space or trail as shown on any plan in the *Altona North Comprehensive Development Plan August 2018*, from one lot to another lot in different ownership.

### 3.4

24/09/2018  
C88

#### Decision guidelines

The following decision guidelines apply to an application under Clause 37.02, in addition to those specified in Clause 37.02 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- The *Altona North Comprehensive Development Plan August 2018*.
- Whether the subdivision provides for public roads and if so, how the proposed public roads integrate with the existing and proposed surrounding road network.
- The effect of the subdivision on the redevelopment of the precinct in the long-term.

### 4.0

24/09/2018  
C88

#### Buildings and works

### 4.1

24/09/2018  
C88

#### Permits required

No permit is required to construct a building or construct or carry out works for the following:

- One dwelling on a lot that is greater than 300 square metres in area. This does not apply if the dwelling exceeds any of the discretionary building or façade heights or setbacks in *Table 2 – Land Use and Built Form Outcomes* of the *Altona North Comprehensive Development Plan August 2018*.
- A front fence. This does not apply if the front fence is within 3 metres of a street and associated with one dwelling on:
  - A lot of less than 300 square metres.
  - A lot more than 300 square metres in area on land described as ‘Local Road Frontages’ or ‘Blackshaws Road frontage’ on *Plan 2 – Sub Precincts Plan* in the *Altona North Comprehensive Development Plan August 2018*.
  - The fence exceeds 1.2 metres in height.
- An out-building (other than a garage or carport) on a lot provided the gross floor area of the out-building does not exceed 10 square metres and the maximum building height is not more than 3 metres above ground level.

### 4.2

25/01/2024  
C134hbay

#### Requirements

The following requirements apply to construct a building or carry out works:

## HOBSONS BAY PLANNING SCHEME

- An application for buildings and works must generally be in accordance with the *Altona North Comprehensive Development Plan August 2018*.
- All requirements of the Altona North Comprehensive Development Plan August 2018 must be met.
- A development of one dwelling on a lot must meet the requirements of Clause 54.

A development of more than one dwelling on a lot must meet the requirements of Clause 55. This does not apply to a development of five or more storeys, excluding a basement or an apartment development.

- An application for a residential building or multi-dwelling building within 60 metres of the South Melbourne to Brooklyn (PL108) gas transmission pipeline or the Altona to Somerton (PL118) fuel pipeline must not exceed a height of 10.4 metres (3 storeys).
- Prior to the commencement of any building or works, including demolition, on land within 60 metres of South Melbourne to Brooklyn (PL108) gas transmission pipeline or the Altona to Somerton (PL118) fuel pipeline a construction management plan must be submitted to and approved by the responsible authority. The plan can be amended from time to time and must:
  - Prohibit the use of rippers or horizontal directional drills.
  - Set out measures to ensure the protection of the pipelines during construction.
  - Be endorsed by the operator of the gas or fuel transmission pipeline.
  - Include any other relevant matter.
- A permit must require a construction management plan to, in addition to any other relevant matter, protect and implement the following matters, as relevant:
  - The disused fuel transmission pipeline under Blackshaws Road.
  - The mobile telecommunications tower near the northern boundary of 278 Blackshaws Road and the southern boundary of 40-68 Kyle Road.
  - The elimination, containment and management of weeds on the site.
  - The protection of, and maintenance of access to, the Brooklyn Main Trunk Sewer.

### 4.3

24/09/2018

### Application requirements

c88 The following application requirements apply to an application for a permit under Clause 37.02, in addition to those specified in Clause 37.02 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

#### Dwelling yield and density

- An assessment of the dwelling yield and density of the residential development proposed in relation to the dwelling yield and density ranges for the sub-precinct in which the land is located, as shown on the *Plan 8 - Dwelling Yield and Density Plan* contained in the *Altona North Comprehensive Development Plan August 2018*. The assessment should also set out how the proposed number of dwellings is contributing to the overall precinct yield of 3,000 dwellings.

#### Noise

- An application to construct a building or carry out works for an accommodation use must be accompanied by an acoustic assessment prepared by a qualified acoustic engineer or other suitably skilled person, to the satisfaction of the responsible authority. The acoustic assessment must:

## HOBSONS BAY PLANNING SCHEME

- – Provide an assessment of noise levels on the land taking into account the likely noise levels associated with the West Gate Freeway, the West Gate Tunnel, the national freight rail line adjoining the north-east corner of the precinct and existing industrial uses, including the Brooklyn Terminal Sub-station.

- Include recommendations for noise attenuation measures designed to achieve the reasonable internal bedroom noise limits.

An application must also be accompanied by a design response that addresses the recommendations of the acoustic assessment and minimises the number of buildings requiring architectural noise attenuation treatments.

An application to construct or carry out works for an acoustic wall or other acoustic structure that is not part of a building, must also be accompanied by a plan, elevations and other suitable material showing:

- A visually engaging design, avoiding the use of a sheer wall on either side of the structure.
- Landscaping along the interface area of the structure to soften its visual impact.

### Sustainability

- An application to construct a building must be accompanied by a sustainability management plan, prepared by a suitably qualified professional or other suitably skilled person, that demonstrates:

- Whether during construction of the building best practice environmental management practices will be adopted, including provision for the re-use and recycling of materials and waste.

- Whether the building will be designed to provide an opportunity for reduced energy and resource use by occupants including:

Maximising access to natural ventilation of interior spaces.

Maximising direct daylight access and views to outdoor spaces.

Minimising hard surfaces and maximising landscaped areas in spaces outside the building.

Passive design features to reduce heat gain in summer and maximise heat gain in winter.

Providing for on-site energy production.

Using an appropriate tool for energy and resource use.

### Residential development of four storeys or less

- For a residential development of four storeys or less, the neighbourhood and site description and design response as required in Clause 54 and Clause 55.

### General

- Plans drawn to scale which show:
  - The boundaries and dimensions of the site.
  - Adjoining roads.
  - The location, height and purpose of buildings and works on adjoining land.
  - Relevant ground levels.
  - The layout of existing and proposed buildings and works.
  - All driveway, car parking and loading areas.
  - Proposed landscape areas.
  - All external storage and waste treatment areas.
  - Areas not required for immediate use.

## HOBSONS BAY PLANNING SCHEME

- Elevations drawn to scale that show the design, colour and materials of all buildings and works.  
A landscape layout drawn to scale which includes details of the vegetation to be planted, ground
- surfaces to be constructed, site works specifications and method of preparing, draining, watering and maintaining the landscape area.

### 4.4

24/09/2018

C88

### Decision guidelines

The following decision guidelines apply to an application for a permit under Clause 37.02, in addition to those specified in Clause 37.02 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

*The Altona North Comprehensive Development Plan August 2018 .*

- In town centre and commercial / mixed use areas:
  - The design of buildings and works and whether this is likely to encourage pedestrian activity on adjoining streets.
  - The movement of pedestrians and cyclists, and vehicles providing for supplies, waste removal, emergency services and public transport.
  - The streetscape, including the conservation of buildings, the design of verandahs, access from the street front, protecting active frontages to pedestrian areas, the treatment of the fronts and backs of buildings and their appurtenances, illumination of buildings or their immediate spaces and landscaping of land adjoining a road.
- For the construction and extension of one dwelling on a lot, the objectives, standards and decision guidelines of Clause 54.
- For the construction and extension of two or more dwellings on a lot, dwellings on common property and residential buildings, the objectives, standards and decision guidelines of Clause 55.

### 5.0

24/09/2018  
C88

### Signs

Advertising sign requirements are at Clause 52.05. All land located within the Town centre is in Category 1 and the Commercial / mixed use area is in Category 2. All other land is in Category 3.

24/09/2018  
C881.0  
24/02/2022  
C131hbay**SCHEDULE TO CLAUSE 43.01 HERITAGE OVERLAY****Application requirements**

The following application requirements apply to an application for a permit under Clause 43.01, in addition to those specified in Clause 43.01 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- A report explaining the proposal and how it addresses Clause 15.03-1.
- A report explaining how the proposal responds to the relevant sections of the *Hobsons Bay Heritage Study* (Hobsons Bay City Council, 2017), the *Guidelines for Infill Development in Heritage Areas in Hobsons Bay* (Helen Lardner Conservation & Design, June 2006) and the *Guidelines for Alterations and Additions to Dwellings in Heritage Areas in Hobsons Bay* (Helen Lardner Conservation & Design, June 2006).

2.0  
17/07/2025  
C137hbay**Heritage places**

The requirements of this overlay apply to both the heritage place and its associated land.

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	Heritage Precincts listed alphabetically by name of precinct  note - precincts generally contain a mix of contributory and non-contributory buildings – refer to Citation in Hobsons Bay Heritage Study for details.								
HO1	<i>Cecil Street Heritage Precinct</i> Cecil Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021	Yes	No	Yes street trees only	Yes	No	No	No	No
HO2	<i>Cox's Garden Heritage Precinct</i>	Yes	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	Cox's Garden, Williamstown <b>Heritage Design Guidelines:</b> Cox's Garden Heritage Precinct Heritage Design Guidelines <del>2021</del> 2020								
HO3	<i>Dover Road and John Street Heritage Precinct</i> 33-35 and 36-44 Dover Road and 3-37 and 4-32 John Street, Williamstown Street, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <del>2021</del> 2020	No	No	No	Yes	No	No	No	No
HO4	<i>Electra Street Heritage Precinct</i> Electra Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <del>2021</del> 2020	Yes	No	Yes street trees only	Yes	No	No	No	No
HO5	<i>Esplanade Foreshore Heritage Precinct</i> Esplanade, Williamstown	No	No	Yes	Yes	Yes	No	No	No
HO6	<i>Esplanade Residential Heritage Precinct</i> 4-20 Esplanade, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <del>2021</del> 2020	No	No	No	Yes	No	No	No	No

## HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO7	<p><i>Ferguson Street Civic and Commercial Heritage Precinct</i></p> <p>Ferguson Street (part), Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Ferguson Street Civic and Commercial Heritage Precinct Heritage Design Guidelines <del>2021</del>2020</p>	No	No	No	Yes	No	No	No	No
HO8	<p><i>Government Survey Heritage Precinct</i></p> <p>Aitken Street, Ann Street, Cecil Street, Charles Street, Cole Street, Council Lane, Cropper Place, Electra Street, Esplanade, Ferguson Street, Giffard Street, Hamner Street, Illawarra Street, Jackson Street, Kanowna Street, Lyons Street, Melbourne Road, Morris Street, Nancy Court, Nelson Place, Osborne Street, Panama Street, Parker Street, Parramatta Street, Pasco Street, Perry Street, Railway Crescent, Railway Place, Railway Terrace, Rosseau Street, Smith Street, Thompson Street, Twyford Street, Verdon Street, Vulcan Grove and associated minor streets and lanes, Williamstown</p> <p><b>Incorporated plan:</b></p> <p>Point Gellibrand Coastal Park Master Plan – Revised July 2003</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <del>2021</del>2020</p>	No	No	No	Yes	No	No	No	No
	<i>There is no HO9</i>								
HO10	<p><i>Grindlay's Estate Heritage Precinct</i></p>	No	No	No	Yes	No	No	No	No

## HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	<p>Brown Street, Collingwood Road (part), Douglas Parade (part), Elgin Street, Grindlay Street, Home Road (part), Irving Street, North Road (part), Rupert Street and Tait Street (part), Newport</p> <p><b>Heritage Design Guidelines:</b></p> <p>Newport and Spotswood Residential Heritage Precincts Heritage Design Guidelines <del>2021</del>2020</p>								
HO11	<p><i>Halls Farm Heritage Precinct</i></p> <p>2-52 Collingwood Road, 2-40 Tait Street, 313-353, Douglas Parade, Elphin Street, Farm Street, 48-112 Hall Street, 69-101 High Street, 14-66 and 23-81 Home Road and River Street, Newport</p> <p><b>Heritage Design Guidelines:</b></p> <p>Newport and Spotswood Residential Heritage Precincts Heritage Design Guidelines <del>2021</del>2020</p>	No	No	No	Yes	No	No	No	No
HO12	<p><i>Hanmer Street Heritage Precinct</i></p> <p>Hanmer Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <del>2021</del>2020</p>	Yes	No	Yes street trees only	Yes	No	No	No	No
HO13	<p><i>Hannan's Farm Heritage Precinct</i></p> <p>Castle Street, Collins Street, Esplanade (part), Gellibrand Street (part), Hannan Street, Knight Street, Osborne Street, (part), Swanson Street and Winifred Street in Williamstown</p> <p><b>Heritage Design Guidelines:</b></p>	No	No	No	Yes	No	No	No	No



HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	Hannan's Farm (Ramsgate Estate) and Williamstown Beach Heritage Precincts Heritage Design Guidelines <del>2021</del> <del>2020</del>								
HO14	<i>Hobsons Bay Railways Heritage Precinct</i> Land, buildings, landscaping and infrastructure associated with the Melbourne-Williamstown and Melbourne-Geelong railways	No	No	No	Yes	No	No	No	No
HO15	<i>Housing Commission of Victoria - Champion Road Estate Heritage Precinct</i> Cerberus Crescent, 63-89 Champion Road, Edina Street, Gem Street, and 2-44 Park Crescent, North Williamstown  <b>Heritage Design Guidelines:</b> Housing Commission of Victoria Estates Heritage Precincts Heritage Design Guidelines <del>2021</del> <del>2020</del>	No	No	Yes street trees only	Yes	No	No	No	No
HO16	<i>Housing Commission of Victoria - West Newport Estate Heritage Precinct</i> 16-32 Challis Street, 102-104, 124 and 103-117 Champion Road, 11-29 (south side) Croker Street, 2-28 Fowler Crescent, 134-154 Market Street and 21-23 Melrose Street, Newport.  <b>Heritage Design Guidelines:</b> Housing Commission of Victoria Estates Heritage Precincts Heritage Design Guidelines <del>2021</del> <del>2020</del>	No	No	No	Yes	Yes	No	No	No
HO17	<i>James Street Heritage Precinct</i>	No	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	1-22 James Street, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <del>2021</del> 2020								
HO18	<i>Lenore Crescent Heritage Precinct</i> Lenore Crescent, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <del>2021</del> 2020	No	No	Yes street trees only	Yes	No	No	No	No
HO19	<i>Macquarie Street Heritage Precinct</i> 1-19 and 4-18 Macquarie Street and 80-92 Stevedore Street, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <del>2021</del> 2020	No	No	No	Yes	No	No	No	No
HO20	<i>Melbourne Road Commercial Heritage Precinct</i> 314-344 Melbourne Road and 35 Davies Street, Williamstown <b>Heritage Design Guidelines:</b> Newport Civic and Commercial Heritage Precinct Heritage Design Guidelines <del>2021</del> 2020 Private Survey Heritage Precinct Heritage Design Guidelines <del>2021</del> 2020	No	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO21	<p><i>Nelson Place Heritage Precinct</i></p> <p>1-3 Cole Street, 125-233 Nelson Place and 1 Parker Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">2021<del>2020</del></a></p> <p>Nelson Place Heritage Precinct Heritage Design Guidelines <a href="#">2021<del>2020</del></a></p>	Yes	No	Yes street trees only	Yes	No	No	No	No
HO22	<p><i>Newport Civic and Commercial Heritage Precinct</i></p> <p>Hall Street (part), Mason Street (part) and Melbourne Road (part), 1 Walker Street, Newport</p> <p><b>Heritage Design Guidelines:</b></p> <p>Newport and Spotswood Residential Heritage Precincts Heritage Design Guidelines <a href="#">2021<del>2020</del></a></p> <p>Newport Civic and Commercial Heritage Precinct Heritage Design Guidelines <a href="#">2021<del>2020</del></a></p>	No	No	No	Yes	No	No	No	No
HO23	<p><i>Newport Estate Residential Heritage Precinct</i></p> <p>Agg Street , 15-17 Elizabeth Street, 81-93 Mason Street, 21-37 Mirls Street, 9 and 20-24 Newcastle Street, 4-14 and 1-15 Oxford Street, 5-13 Ross Street, 30-56 and 31-57 Schutt Street, 35-79 and 36-82 Speight Street, 1-23 Steele Street and 19-23 and 24-30 Walker Street, Newport</p> <p><b>Heritage Design Guidelines:</b></p> <p>Newport and Spotswood Residential Heritage Precincts Heritage Design Guidelines <a href="#">2021<del>2020</del></a></p>	No	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO24	<p><i>Pasco Street Heritage Precinct</i></p> <p>Pasco Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <del>2021</del>2020</p>	Yes	No	Yes street trees only	Yes	No	No	No	No
HO25	<p><i>Point Gellibrand Heritage Precinct</i></p> <p>Point Gellibrand Foreshore Area, Williamstown</p> <p><b>Incorporated plan:</b></p> <p>Point Gellibrand Coastal Park Master Plan - Revised July 2003</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <del>2021</del>2020</p>	No	No	Yes	Yes	No	No	No	Yes
HO26	<p><i>Power Street Heritage Precinct</i></p> <p>Power Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Private Survey Heritage Precinct Heritage Design Guidelines <del>2021</del>2020</p>	No	No	Yes street trees only	Yes	No	No	No	No
HO27	<p><i>Private Survey Heritage Precinct</i></p>	No	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	<p>Albert Street, Alfred Place, Alma Terrace, Bath Place, Blucher Terrace, Braw Street, Bronte Court, Bunbury Street, Chandler Street, Clark Street, Clough Street, College Street, Courtis Street, Cox's Garden, Crawford Street, Dalgarno Street, Davies Street, Douch Street, Douglas Parade (part), Dover Road, Downman Street, Effingham Road, Eliza Street, Federal Street, Ferguson Street, Franklin Street, Freyer Street, Goss Terrace, Haslam Street, Hastings Road, Henry Street, Holland Court, Hosking Street, Hotham Street, James Street, Jobson Street, John Street, Latrobe Street, Lenore Crescent, Maclean Street, Macquarie Street, Mariner Street, Melbourne Road (part), Morris Lane, Napier Street, North Road (part), Oakbank Street, Paine Street, Pearson Street, Peel Street, Pentland Street, Power Street, Princes Street, Queen Street, Rennie Street, Richard Street, Roches Terrace, Rosny Place, Russell Place, Ryans Lane, Stanley Street, Station Road, Stevedore Street, Swan Court, The Strand, Thomas Street, Union Street, Waltham Street, Waterloo Street, Wellington Street, White Street, Wilkins Street, Yarra Street and related minor streets and lanes in Newport or Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a></p>								
HO28	<p><i>Railway Crescent Heritage Precinct</i></p> <p>Railway Crescent, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a></p>	Yes	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	Hannan's Farm (Ramsgate Estate) and Williamstown Beach Heritage Precincts Heritage Design Guidelines <a href="#">2020/2021</a>								
HO29	<i>Solomit or Straw Houses Heritage Precinct</i> 169-175 Maidstone Street, Altona	Yes	No	No	Yes	No	No	No	No
HO30	<i>Spotswood Residential Heritage Precinct</i> Bolton Street (part), Craig Street (part), Forrest Street (part), George Street (part), Hope Street (part), Hudsons Road (part), McLister Street (part), Raleigh Street (part), Reed Street (part), Robb Street (part), Robert Street (part) and The Avenue (part) in Spotswood  <b>Statement of Significance:</b> Spotswood Residential Heritage Precinct Statement of Significance (RBA Architects and Conservation Consultants, September 2023)  <b>Heritage Design Guidelines:</b> Newport and Spotswood Residential Heritage Precincts Heritage Design Guidelines <a href="#">2020/2021</a>	No	No	Yes - street trees only	Yes	No	No	No	No
HO31	<i>The Strand Heritage Precinct</i> The Strand, Williamstown and Newport  <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>	No	No	No	Yes	No	No	No	No
HO32	<i>Verdon Street Heritage Precinct</i>	Yes	No	Yes	Yes	No	No	No	No

## HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	Verdon Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>								
HO33	<i>Victoria Street Heritage Precinct</i> Victoria Street, Williamstown <b>Heritage Design Guidelines:</b> Hannan's Farm (Ramsgate Estate) and Williamstown Beach Heritage Precincts Heritage Design Guidelines <a href="#">2020/2021</a>	Yes	No	Yes	Yes	No	No	No	No
HO34	<i>Williamstown Beach Heritage Precinct</i> Esplanade (part), Forster Street, Garden Street, Gellibrand Street (part), Giffard Street (part), Langford Street, Laverton Street, Little Osborne, Osborne Street (part), Railway Crescent (part) and Stewart Streets, Williamstown <b>Heritage Design Guidelines:</b> Hannan's Farm (Ramsgate Estate) and Williamstown Beach Heritage Precincts Heritage Design Guidelines <a href="#">2020/2021</a>	No	No	No	Yes	No	No	No	No
	Heritage Places sorted alphabetically by street name								
HO35	<i>Port Phillip Stevedore Club Hall (former)</i> 25 Aitken Street, Williamstown <b>Heritage Design Guidelines:</b>	No	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>								
HO37	<i>'Heathville'</i> 171 Aitken Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO38	<i>Washingtonia Palm and Cotton Palm Trees</i> rear of 7 Albert Street, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	Yes	Yes	No	No	No	No
HO39	<i>Bluestone House</i> 25 Albert Street, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	Yes	Yes	No	No	No	No
HO40	<i>House</i> 7 Alfred Place, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No



## HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO41	<i>Stone Pitched Road or Paved Yard</i> Altona Road, Altona	No	No	No	Yes	No	No	No	No
HO42	<i>'The Pines' Scout Camp</i> Altona Road, Altona	Yes	No	Yes	Yes	No	No	No	No
HO43	<i>Telegraph Hotel (former)</i> 17 Ann Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021	No	No	No	Yes	No	No	No	No
HO44	<i>Time Ball Tower (also known as Former Point Gellibrand Lighthouse)</i> 6-18 Battery Road, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021	-	-	-	-	-	Yes Ref No H1649	No	No
HO45	<i>Altona Primary School No. 3923 Complex and Trees (poplars and sugar gums)</i> 109 Blyth Street, Altona	No	No	Yes	Yes	No	No	No	No
HO46	<i>AGM Factory Complex (former)</i> 1 (part), 8 (part) and 21 (part) Simcock Avenue, Spotswood <b>Statement of Significance:</b>	No	No	No	Yes	No	No	Yes	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	AGM Factory Complex (Former) Statement of Significance (RBA Architects and Conservation Consultants, September 2023)								
HO47	<i>Shell Oil Complex</i> 39-81 Burleigh Street and Drake Street, Newport	No	No	No	Yes	No	No	No	No
HO48	<i>Six Riveted Oil Tanks (Part Shell Oil Complex)</i> Burleigh Street, Spotswood	No	No	No	Yes	No	No	No	No
HO49	<i>Commonwealth Oil Refinery Company Tank Farm – NP6 and NP7 storage tanks</i> 39-81 Burleigh Street, Spotswood	No	No	No	Yes	No	No	No	No
HO50	<i>House</i> 25 Cecil Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	Yes	No	No	Yes	No	No	No	No
HO51	<i>Victorian Duplex – ‘Flynn House’</i> 31-33 Cecil Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	Yes	No	No	Yes	No	No	No	No
HO52	<i>Victorian Duplex</i> 35-37 Cecil Street, Williamstown	Yes	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

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	<b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021								
HO53	<i>Stags Head Hotel</i> 39 Cecil Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021	Yes	No	No	Yes	No	No	No	No
HO54	<i>House</i> 43 Cecil Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021	Yes	No	No	Yes	No	No	No	No
HO55	<i>House</i> 53 Cecil Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021	Yes	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO56	<p><i>House</i></p> <p>55 Cecil Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	No	No	Yes	No	No	No	No
HO57	<p><i>George Hotel (former)</i></p> <p>82 Cecil Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	No	No	Yes	No	No	No	No
HO58	<p><i>St Andrews Presbyterian Church Complex</i></p> <p>85-89 Cecil Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	Yes	No	Yes	No	No	No	No
HO59	<p><i>Robertson Reserve Dutch Elms (former Market Reserve)</i></p> <p>105 Cecil Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	No	No	Yes	Yes	No	No	No	No
HO60	<p><i>Williamstown Primary School No.1183</i></p> <p>111-119 Cecil Street, Williamstown</p>	-	-	-	-	-	Yes	No	No

HOBSONS BAY PLANNING SCHEME

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	<b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>						Ref No H1639		
HO61	<i>St Mary's Roman Catholic Church Complex</i> 116 Cecil Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	Yes	Yes	No	Yes	No	No	No	No
HO62	<i>Morgan's Houses</i> 135-137 Cecil Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	Yes	No	No	Yes	No	No	No	No
HO63	<i>House</i> 160 Cecil Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	Yes	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO64	<p><i>House</i></p> <p>185 Cecil Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <del>2020</del>2021</p>	Yes	No	No	Yes	No	No	No	No
HO65	<p><i>Newport Railway Workshops (former)</i></p> <p>2-78 Champion Road, Newport</p>	-	-	-	Yes	-	Yes Ref No H1000	No	No
HO66	<p><i>Quarryman's House - ' Clifton '</i></p> <p>13 Champion Road, Williamstown North</p>	No	No	No	Yes	No	No	Yes	No
HO67	<p><i>Newport Railway Workshops Manager's Residence (former)</i></p> <p>57 Champion Road, Williamstown North</p>	-	-	-	Yes	-	Yes Ref No H1839	No	No
HO68	<p><i>Newport Railway Workshops Deputy Manager's Residence (former)</i></p> <p>59 Champion Road and 1C Park Crescent, Williamstown North</p>	-	-	-	Yes	-	Yes Ref No H1840	No	No
HO69	<p><i>Williamstown Cemetery</i></p> <p>89 Champion Road, Williamstown North</p>	-	-	-	Yes	-	Yes Ref No H1837	No	No

HOBSONS BAY PLANNING SCHEME

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HO70	<i>Altona Civic Offices Council Chambers (former)</i> 115 Civic Parade, Altona	Yes	Yes	No	Yes	No	No	No	No
HO71	House and Garden 176 Civic Parade, Altona	No	No	Yes	Yes	No	No	Yes	No
HO72	<i>House</i> 24 Clark Street, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021	No	No	No	Yes	No	No	No	No
HO73	<i>Steam Packet Hotel</i> 13 Cole Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021	No	No	No	Yes	No	No	No	No
HO74	<i>House</i> 52 Cole Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021	No	No	No	Yes	No	No	No	No
HO75	<i>Row Houses</i> 73-75 Cole Street, Williamstown	No	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	<b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>								
HO76	<i>Caledonian Inn (former)</i> 77 Cole Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>	No	No	No	Yes	No	No	No	No
HO77	<i>Cox's Garden Cottage</i> 11 Cox's Garden, Williamstown <b>Heritage Design Guidelines:</b> Cox's Garden Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>	-	-	-	Yes	-	Yes Ref No H487	No	No
HO78	<i>St. Helliers</i> 12 Cox's Garden, Williamstown <b>Heritage Design Guidelines:</b> Cox's Garden Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>	-	-	-	Yes	-	Yes Ref No H560	No	No
HO79	<i>Terrace Row</i> 10-16 Davies Street, Newport	No	No	No	Yes	No	No	No	No



HOBSONS BAY PLANNING SCHEME

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	<b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021								
HO80	<i>United Friendly Society (UFS) Dispensary (former)</i> 35 Davies Street, Newport <b>Heritage Design Guidelines:</b> Newport Civic and Commercial Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021	No	No	No	Yes	No	No	No	No
HO81	<i>Newport Power Station Gatehouse (former) and Canary Island Palms</i> Douglas Parade, Newport	No	No	Yes	Yes	No	No	Yes	No
HO82	<i>MMBW Spotswood Pumping Station (also known as Sewerage Pumping Station and Scienceworks)</i> 2 Booker Street, Spotswood	-	-	-	Yes	-	Yes Ref No H1555	No	No
HO83	<i>Nelson Bros Funeral Parlour Complex (former)</i> 37-43 Douglas Parade, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021	No	No	No	Yes	No	No	No	No
HO84	<i>Victoria Inn</i> 65 Douglas Parade, Williamstown <b>Heritage Design Guidelines:</b>	Yes	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

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	Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>								
HO85	<i>Terrace</i> 95-99 Douglas Parade, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO86	Shops and Residence (former) 121-123 Douglas Parade, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO87	<i>Prince Albert Hotel</i> 147-149 Douglas Parade, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	-	-	-	Yes	-	Yes Ref No H1793	No	No
HO88	<i>House</i> 199 Douglas Parade, Newport <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No

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PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO89	<i>BP Australia Complex and Canary Island Palm Tree</i> 431 Douglas Parade, Spotswood	No	No	Yes	Yes	No	No	Yes	No
HO90	<i>'Waverley'</i> 116 Dover Road, Newport <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>	No	No	No	Yes	No	No	No	No
HO91	<i>House</i> 118 Dover Road, Newport <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>	No	No	No	Yes	No	No	No	No
	<i>There is no HO92</i>								
HO93	<i>Morning Star Hotel</i> 3 Electra Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>	Yes	No	No	Yes	No	No	No	No
HO94	<i>Williamstown Mechanics Institute Complex</i> 9-17 Electra Street, Williamstown <b>Heritage Design Guidelines:</b>	Yes	Yes	No	Yes	No	No	No	No

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	Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>								
HO95	<p><i>House</i></p> <p>12 Electra Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	No	No	Yes	No	No	No	No
HO96	<p><i>Excelsior Lodge of Industry Masonic Temple</i></p> <p>21-25 Electra Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	Yes	No	Yes	No	No	No	No
HO97	<p><i>House</i></p> <p>22 Electra Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	No	No	Yes	No	No	No	No
HO98	<p><i>Wesleyan Methodist Manse and Kindergarten (former)</i></p> <p>34 Electra Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	Yes	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO99	<p><i>Wesleyan Methodist Church (former)</i></p> <p>36 Electra Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	Yes	No	Yes	No	No	No	No
HO100	<p><i>House</i></p> <p>54 Electra Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	No	No	Yes	No	No	No	No
HO101	<p><i>House</i></p> <p>62 Electra Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	No	No	Yes	No	No	No	No
HO102	<p><i>House and Black Achan (Pippin) Pear Tree</i></p> <p>64 Electra Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	No	Yes	Yes	No	No	No	No
HO103	<p><i>House</i></p> <p>65 Electra Street, Williamstown</p>	Yes	No	No	Yes	No	No	No	No

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	<b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021								
HO104	<i>Quarryman's House</i> 15 Elizabeth Street, Newport <b>Heritage Design Guidelines:</b> Newport and Spotswood Residential Heritage Precincts Heritage Design Guidelines <del>2020</del> 2021	No	No	No	Yes	No	No	No	No
HO105	<i>Quarryman's House</i> 17 Elizabeth Street, Newport <b>Heritage Design Guidelines:</b> Newport and Spotswood Residential Heritage Precincts Heritage Design Guidelines <del>2020</del> 2021	No	No	No	Yes	No	No	No	No
HO106	<i>Williamstown Dressing Pavilion (former)</i> 26 Esplanade, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021	-	-	-	Yes	-	Yes Ref No H927	No	No
HO107	<i>House and Fence</i> 11 Esplanade, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021	No	No	No	Yes	Yes	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO108	<i>Attached Houses</i> 12-13 Esplanade, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO109	<i>'Ellersie'</i> 14 Esplanade, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO110	<i>Sisters of St. Joseph Convent</i> 16 Esplanade, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO111	<i>House</i> 18 Esplanade, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO112	<i>House</i> 19 Esplanade, Williamstown	No	No	No	Yes	No	No	No	No

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	<b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>								
HO113	<i>Sturgess House</i> 23 Esplanade, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>	No	No	No	Yes	No	No	No	No
HO114	<i>Fearon Reserve</i> 27 Esplanade, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a> Hannan's Farm (Ramsgate Estate) and Williamstown Beach Heritage Precincts Heritage Design Guidelines <a href="#">2020/2021</a>	No	No	Yes	Yes	No	No	No	No
HO115	<i>'Berean'</i> 89 Esplanade, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a> Hannan's Farm (Ramsgate Estate) and Williamstown Beach Heritage Precincts Heritage Design Guidelines <a href="#">2020/2021</a>	No	No	No	Yes	No	No	No	No



HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO116	<p><i>'Lawn House' (former)</i></p> <p>92 Esplanade, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p> <p>Hannan's Farm (Ramsgate Estate) and Williamstown Beach Heritage Precincts Heritage Design Guidelines <a href="#">20202021</a></p>	No	No	No	Yes	No	No	No	No
HO117	<p><i>Hose</i></p> <p>93 Esplanade, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p> <p>Hannan's Farm (Ramsgate Estate) and Williamstown Beach Heritage Precincts Heritage Design Guidelines <a href="#">20202021</a></p>	No	No	No	Yes	No	No	No	No
HO118	<p>Apartments</p> <p>104 Esplanade, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	No	No	No	Yes	No	No	No	No
HO119	<p><i>'Brittanica'</i></p> <p>2 Ferguson Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p>	No	No	No	Yes	No	No	No	No

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	Ferguson Street Civic and Commercial Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>								
HO120	<i>House</i> 4 Ferguson Street, Williamstown <b>Heritage Design Guidelines:</b> Ferguson Street Civic and Commercial Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO121	<i>Rose of Australia Hotel</i> 50-54 Ferguson Street, Williamstown <b>Heritage Design Guidelines:</b> Ferguson Street Civic and Commercial Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO122	<i>Melbourne Savings Bank (former)</i> 56-58 Ferguson Street, Williamstown <b>Heritage Design Guidelines:</b> Ferguson Street Civic and Commercial Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO123	<i>Punshon's Federal Stores (former)</i> 82-84 Ferguson Street, Williamstown <b>Heritage Design Guidelines:</b>	No	No	No	Yes	No	No	No	No

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	Ferguson Street Civic and Commercial Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>								
HO124	<i>City of Williamstown Municipal Offices and Town Hall (former) and Drinking Fountain</i> 104-112 Ferguson Street, Williamstown <b>Heritage Design Guidelines:</b> Ferguson Street Civic and Commercial Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	Yes	Yes	No	Yes	No	No	No	No
HO125	<i>'Braemar'</i> 182 Ferguson Street, Williamstown <b>Heritage Design Guidelines:</b> Ferguson Street Civic and Commercial Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	Yes	No	No	Yes	No	No	No	No
HO126	<i>Bristol Hotel</i> 190 Ferguson Street, Williamstown <b>Heritage Design Guidelines:</b> Ferguson Street Civic and Commercial Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	Yes	No	No	Yes	No	No	No	No
HO127	<i>Row Houses</i> 6-8 Florence Street, Williamstown North	No	No	Yes	Yes	No	No	Yes	No

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HO128	<i>Washingtonia Palm Tree Row</i> 8 Florence Street, Williamstown North	No	No	Yes	Yes	No	No	No	No
HO129	<i>House</i> 1 Forster Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021 Hannan's Farm (Ramsgate Estate) and Williamstown Beach Heritage Precincts Heritage Design Guidelines <del>2020</del> 2021	No	No	No	Yes	No	No	No	No
HO130	<i>Vacuum Oil Company Ltd Depot (former)</i> 29 Francis Street, Yarraville	No	No	Yes	Yes	No	No	Yes	No
HO131	<i>House</i> 1 Freyer Street, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021	Yes	No	No	Yes	Yes	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO132	<p><i>Williamstown Italian Social Club</i></p> <p>30 Garden Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Hannan's Farm (Ramsgate Estate) and Williamstown Beach Heritage Precincts Heritage Design Guidelines <a href="#">2020/2021</a></p>	No	No	No	Yes	No	No	No	No
HO133	<p><i>House and Fence</i></p> <p>4 Grindlay Street, Newport</p> <p><b>Heritage Design Guidelines:</b></p> <p>Newport and Spotswood Residential Heritage Precincts Heritage Design Guidelines <a href="#">2020/2021</a></p>	No	No	No	Yes	Yes	No	No	No
HO134	<p><i>Spotswood Railway Station Complex</i></p> <p>Hall Street and Hope Street, Spotswood</p> <p><b>Heritage Design Guidelines:</b></p> <p>Newport and Spotswood Residential Heritage Precincts Heritage Design Guidelines <a href="#">2020/2021</a></p>	Yes	Yes	No	Yes	No	No	No	No
HO135	<p><i>Spotwood Railway Signal Box</i></p> <p>Junction of Hall Street, Hope Street and Hudson Road, Spotswood</p>	Yes	Yes	No	Yes	No	No	No	No
HO136	<p><i>Newport Railway Station Complex,</i></p> <p>Pepper and Lily Trees</p> <p>Hall Street and Melbourne Road, Newport</p> <p><b>Heritage Design Guidelines:</b></p>	Yes	Yes	No	Yes	No	No	No	No

## HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	Newport and Spotswood Residential Heritage Precincts Heritage Design Guidelines <del>2020</del> 2021								
HO137	<i>Newport Commercial Bank (former)</i> 1 Hall Street, Newport <b>Heritage Design Guidelines:</b> Newport and Spotswood Residential Heritage Precincts Heritage Design Guidelines <del>2020</del> 2021	No	No	No	Yes	No	No	No	No
HO138	<i>Junction Hotel</i> 15 Hall Street, Newport <b>Heritage Design Guidelines:</b> Newport and Spotswood Residential Heritage Precincts Heritage Design Guidelines <del>2020</del> 2021	No	No	No	Yes	No	No	No	No
HO139	<i>W. Goetz &amp; Sons Ltd Complex (former)</i> 136-140 Hall Street, Newport	No	No	No	Yes	No	No	Yes	No
HO140	<i>Bickford, Smith and Co. Explosives Factory (former)</i> 144-150 Hall Street, Spotswood	No	No	No	Yes	No	No	No	No
HO141	<i>'Alloa'</i> 168 Hall Street, Spotswood	Yes	No	Yes	Yes	No	No	No	No
HO142	<i>House and Soap Factory (former)</i> 184 Hall Street, Spotswood	No	No	Yes	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	<i>There is no HO143</i>								
HO144	<i>Williamstown Railway Station Complex</i> 17 Hanmer Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	-	-	-	Yes	-	Yes Ref No H1599	No	No
HO145	<i>House</i> 6 Hanmer Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	Yes	No	Yes	Yes	No	No	No	No
HO146	<i>Terminus Hotel (former)</i> 40 Hanmer Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	Yes	No	No	Yes	No	No	No	No
HO147	<i>House</i> 46 Hanmer Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	Yes	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO148	<p><i>House</i></p> <p>28 Home Road, Newport</p> <p><b>Heritage Design Guidelines:</b></p> <p>Newport and Spotswood Residential Heritage Precincts Heritage Design Guidelines <a href="#">20202021</a></p>	No	No	No	Yes	No	No	No	No
HO149	<p><i>Home Road Kindergarten</i></p> <p>48-50 Home Road, Newport</p> <p><b>Heritage Design Guidelines:</b></p> <p>Newport and Spotswood Residential Heritage Precincts Heritage Design Guidelines <a href="#">20202021</a></p>	No	No	No	Yes	No	No	No	No
HO150	<p><i>State Savings Bank House</i></p> <p>56 Home Road, Newport</p> <p><b>Heritage Design Guidelines:</b></p> <p>Newport and Spotswood Residential Heritage Precincts Heritage Design Guidelines <a href="#">20202021</a></p>	No	No	No	Yes	No	No	No	No
HO151	<p><i>Houses</i></p> <p>1-3 Hope Street, Spotswood</p> <p><b>Heritage Design Guidelines:</b></p> <p>Newport and Spotswood Residential Heritage Precincts Heritage Design Guidelines <a href="#">20202021</a></p>	No	No	No	Yes	No	No	No	No
HO152	<p><i>Afon Ros Cottage and House</i></p> <p>5-7 Hope Street, Spotswood</p>	No	No	No	Yes	No	No	No	No



HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	<b>Heritage Design Guidelines:</b> Newport and Spotswood Residential Heritage Precincts Heritage Design Guidelines <a href="#">2020/2021</a>								
HO154	<i>Spottiswoode Hotel</i> 62 Hudsons Road, Spotswood	Yes	No	No	Yes	No	No	No	No
HO155	<i>Spotswood State Savings Bank (former)</i> 96 Hudsons Road, Spotswood	No	No	No	Yes	No	No	No	No
HO156	<i>House</i> 11 James Street, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>	No	No	No	Yes	No	No	No	No
HO157	<i>House</i> 22 James Street, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>	No	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO158	<p><i>House</i></p> <p>3 John Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	No	No	No	Yes	No	No	No	No
HO159	<p><i>Shop (former) and Residence</i></p> <p>55 John Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	No	No	No	Yes	No	No	No	No
HO160	<p><i>Primitive Methodist Church (former)</i></p> <p>59-61 John Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	No	No	No	Yes	No	No	No	No
HO161	<p><i>House</i></p> <p>8 Junction Street, Newport</p>	Yes	No	No	Yes	No	No	No	No
HO162	<p><i>Britannia Hotel</i></p> <p>14 Kanowna Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	No	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO163	<p><i>'Omega'</i></p> <p>48 Kanowna Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	No	No	No	Yes	No	No	No	No
HO164	<p><i>Laverton State School No. 2857 (former)</i></p> <p>43 Kiora Street, Altona Meadows</p>	Yes	No	No	Yes	No	No	Yes	No
HO165	<p><i>Merrett Rifle Range Pavilion (former)</i></p> <p>81 Kororoit Creek Road, Williamstown</p>	No	No	No	Yes	No	No	No	No
HO167	<p><i>House</i></p> <p>16 Latrobe Street, Newport</p> <p><b>Heritage Design Guidelines:</b></p> <p>Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	No	Yes	Yes	Yes	No	No	No
HO168	<p><i>Dennis ( Lyons Street ) Reserve and Coronation Lamp</i></p> <p>Lyons Street and Melbourne Road, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	Yes – lamp only	No	Yes	Yes	No	No	No	No
HO169	<p><i>Presbyterian Manse (former)</i></p>	-	-	-	Yes	-	Yes	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	27 Lyons Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>						Ref No H229		
HO170	<i>'Rheola'</i> 28 Lyons Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO171	<i>House</i> 9 Maclean Street, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO172	<i>House</i> 3 Macquarie Street, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO173	<i>Newport Lakes and Trees (former Newport Quarry)</i> entrance Margaret Street, Newport	No	No	Yes	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO174	<p><i>House</i></p> <p>19 Mariner Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	No	No	No	Yes	No	No	No	No
HO175	<p><i>Victorian Railways Type A Electricity substation (former)</i></p> <p>1 Market Street, Newport</p> <p><b>Heritage Design Guidelines:</b></p> <p>Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	No	Yes	No	Yes	No	No	No	No
HO176	<p><i>Newport World War 1 Memorial</i></p> <p>Mason Street, Newport</p> <p><b>Heritage Design Guidelines:</b></p> <p>Newport Civic and Commercial Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	No	No	No	Yes	No	No	No	No
HO177	<p><i>Newport Hotel (former)</i></p> <p>1 Mason Street, Newport</p> <p><b>Heritage Design Guidelines:</b></p> <p>Newport Civic and Commercial Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	No	No	Yes	No	No	No	No
HO178	<p><i>Newport Mechanics' Institute (former)</i></p> <p>13 Mason Street, Newport</p>	Yes	Yes	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	<b>Heritage Design Guidelines:</b> Newport Civic and Commercial Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>								
HO179	<i>Shop and Residence</i> 15-17 Mason Street, Newport <b>Heritage Design Guidelines:</b> Newport Civic and Commercial Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO180	<i>Newport Baptist Church Complex</i> 24-26 Mason Street, Newport <b>Heritage Design Guidelines:</b> Newport Civic and Commercial Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	Yes	Yes - church only	No	Yes	No	No	No	No
HO181	<i>House</i> 35 Mason Street, Newport	No	No	No	Yes	No	No	No	No
HO182	<i>Christ Church Complex</i> 59-61 Mason Street, Newport	No	No	No	Yes	No	No	No	No
HO183	<i>'St Arnaud'</i> 65 Mason Street, Newport	Yes	No	No	Yes	No	No	No	No
HO184	<i>House</i> 85 Mason Street, Newport	Yes	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	<b>Heritage Design Guidelines:</b> Newport Civic and Commercial Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021								
HO185	<i>Victorian Railways Stores Branch Complex and Trees</i> McLister Street, Spotswood	No	No	Yes	Yes	No	No	Yes	No
HO186	<i>WC Thomas &amp; Sons Flour Mill (former)</i> 1 McRobert Street, Newport	No	No	No	Yes	No	No	Yes	No
HO187	<i>Chusan or Chinese Fan Palm Trees</i> 33 Melbourne Road, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021	No	No	Yes	Yes	No	No	No	No
HO188	<i>House</i> 89 Melbourne Road, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021	No	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO189	<p><i>House</i></p> <p>110 Melbourne Road, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Private Survey Heritage Precinct Heritage Design Guidelines <del>2020</del>2021</p>	No	No	No	Yes	No	No	No	No
HO190	<p><i>'Cloverley'</i></p> <p>149 Melbourne Road, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Private Survey Heritage Precinct Heritage Design Guidelines <del>2020</del>2021</p>	No	No	No	Yes	No	No	No	No
HO191	<p><i>St. Stephen's Manse</i></p> <p>177 Melbourne Road, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Private Survey Heritage Precinct Heritage Design Guidelines <del>2020</del>2021</p>	No	No	No	Yes	No	No	No	No
	<i>There is no HO192</i>								
HO193	<p><i>House and Kauri Pine Tree</i></p> <p>242-244 Melbourne Road, Newport</p> <p><b>Heritage Design Guidelines:</b></p> <p>Private Survey Heritage Precinct Heritage Design Guidelines <del>2020</del>2021</p>	No	No	Yes	Yes	No	No	No	No



HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO194	<i>Houses</i> 272-274 Melbourne Road, Newport <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO195	<i>Houses</i> 278 and 280 Melbourne Road, Newport <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	Yes	No	No	Yes	No	No	No	No
HO196	<i>Shop and Dwelling</i> 300-302 Melbourne Road, Newport <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO197	<i>Masonic Temple No. 5925</i> 405 Melbourne Road, Newport <b>Heritage Design Guidelines:</b> Newport Civic and Commercial Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	Yes	Yes	No	Yes	No	No	No	No
HO198	<i>House</i> 471 Melbourne Road, Newport	Yes	No	No	Yes	No	No	No	No

**HOBSONS BAY PLANNING SCHEME**

<b>PS map ref</b>	<b>Heritage place</b>	<b>External paint controls apply?</b>	<b>Internal alteration controls apply?</b>	<b>Tree controls apply?</b>	<b>Solar energy system controls apply?</b>	<b>Outbuildings or fences not exempt under Clause 43.01-4</b>	<b>Included on the Victorian Heritage Register under the Heritage Act 2017?</b>	<b>Prohibited uses permitted?</b>	<b>Aboriginal heritage place?</b>
HO199	<i>House</i> 481 Melbourne Road, Newport	Yes	No	No	Yes	No	No	No	No
HO200	<i>Spotswood Railway Workshops Complex (former)</i> 561-569 Melbourne Road, Spotswood	No	Yes	Yes	Yes	No	No	No	No
HO201	<i>Melbourne-Geelong Railway Bridge and Stone Ford over the Laverton Creek</i> intersection Merton Street and Railway Avenue, Altona Meadows	No	No	No	Yes	No	No	No	No
HO202	<i>Administration building</i> <i>Part of the Standard Vacuum Refining Company Complex (former)</i> 351- 381 Millers Road, Altona	No	No	No	Yes	No	No	No	No
HO203	<i>Main Outfall Sewer (Hobsons Bay Section)</i> Millers Road to Princes Highway, Brooklyn	-	-	-	Yes	-	Yes Ref No H1932	No	No
HO204	<i>MMBW Brooklyn Pumping Station</i> 87 Millers Road, Altona North	No	No	No	Yes	No	No	No	No
HO205	<i>Fort Gellibrand</i> Battery Road, Williamstown	-	-	-	Yes	-	Yes Ref No H1811	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO206	<i>Williamstown Tennis Club Pavilion</i> 73 Morris Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021	No	No	Yes	Yes	No	No	No	No
HO207	<i>Gellibrand Pier and Breakwater Pier</i> Nelson Place and Battery Road, Williamstown	-	-	-	Yes	-	Yes Ref No H1088 (part)	No	No
HO208	<i>Williamstown War Memorial</i> Intersection of Nelson Place and Ferguson Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021	No	No	No	Yes	No	No	No	No
HO209	<i>Alfred Graving Dock</i> Williamstown Dockyard, 2-10 Nelson Place, Williamstown	-	-	-	Yes	-	Yes Ref No H697	No	No
HO210	<i>Prince of Wales Hotel (former)</i> 1 Nelson Place, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021	Yes	No	No	Yes	No	No	No	No

## HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO211	<p><i>Oriental Hotel (former)</i></p> <p>55 Nelson Place, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p> <p>Nelson Place Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	No	No	Yes	No	No	No	No
HO212	<p><i>Royal Hotel (former)</i></p> <p>85 Nelson Place, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p> <p>Nelson Place Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	-	-	-	Yes	-	Yes Ref No H1770	No	No
HO213	<p><i>'Craigantina'</i></p> <p>125-129 Nelson Place, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p> <p>Nelson Place Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	No	No	Yes	No	No	No	No
HO214	<p><i>Customs House (former)</i></p> <p>128 Nelson Place and 18-34 Syme Street, Williamstown</p>	-	-	-	Yes	-	Yes Ref No H894	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	<b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a> Nelson Place Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>								
HO215	<i>Shops and Residences</i> 131-137 Nelson Place, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a> Nelson Place Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>	Yes	No	No	Yes	No	No	No	No
HO216	<i>English, Scottish and Australian Bank (former)</i> 139 Nelson Place, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a> Nelson Place Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>	Yes	No	No	Yes	No	No	No	No
HO217	<i>Shops and Residences</i> 141-143 Nelson Place, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>	Yes	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	Nelson Place Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>								
HO218	<p><i>Shops and Residences</i></p> <p>145-147 Nelson Place, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p> <p>Nelson Place Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	No	No	Yes	No	No	No	No
HO219	<p><i>Shops and Residences</i></p> <p>151-153 Nelson Place, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p> <p>Nelson Place Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	No	No	Yes	No	No	No	No
HO220	<p><i>Bay View Hotel (former) and Shop</i></p> <p>175 Nelson Place, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p> <p>Nelson Place Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	No	No	Yes	No	No	No	No

## HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO221	<p><i>Bank of Australasia (former)</i> 189 Nelson Place, Williamstown</p> <p><b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a> Nelson Place Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	-	-	-	Yes	-	Yes Ref No H1769	No	No
HO222	<p><i>Commercial Bank Of Australia (former)</i> 193 Nelson Place, Williamstown</p> <p><b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a> Nelson Place Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	Yes	No	Yes	No	No	No	No
HO223	<p><i>'Salisbury Buildings'</i> 195-203 Nelson Place, Williamstown</p> <p><b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a> Nelson Place Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	No	No	Yes	No	No	No	No
HO224	<p><i>Williamstown Advertiser Building (former),</i> 205 Nelson Place, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p>	-	-	-	Yes	-	Yes Ref No H865	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a> Nelson Place Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>								
HO225	<i>Yacht Club Hotel</i> 207 Nelson Place, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a> Nelson Place Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	Yes	No	No	Yes	No	No	No	No
HO226	<i>Modern Buildings</i> 213-215 Nelson Place, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a> Nelson Place Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	Yes	No	No	Yes	No	No	No	No



HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO227	<p><i>Residence (also known as Wilkins House (former))</i></p> <p>231 Nelson Place, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p> <p>Nelson Place Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	-	-	-	Yes	-	Yes Ref No H231	No	No
HO228	<p><i>Holy Trinity Church , Vicarage and Hall</i></p> <p>255 Nelson Place, and 2 Pasco Street and 8-12 Pasco Street and 144-158 Aitken Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p> <p>Nelson Place Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	-	-	-	Yes	-	Yes Ref No H1734	No	No
HO229	<p><i>Jackson Court</i></p> <p>263 Nelson Place, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p> <p>Nelson Place Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO230	<i>St. Joseph 's Roman Catholic Convent and Presbytery</i> 7-9 Newcastle Street, Newport	Yes	No	No	Yes	No	No	No	No
HO231	<i>Sacred Heart Catholic Complex</i> 20 Newcastle Street, Newport	Yes	Yes church only	No	Yes	No	No	No	No
HO232	<i>Newport Coffee Palace (former)</i> 24 Newcastle Street, Newport	Yes	No	No	Yes	No	No	No	No
	<i>There is no HO233</i>								
HO234	<i>Terrace</i> 64-70 North Road, Newport <b>Heritage Design Guidelines:</b> Newport and Spotswood Residential Heritage Precincts Heritage Design Guidelines <del>2020</del> 2021	No	No	No	Yes	No	No	No	No
HO235	<i>House</i> 88 North Road, Newport <b>Heritage Design Guidelines:</b> Newport and Spotswood Residential Heritage Precincts Heritage Design Guidelines <del>2020</del> 2021	No	No	No	Yes	No	No	No	No
HO236	<i>House</i> 115 North Road, Newport	No	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	<b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>								
HO237	<i>House</i> 127 North Road, Newport <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>	No	No	No	Yes	No	No	No	No
HO238	<i>Williamstown Botanical Gardens</i> 97 Osborne Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>	-	-	-	Yes	-	Yes Ref No H1803	No	No
HO239	<i>House</i> 21 Osborne Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>	No	No	No	Yes	No	No	No	No
HO240	<i>House and Pepper Trees</i> 54 Osborne Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>	Yes	Yes	No	Yes	No	No	No	No

**HOBSONS BAY PLANNING SCHEME**

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO241	<i>Cotton Palm, English Oak and Lily Pilly Trees</i> 197 Osborne Street, Williamstown <b>Heritage Design Guidelines:</b> Hannan's Farm (Ramsgate Estate) and Williamstown Beach Heritage Precincts Heritage Design Guidelines <a href="#">20202021</a>	No	No	Yes	Yes	No	No	No	No
HO242	<i>Williamstown Post and Telegraph Office (former)</i> 1 Parker Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a> Nelson Place Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	Yes	No	No	Yes	No	No	No	No
HO243	<i>Williamstown Chronicle Office (former)</i> 8 Parker Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a> Nelson Place Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO244	<i>Maclean Residence and Surgery (former)</i> 10 Parker Street, Williamstown <b>Heritage Design Guidelines:</b>	No	No	No	Yes	No	No	No	No

## HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>								
HO245	<i>Shop and Residence (former)</i> 28 Parker Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO246	<i>Shops and Residences</i> 30-32 Parker Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO247	<i>House</i> 14 Pasco Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	Yes	No	No	Yes	No	No	No	No
HO248	<i>Manchester Unity Independent Order of Oddfellows Hall (former)</i> 26 Pasco Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	Yes	Yes	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO249	<i>Tudor House</i> 52-54 Pasco Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>	-	-	-	Yes	-	Yes Ref No H1857	No	No
HO250	<i>'Ashton Villa'</i> 64 Pasco Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>	Yes	No	No	Yes	No	No	No	No
HO251	<i>'St. Ayles'</i> 72 Pasco Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>	Yes	No	No	Yes	Yes	No	No	No
HO252	<i>Jelly Palm, Stone Pine and Oak Trees</i> 74 Pasco Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>	Yes	No	Yes	Yes	No	No	No	No
HO253	<i>Williamstown High School Complex</i> 76 Pasco Street, Williamstown	Yes	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

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	<b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>								
HO254	<i>House</i> 19 Pearson Street, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a>	No	No	Yes	Yes	No	No	No	No
HO255	<i>Altona Pier</i> Pier Street and The Esplanade, Altona	No	No	No	Yes	No	No	No	No
HO256	<i>Red Robin Hosiery Factory (former)</i> 119 Pier Street, Altona	No	No	No	Yes	No	No	Yes	No
HO257	<i>Cheetham Salt Works (former)</i> Point Cook Road, Laverton	No	No	Yes	Yes	Yes	No	No	No
HO258	<i>North Williamstown Railway Station Complex</i> Corner Champion & Kororoit Creek Roads, North Williamstown	No	No	No	Yes	No	No	Yes	No
HO259	<i>Bluestone Bridge over Kororoit Creek</i> Princes Highway, Brooklyn	No	No	No	Yes	No	No	No	No
HO260	<i>Laverton Homestead (former)</i>	Yes	Yes	Yes	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

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	128 –155 Queen Street, Altona								
HO261	<i>Truganina Explosives Magazine Complex (former) and Trees</i> 276 Queen Street, Altona	No	No	Yes	Yes	Yes	No	Yes	Yes
HO262	<i>Williamstown Racecourse Site (former) and Canary Island Palm Tree</i> Racecourse Road, Altona	No	No	Yes	Yes	No	No	No	No
HO263	<i>House</i> 88 Railway Crescent, Williamstown	Yes	No	No	Yes	No	No	No	No
HO264	<i>Williamstown Beach Railway Station</i> Railway Crescent and Railway Place, Williamstown	Yes	No	No	Yes	No	No	No	No
HO265	<i>St Mary's Roman Catholic School and former Church and Camphor Laurel Tree</i> Railway Street North, Altona	Yes	Yes – church only	Yes	Yes	No	No	Yes	No
HO266	<i>House</i> 6 Rennie Street, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021	No	No	No	Yes	No	No	No	No
HO267	<i>House</i> 3 Rupert Street, Newport	No	No	No	Yes	No	No	No	No



HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	<b>Heritage Design Guidelines:</b> Newport and Spotswood Residential Heritage Precincts Heritage Design Guidelines <del>2020</del> 2021								
HO268	<i>Altona Baptist Church</i> 14 Sargood Street, Altona	No	Yes — church only	No	Yes	No	No	No	No
HO269	<i>Solomit or Straw House</i> 2 Seaview Crescent, Seaholme	Yes	No	No	Yes	No	No	No	No
HO270	<i>House</i> 4 Smith Street, Williamstown	No	No	No	Yes	No	No	No	No
HO271	<i>House</i> 41 Speight Street, Newport <b>Heritage Design Guidelines:</b> Newport and Spotswood Residential Heritage Precincts Heritage Design Guidelines <del>2020</del> 2021	No	No	No	Yes	No	No	No	No
HO272	<i>'Alcroft'</i> 13 Station Road, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021	No	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO273	<i>Seaholme Railway Station Complex and Trees</i> Station Street, Seaholme	No	No	Yes	Yes	No	No	No	No
HO275	<i>House</i> 8 Stevedore Street, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO276	<i>'Alroy'</i> 13 Stevedore Street, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	Yes	No
HO277	<i>Shops (former) and Residence</i> 46-48 Stevedore Street, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	Yes	No	No	Yes	No	No	Yes	No
HO278	Napier Hotel (former) 52 Stevedore Street, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	Yes	No	No	Yes	No	No	Yes	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO279	<i>Congregational Church (former)</i> 57 Stevedore Street, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	Yes	Yes	No	Yes	No	No	No	No
HO280	<i>Salvation Army Temple</i> 83 Stevedore Street, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	Yes	No	Yes	No	No	No	No
HO281	<i>Alfred Hotel (former)</i> 92 Stevedore Street, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO282	<i>'White House'</i> 5 The Strand, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO283	<i>'Maritimo' Fence</i> 8-9 The Strand, Williamstown	No	No	No	Yes	No	No	No	No

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	<b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>								
HO284	<i>Terrace Houses and Fence</i> 10-11 The Strand, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	Yes	Yes	Yes	No	No	No
HO285	<i>House</i> 12 The Strand, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO286	<i>House – formerly 'Craigdoon'</i> 14 The Strand, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO287	<i>'Mandalay' (former Abberton House)</i> 24 The Strand, Williamstown <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	-	-	-	Yes	-	Yes Ref No H232	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO288	<p><i>'Tameit'</i></p> <p>28 The Strand, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	No	No	No	Yes	No	No	No	No
HO289	<p><i>'Clouera'</i></p> <p>53 The Strand, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	No	No	No	Yes	No	No	No	No
HO290	<p><i>'Dachet'</i></p> <p>62 The Strand, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	No	No	Yes	No	No	No	No
HO291	<p><i>'Sea Gates'</i></p> <p>62 The Strand, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	No	No	Yes	No	No	No	No
HO292	<p><i>'Monomeath'</i></p> <p>67-68 The Strand, Williamstown</p>	Yes	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	<b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>								
HO293	<i>'Allambie'</i> 69 The Strand, Newport <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO294	<i>House</i> 74 The Strand, Newport <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO295	<i>House</i> 75 The Strand, Newport <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No
HO296	<i>House</i> 77 The Strand, Newport <b>Heritage Design Guidelines:</b> Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a>	No	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO297	<p><i>House</i></p> <p>94 The Strand, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Private Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	No	No	No	Yes	No	No	No	No
HO299	<p><i>Police Station, Sargeant, Watch House, Keepers quarters (former)</i></p> <p>8-10 Thompson Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	No	No	No	Yes	No	No	No	No
HO300	<p><i>Elm Trees</i></p> <p>14 Thompson Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	No	No	Yes	Yes	No	No	No	No
HO301	<p><i>Bridge Hotel (former)</i></p> <p>72 Thompson Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">20202021</a></p>	-	-	-	Yes	-	Yes Ref No H1792	No	No
HO302	<p><i>House</i></p> <p>97 Thompson Street, Williamstown</p>	Yes	No	No	Yes	No	No	No	No

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	<b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021								
HO303	<i>Commonwealth Oil Refinery Complex (former)</i> 32-54 Toll Drive, Altona North	No	No	No	Yes	No	No	Yes	No
	<i>There is no HO304</i>								
HO305	<i>Phaup's Beach Hotel (former)</i> 41 Twyford Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021	No	No	No	Yes	No	No	No	No
HO306	<i>Norfolk Island Pines</i> 50 Verdon Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021	Yes	No	Yes	Yes	No	No	No	No
HO307	<i>House</i> 75 Verdon Street, Williamstown <b>Heritage Design Guidelines:</b> Government Survey Heritage Precinct Heritage Design Guidelines <del>2020</del> 2021	Yes	No	No	Yes	No	No	No	No



HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO308	<p><i>'Erith'</i></p> <p>95 Verdon Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Government Survey Heritage Precinct Heritage Design Guidelines <a href="#">2020/2021</a></p>	Yes	No	No	Yes	No	No	No	No
HO309	<p><i>Wild Kaffir Plum Tree</i></p> <p>49 Victoria Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Hannan's Farm (Ramsgate Estate) and Williamstown Beach Heritage Precincts Heritage Design Guidelines <a href="#">2020/2021</a></p>	Yes	No	Yes	Yes	No	No	No	No
HO310	<p><i>House</i></p> <p>51 Victoria Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Hannan's Farm (Ramsgate Estate) and Williamstown Beach Heritage Precincts Heritage Design Guidelines <a href="#">2020/2021</a></p>	Yes	No	No	Yes	No	No	No	No
HO311	<p><i>Kauri Pine and Ginkgo Tree</i></p> <p>60 Victoria Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Hannan's Farm (Ramsgate Estate) and Williamstown Beach Heritage Precincts Heritage Design Guidelines <a href="#">2020/2021</a></p>	Yes	No	Yes	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO312	<p><i>House</i></p> <p>80 Victoria Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Hannan's Farm (Ramsgate Estate) and Williamstown Beach Heritage Precincts Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	No	No	Yes	No	No	No	No
HO313	<p><i>Williamstown Croquet Club Pavilion</i></p> <p>104 Victoria Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Hannan's Farm (Ramsgate Estate) and Williamstown Beach Heritage Precincts Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	No	No	Yes	No	No	No	No
HO314	<p><i>House</i></p> <p>115 Victoria Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Hannan's Farm (Ramsgate Estate) and Williamstown Beach Heritage Precincts Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	No	Yes	Yes	Yes	No	No	No
HO315	<p><i>Rifle Club Hotel</i></p> <p>121 Victoria Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Hannan's Farm (Ramsgate Estate) and Williamstown Beach Heritage Precincts Heritage Design Guidelines <a href="#">20202021</a></p>	Yes	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
HO316	<p><i>House</i></p> <p>1 Yarra Street, Williamstown</p> <p><b>Heritage Design Guidelines:</b></p> <p>Hannan's Farm (Ramsgate Estate) and Williamstown Beach Heritage Precincts Heritage Design Guidelines <a href="#">2020/2021</a></p>	No	No	No	Yes	No	No	No	No
HO323	<p><i>War Service Homes Commission Precinct</i></p> <p>Melbourne Road (part), Hudsons Road (part), Reed Street (part), Spotswood</p> <p><b>Statement of Significance:</b></p> <p>War Service Homes Commission Precinct Statement of Significance (RBA Architects and Conservation Consultants, September 2023)</p> <p><b>Heritage Design Guidelines:</b></p> <p>Newport and Spotswood Residential Heritage Precincts Heritage Design Guidelines <a href="#">2020/2021</a></p>	No	No	No	Yes	No	No	No	No
HO324	<p><i>Alloa Park Estate Precinct</i></p> <p>154 – 170 Hall Street, Spotswood</p> <p><b>Statement of Significance:</b></p> <p>Alloa Park Estate Precinct Statement of Significance (RBA Architects and Conservation Consultants, September 2023)</p>	No	No	No	Yes	No	No	No	No
HO325	<p><i>Australian Glass Manufacturers' Housing Heritage Precinct</i></p>	No	No	No	Yes	No	No	No	No

HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	<p>Bernard Street, Robb Street and 36 Craig Street, Spotswood</p> <p><b>Statement of Significance:</b></p> <p>Australian Glass Manufacturers' Housing Heritage Precinct Statement of Significance (RBA Architects and Conservation Consultants, September 2023)</p> <p><b>Heritage Design Guidelines:</b></p> <p>Newport and Spotswood Residential Heritage Precincts Heritage Design Guidelines <del>2020</del>2021</p>								
HO326	<p><i>Spotswood State School No. 3659</i></p> <p>598 Melbourne Road, Spotswood</p> <p><b>Statement of Significance:</b></p> <p>Spotswood State School No. 3659 Statement of Significance (RBA Architects and Conservation Consultants, September 2023)</p>	No	No	No	Yes	No	No	No	No
HO327	<p><i>Shops</i></p> <p>87-89 Hudsons Road, Spotswood</p> <p>Statement of significance:</p> <p>Shops - 87-89 Hudsons Road, Spotswood Statement of Significance (RBA Architects and Conservation Consultants, September 2023)</p>	No	No	No	Yes	No	No	No	No
HO328	<p><i>Baco Food Products Factory</i></p> <p>121-129 Craig Street, Spotswood</p> <p><b>Statement of Significance:</b></p>	No	No	No	Yes	No	No	No	No

# HOBSONS BAY PLANNING SCHEME

PS map ref	Heritage place	External paint controls apply?	Internal alteration controls apply?	Tree controls apply?	Solar energy system controls apply?	Outbuildings or fences not exempt under Clause 43.01-4	Included on the Victorian Heritage Register under the Heritage Act 2017?	Prohibited uses permitted?	Aboriginal heritage place?
	Baco Food Products Factory Statement of Significance (RBA Architects and Conservation Consultants, September 2023)								

# HOBSONS BAY PLANNING SCHEME

10/09/2021  
C126hbay

## SCHEDULE 11 TO CLAUSE 43.02 DESIGN AND DEVELOPMENT OVERLAY

Shown on the planning scheme map as **DDO11** .

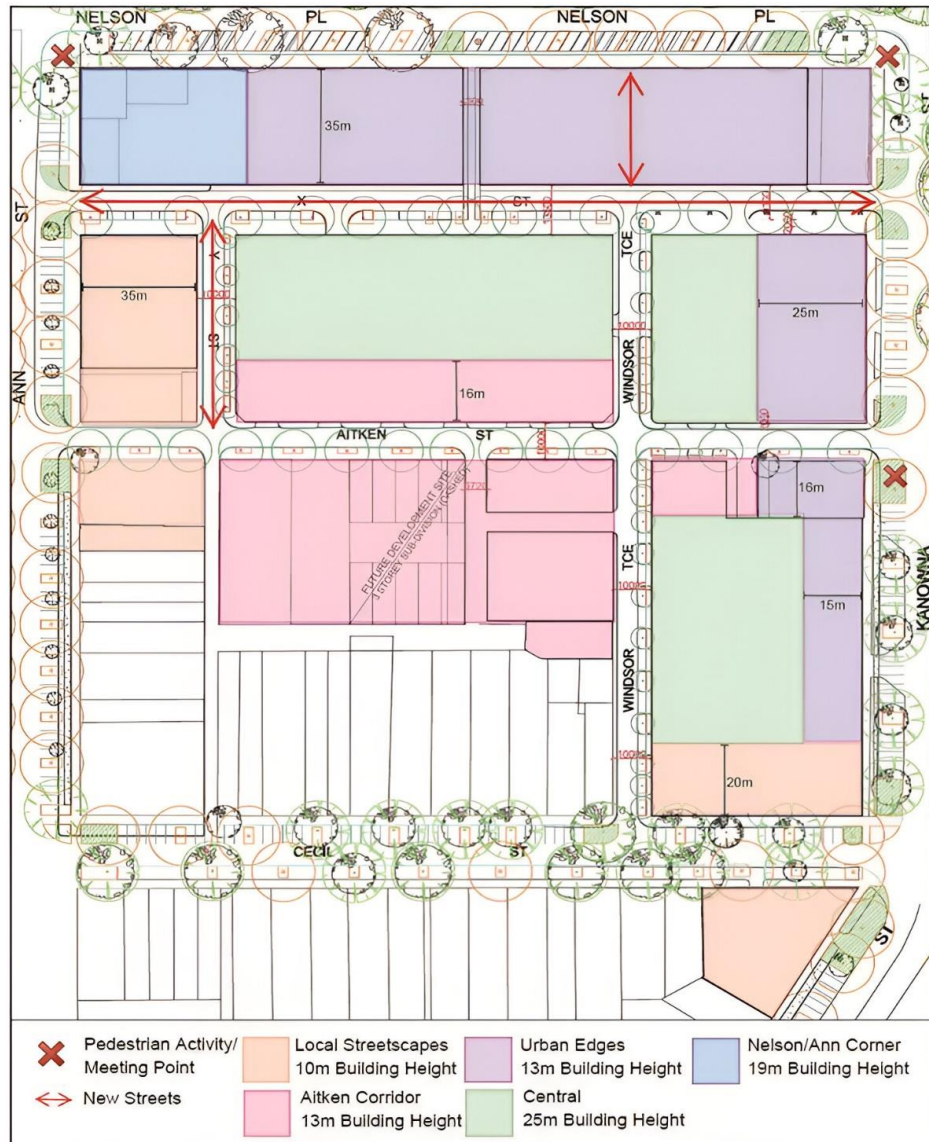
## PRECINCT 20 - FORMER PORT PHILLIP WOOLLEN MILLS AND SURROUNDS

Map 1 to Schedule 11 to Clause 43.02

### Design and Development Plan



## HOBSONS BAY PLANNING SCHEME



### 1.0

10/09/2021  
C126hbay

### Design objectives

To encourage comprehensive urban renewal which delivers increased housing diversity, affordability and density within Williamstown.

To create a residential area which is contemporary in design and provides a transition from surrounding 19th Century residential areas.

To encourage development which achieves high quality urban design outcomes through provision of buildings of architectural excellence located in pleasant street environments.

To recognise the historic, environmental, conservation and recreation significance of the area.

To protect state-significant operations of the Williamstown Shipyard Site, the Gellibrand Tank Farm and the Port of Melbourne.

To preserve the foreshore reserve and significant public open spaces including the Point Gellibrand Coastal Heritage Park.

To maintain and enhance key views and vistas.

## HOBSONS BAY PLANNING SCHEME

To ensure that the height, scale, bulk and setback of new development is respectful of the context of the area.

To ensure that any buildings that are used for residential and other noise sensitive uses are appropriately designed with noise attenuation measures.

To encourage adaptive re-use of heritage buildings.

To discourage development in the WorkSafe Planning Advisory Areas that attract or accommodates significant numbers of people and which cannot respond to an emergency.

### 2.0

10/09/2021

C126hbay

### Buildings and works

A permit is required to construct a building or to construct or carry out works.

Buildings and works must be in accordance with this schedule.

#### Building Height

No permit may be granted to allow a building that exceeds the applicable maximum building height specified in the Table to this schedule.

The height of a building or works is the height measured at its highest point above the permanent footpath at the centre of the site frontage. If there is no footpath, the natural surface level at the centre of the site frontage is the base level.

#### Noise Attenuation

Habitable rooms of new dwellings adjacent to high levels of external noise should be designed to limit internal noise levels to a maximum of 45 dB in accordance with relevant Australian Standards for acoustic control.

#### Notice and review provisions

An application to construct a building or construct or carry out works that is generally in accordance with the provisions of this Schedule is exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the review rights of Section 82(1) of the Act.

Before deciding on an application, the Responsible Authority should seek the views of the following:

- the owner and occupier of the Williamstown Shipyard
- Site; the owner and occupier of the Gellibrand Tank Farm;
- the Port of Melbourne Corporation; Work Safe Victoria;
- the EPA; and
- owners and occupiers of adjoining/abutting land.

### 3.0

10/09/2021

C126hbay

### Subdivision

None specified.

### 4.0

10/09/2021

C126hbay

### Signs

None specified.

### 5.0

10/09/2021

C126hbay

### Application requirements

An application must be accompanied by the following (as necessary);



## HOBSONS BAY PLANNING SCHEME

- A detailed Urban Context analysis of the features of the land and its strategic planning context within metropolitan Melbourne and Williamstown.
- A Site Analysis report which demonstrates how the proposed buildings or works achieve each design objective or Built Form outcomes of the Table to this schedule.
- Plan(s) which provide;
  - Details of heights, setbacks, off-sets between buildings, pedestrian entry points and frontages of all buildings;
  - Areas of new public realm and streets;
  - Visual analysis of the proposed development;
  - Shadow diagrams between 9am and 3pm 22 September;
  - Indicative staging plan; and
  - Evidence that parking is provided within the site boundary or adjacent road of each site.
- Specifications for development within the WorkSafe Planning Outer Advisory Area which detail measures to ensure the buildings can withstand overpressures of up to 6kPa.
- A Wind Report detailing potential impacts of the development on the public realm.
- An assessment of the impact of the development on the Cultural Heritage Significance including an archaeology assessment to determine the potential for archaeological significance of the site and surrounds.
- A report identifying the Environmentally Sustainable Design (ESD) features of the development.
- A Landscape Concept Plan showing public and private realm landscaping.
- An Integrated Transport Plan including a Green Travel Plan in accordance with Clause 52.36. The Plan must include a traffic impact analysis and a parking supply analysis.
- An Infrastructure Services Report (including utilities, road and community services) identifying the improvements which are required to be made to the site and surrounding area.
- A Construction Management Plan.
- An Acoustic Report.
- An Emergency Evacuation Plan prepared in consultation with Council, Mobil, BAE, the Port of Melbourne Corporation and relevant emergency services agencies.
- A Coastal Hazard Vulnerability Assessment.

### 6.0

10/09/2021

C126hbay

### Decision guidelines

The following decision guidelines apply to an application for a permit under Clause 43.02, in addition to those specified in Clause 43.02 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

## HOBSONS BAY PLANNING SCHEME

- Whether development is consistent with the design objectives and outcomes for each precinct as identified in the Table to this schedule.
- Whether the development displays excellence in architecture, design and built form.
- Whether the design enhances the public realm, maintains a human scale at the street edge and allows sunlight penetration to public and private spaces.
- Whether car parking areas are screened from view.
- Whether the development addresses the heritage objectives and policies of Clause ~~15.03 22.01~~.
- Whether the development incorporates appropriate noise attenuation measures.
- Whether the buildings located within the WorkSafe Outer Planning Advisory Area can withstand overpressures of up to 6kPa.
- The views of the parties listed in Clause 6 of this schedule.

**Table to Schedule**

Map area	Maximum building height	Built form outcomes
<b>A – LOCAL STREETSCAPES</b> (Orange)	10 metres	<p>Development which responds to the predominant streetscape and built form character of Cecil and Ann Streets.</p> <p>A two storey street edge (up to 7 metres) on Cecil Street with recessed upper levels.</p> <p>A three storey street edge (10 metres) on Ann Street.</p> <p>Dwellings to have a frontage to Cecil and Ann Streets.</p> <p>Vehicle access from the rear of the site consistent with the existing dwellings on Cecil and Ann Streets.</p>
<b>B – AITKEN CORRIDOR</b> (Pink)	13 metres	<p>Development which provides an appropriate scale to the street edge along Aitken Street.</p> <p>A three storey street edge (up to 10 metres) with recessed upper levels setback 5 metres from the street.</p> <p>Development which provides an appropriate interface and sufficient setbacks to the existing residential area to the south.</p>
<b>C – URBAN EDGES</b> (Purple)	13 metres	<p>A hard urban edge to Nelson Place and Kanowna Street.</p> <p>A predominant building height of 10 metres up to a maximum of 13 metres to allow for varying façade and roof forms.</p> <p>Appropriate regard to the heritage characteristics of the former hotel on the corner of Kanowna and Aitken Streets.</p> <p>Dwellings which have a direct street address with pedestrian access at street level.</p> <p>Lower density residential development within the Planning Outer Advisory Area.</p>

## HOBSONS BAY PLANNING SCHEME

Map area	Maximum building height	Built form outcomes
		Buildings in the WorkSafe Outer Planning Advisory Area that can withstand overpressures of up to 6kPa.
<b>D – NELSON/ANN CORNER</b> (Blue)	19 metres	<p>A prominent building which provides emphasis to the corner of Nelson Place and Ann Street.</p> <p>A building which incorporates innovative façade articulation and limited sheer walls.</p>
<b>E – CENTRAL</b> (Green)	25 metres	<p>Higher development relative to the adjoining properties which does not dominate the scale and setting of the street and foreshore.</p> <p>Development which provides an appropriate scale to the street edge along Aitken Street.</p> <p>Buildings which are located outside the WorkSafe Planning Advisory Areas.</p> <p>Buildings which are oriented to the north to take advantage of the views and vistas of the Port Phillip Bay and City skyline.</p>
<b>STREET SYSTEM</b>	N/A	<p>A new east-west road between Ann and Kanowna Street located approximately 35 metres south of Nelson Place.</p> <p>A new north-south road located approximately 35 metres east of Ann Street.</p> <p>A new north-south road which is an extension to the north of Windsor Terrace up to Nelson Place.</p> <p>Streets and accessways which are landscaped and provide through public access.</p> <p>A landscaped edge along Nelson Place to complement the established boulevard trees on the north side of Nelson Place.</p> <p>Public landscaping along the east side of Ann Street to complement the existing landscaping on the west side of Ann Street.</p> <p>Pedestrian footpaths and street landscaping on both side of Aitken Street.</p> <p>Central vehicle access points with limited individual access points directly from the street.</p>
<b>PEDESTRIAN ACTIVITY/ MEETING POINT</b>	N/A	<p>Formalised pedestrian meeting points though the provision of street furniture, public art, weather protection and public realm improvements.</p> <p>Development which provides active frontage and commercial opportunity to corners.</p>

## HOBSONS BAY PLANNING SCHEME

24/02/2022  
C131hbay

### SCHEDULE 14 TO CLAUSE 43.02 DESIGN AND DEVELOPMENT OVERLAY

Shown on the planning scheme map as **DDO14**.

#### LAND AT 240-258 KOROROIT CREEK ROAD, WILLIAMSTOWN NORTH

##### Map 1 to Schedule 14 to Clause 43.02



1.0  
10/09/2021  
C126hbay

#### Design objectives

- To facilitate residential development that achieves a high quality architectural and urban design outcome.
- To ensure that the height, scale, bulk, form, setback and appearance of new development responds to the preferred character of the setting.
- To create attractive frontages to Kororoit Creek Road and Hygeia Avenue that reinforce the street pattern and assist in demarcating the urban gateway and residential edge.
- To minimise the number of access points from the site to Kororoit Creek Road.
- To connect vehicular and pedestrian access within the site and to the surrounding area.
- To allow for medium density residential development that transitions to existing residential areas.
- To manage the risk associated with possible sea level rise.
- To provide an appropriate interface with the adjoining drainage channel.

2.0  
24/02/2022  
C131hbay

#### Buildings and works

- The form and scale of development facing Kororoit Creek Road and Hygeia Avenue should be designed to achieve a strong streetscape address and integrate successfully into the existing street pattern in terms of frontage, setback, entries and forms.
- Front fences should be a maximum height of 1.2 metres, or 1.8 metres with a minimum 75% transparency.
- Car parking must not be visually obtrusive and should not dominate the proposal.
- The proposed site layout must provide vehicular and pedestrian linkages with Kororoit Creek Road, Hygeia Avenue and existing and future streets within the area.
- Buildings must be appropriately designed to mitigate risks associated with possible sea level rise.

3.0  
10/09/2021  
C126hbay

#### Subdivision

- None specified.

4.0  
10/09/2021  
C126hbay

#### Signs

- None specified.

5.0  
24/02/2022  
C131hbay

#### Application requirements

- The following application requirements apply to an application for a permit under clause 43.02, in addition to those specified elsewhere in the scheme:
  - A Social Impact Assessment (that considers affordable housing and how it will be provided within the proposed development to the satisfaction of the Responsible Authority) to support any development proposal. The SIA for 240 - 258 Kororoit Creek Road must address the loss of low cost

## HOBSONS BAY PLANNING SCHEME

accommodation.

A traffic report that demonstrates the capacity to accommodate increased traffic flows from the proposed development. A vegetation assessment that identifies significant vegetation on the site and their potential habitat significance.

### 6.0

24/02/2022

C131nbay

### Decision guidelines

Before deciding on an application the responsible authority must consider:

- The design and materials of the development to ensure a high quality architectural outcome is achieved and sits comfortably in the existing neighbourhood context.
- The impacts of development on abutting residential development.
- Finished floor levels required to protect buildings from the impacts of possible sea level rises.
- The interface of the development with the abutting drainage channel.
- Vehicular and pedestrian integration of the development with the broader neighbourhood.
- Whether the development design response for siting, building form, vegetation, front boundary treatment, and colours and materials is appropriate.
- Improved Housing Choices for Residents on Low Incomes (Affordable Housing) Policy Statement (8 February 2011, as amended from time to time).
- Preparing Social Impact Assessments Applicant Guidelines: [Residential \(Hobsons Bay City Council 202222 March 2011\)](#), as amended from time to time).
- Whether increased traffic flows from the proposed development can be accommodated.

Integration of the proposed development within the site and surrounding street network.

Whether coastal hazards have been identified and will be appropriately managed to ensure that the proposed development is not at risk.



## HOBSONS BAY PLANNING SCHEME

08/03/2018  
GC93

### SCHEDULE TO CLAUSE 66.04 REFERRAL OF PERMIT APPLICATIONS UNDER LOCAL PROVISIONS

#### 1.0

10/09/2021  
C126hbay

#### Referral of permit applications under local provisions

Clause	Kind of application	Referral authority	Referral authority type
Schedules 15 and 16 to Clause 43.02	An application for buildings and works	Secretary, <del>as defined in Section 3 of the Transport Integration Act 2010 to the Department of Economic Development, Jobs, Transport and Resources</del> until 31 December 2026, and thereafter the <del>Head, Transport for Victoria Roads Corporation</del>	Determining referral authority



# COUNCIL PLAN 2025 – 2029

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Hobsons Bay City Council  
Engagement Summary Report  
September 2025

*Conversation Co.*



# 1. Executive Summary

## Project Overview

Hobsons Bay City Council (HBCC) is required to develop an integrated, longer-term and transparent approach to planning organised around a ten-year community vision under the Local Government Act 2020 (the Act). In addition to the vision, councils must prepare a:

- Council Plan (four year outlook).
- Financial Plan (ten year outlook).
- Asset Plan (ten year outlook).
- Municipal Public Health and Wellbeing Plan (Public Health and Wellbeing Act 2008)

The process of developing these key strategic documents includes engaging with its community to review the Hobsons Bay 2030 Community Vision and support the development of the Council Plan 2025-29 and related strategic documents. In accordance with the legislative requirements of the Act, these plans for the next four-year planning cycle will be developed through community consultation and deliberative engagement.

## Participation

Community engagement was conducted from 30 April until 26 July 2025. Engagement activities consisted of two phases. Phase 1 was a broad engagement which included online surveys, community drop-in sessions, stakeholder and community workshops. The Phase 1 engagement activities involved a total of 1,063 participants. Phase 2 was deliberative engagement, which involved an additional 36 participants and focused on in-depth discussion and debate on key topics. Table 1 shows the breakdown by engagement activity.

**Table 1. Participation by Engagement Activity**

Engagement Activity	No.	%
General online/hardcopy surveys	783	71.3
Demographic collection cards from drop-in sessions	143	13.0
Early years online/hardcopy surveys	51	4.6
Middle years online/hardcopy surveys	58	5.2
Youth online/hardcopy surveys	25	2.3
Email submissions to Council	3	0.3
Community Representative Workshops	36	3.3
<b>TOTAL</b>	<b>1,099</b>	<b>100</b>

## Key Findings- Phase 1

### Community Vision Check in

The engagement program sought to test the Community Vision to ensure it remains relevant and appropriate to community members in the current context. Survey participants were asked whether each of the six key priorities under the Community Vision were still important to them. There were a total of 783 responses to this question.

The most important priority was 'An accessible and connected community' with 86% of participants selecting 'important' or 'very important', followed by 'Community wellbeing and inter-connection' with 82% selecting 'important' or 'very important'. Participants in this engagement indicated 'Visionary, vibrant, accountable urban planning' was the least important. However, this priority had the most divided responses with 66% selecting 'important' or 'very important', 18% 'not important' or 'somewhat important' and 16% 'neutral'.

### Top service priorities for the next four years

Survey and drop-in session participants were asked to rank services and facilities in order of priority for the next four years (1= most important - 11= least important). All rankings were collated and weighted by the number of responses for each. Health and wellbeing community services was the highest priority across the services ranking followed by services for children, youth and/or families, older people and people living with a disability and sport and recreation facilities. The Council services that were of lower priority to participants were; business tourism and industry support and carparking.

**Table 2. Top priorities for the next four years**

Priority	Council services/facilities
1	Health and wellbeing community services
2	Services for children, youth and/or families, older people and people living with a disability
3	Sports and recreation facilities
4	Public amenity, dumped rubbish, litter and roadside cleaning
5	Urban planning and development controls and enforcement
6	Libraries and community centres
7	Climate change and sustainability
8	Arts and culture facilities and events
9	Rubbish, recycling and hard waste collection
10	Businesses, tourism and industry support
11	Car parking

Source: survey, drop ins

Residents highlighted the importance of public amenity, climate action, and community health and wellbeing. Key priorities included upgrading sports facilities, improving parks, footpaths, and drainage, and planning for growth to protect neighbourhood character and ensure infrastructure keeps pace with demand. Libraries, arts, and community services were valued for fostering social connection and mental health. Concerns about access, equity, and transport issues including parking and poor cycling infrastructure were common. While some residents called for a focus on core services, others supported a stronger leadership role in sustainability and wellbeing.

### Financial management

Participants in the surveys and at drop-in sessions were asked what cost savings and/or revenue raising methods they would prefer Council to prioritise. Overall the top financial management priority was disposing of under-utilised buildings and facilities (n=484), followed by removing non-essential services (n=350) and introducing user-pays fees (n=200). In free text responses participants also suggested

- More sustainable Council organisation of revenue and spending (n=292)
- Smart investment and prioritisation of infrastructure and services (n=214)
- Investment in public and active transport (n=56)
- Supporting community and social outcomes, like support with the cost of living and ensuring equity across the municipality (n=45)
- Better management of public facilities and Assets, including disposal and renewal (n=28)

### Assets priorities

Participants in surveys were asked to indicate which Council assets were most important for investment over the next four years. Survey participants were able to rank from a list in order of priority and drop in participants were asked to indicate preferences in a spending activity. Table 3 presents the asset priorities across the two engagement methods.

**Table 3. Asset priorities for the next four years**

Assets for investment	Surveys	Drop-ins
	Priority	Priority
Parks, reserves, and playgrounds (open space, fences, BBQs, furniture)	1	1
Roads	2	3
Community buildings (kindergartens, community centres, libraries)	3	2
Walking and cycling paths	4	4
Stormwater drainage	5	5
Sportsgrounds and pavilions	6	6

Overall, the highest priority was parks, reserves and playgrounds, followed by roads and community buildings. Stormwater drainage and sportsgrounds and pavilions were the lowest priorities.

### Health and Wellbeing priorities

Survey and drop-in participants were asked ‘What are the most important factors affecting health and wellbeing for you and/or your family that Council should consider working on over the next four years?’ Table 4 presents the results.

**Table 4. Community health and wellbeing priorities**

Priority	Health and wellbeing factors
1	Feeling safe in your community
2	Social and community connections
3	Access to mental health and wellbeing support advice
4	Affordable and healthy food
5	Access to physical health and wellbeing support
6	Family violence
7	Homelessness/rough sleeping
8	Health impacts of climate change
9	Alcohol and other drugs
10	Tobacco and vaping

Feeling safe in the community was the highest priority by a significant margin, followed by social and community connections and access to mental health and wellbeing services. Feedback in free text responses largely linked community safety to other health and wellbeing activities like early interventions for mental health, family violence, alcohol and other drug issues and also community connection and engagement in activities and programs, for youth in particular. When asked, ‘What is one thing that Council can do to improve the everyday health and wellbeing of you and/or your family?’ Participants understood the roles of Council in addressing health and wellbeing were varied, from providing a safe and well planned municipality and ensuring good determinants of health to advocacy for health services and specific health interventions. The most common themes suggested in free-text responses were:

- Council Infrastructure and Open Space (n=317)
- Community Safety (n=143)
- Health and wellbeing priorities (n=129)

## Key Findings- Phase 2

The 36 participants in the deliberative engagement program attended three Community Representative Workshops (CRCW) throughout July 2025.

Participants received information and presentations from Council staff and had in-depth discussion on key topics including: non-essential services; asset planning and management; waste management; climate change; arts and culture; community services; health and wellbeing needs and the Community Vision.

A significant amount of feedback and data was collected throughout the CRW program. It is recommended that the feedback is read in its entirety to gain a full understanding of the discussions and recommendations. A summary of the key recommendations arising from the CRW:

1. Apply an equity lens to the Council Plan, services, initiatives and asset investments to ensure fair access and resourcing across the municipality.
2. Use clear criteria to determine non-essential services and communicate how these decisions were made to the community.
3. Prioritise community needs and outcomes ahead of cost-savings.
4. Review how service “demand” is measured and ensure qualitative data is used to inform decision-making.
5. Close performance gaps in delivering on the Asset Plan principles, especially around equity and sustainability.
6. Align asset investment with community needs—prioritising parks, open space, streetscapes, and community and recreation facilities.
7. Deliver a mix of new and renewed assets, with a modest emphasis on renewal.
8. Provide clear, accessible information on the potential impacts of Advanced Waste Recycling before seeking community feedback or making decisions.
9. Promote recycling and proper waste management through targeted education, resources, and accessible services.
10. Recognise and reward correct waste sorting, educate those making errors, and enforce penalties for repeated and intentional non-compliance.
11. Activate existing spaces and underutilised infrastructure to host arts, culture, exhibitions, and events.
12. Use a mix of communication channels including physical signage and visual promotion, to inform the community about services, events, and programs.
13. Expand services that address drainage, flooding, and stormwater management.
14. Support households and communities to prepare for the impacts of climate change.
15. Advocate and partner with the State Government to ensure sustainable land use and climate-responsive development.
16. Identify community service gaps and respond through direct delivery or advocacy.
17. Prioritise health and wellbeing initiatives, especially those focused on community safety and social connection.
18. Refresh the community vision and priorities to better reflect current needs and expectations.
19. Make better use of existing assets and infrastructure to support arts and culture, health and wellbeing, employment, and local industry growth.

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## 2. Introduction

### 2.1. Project background

Hobsons Bay City Council is required to develop a long-term, transparent approach to planning under the Local Government Act 2020 (the Act). The process includes engaging with its community to review the Hobsons Bay 2030 Community Vision and support the development of the Council Plan 2025-29 and related documents; Long Term Financial Plan, Asset Plan and the Health and Wellbeing Plan 2025-29. In accordance with the legislative requirements of the Act, these plans for the next four-year planning cycle will be developed through community consultation and deliberative engagement and are expected to be reviewed in 2029.

### 2.2. Engagement purpose and scope

This project has two stages of engagement. Phase 1 will be used to understand board community sentiment and priorities for the Council Plan and Health and Wellbeing Plan as well as a check in on the relevance of the current Community Vision. Feedback from the broader engagement will support deeper discussions in Phase 2 deliberative engagement with the Community Representative Workshops to advise the development of the Council Plan, Health and Wellbeing Plan (MPHWP) and Community Vision.

This engagement summary report provides the findings from Phase 1, broad engagement and Phase 2 deliberative engagement.

The key negotiables of this engagement program were as follows:

- Key directions, objectives and strategies for 2025-2029 Council Plan
- Review of the Community Vision:
- Wording of Vision statement
- Number of, and scope, of Vision Priority Areas
- Vision Priority Areas wording
- Potential Council Plan and Budget initiatives
- Ongoing engagement and communications opportunities between Council and community





## **PART 1. BROAD ENGAGEMENT**

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Council Plan 2025 - 2029  
Hobsons Bay City Council

*Conversation Co.*

# 3. Engagement Methodology

Phase 1 of engagement employed a mixed-methodology approach to provide a range of convenient and accessible ways for diverse community members to participate.

## 3.1. Engagement Objectives

The specific objectives of the broad engagement phase were to:

- ‘Check-in’ with the Vision Statement (relevance, aligned to values) and the six priority areas of the 2030 Community Vision.
- Determine the key directions, objectives and strategies of the 2025-2029 Council Plan including the establishment of new objectives.
- Identify potential Council Plan and Budget initiatives (major projects, new infrastructure).
- Strengthen the Asset Plan and intended financial investment across the municipality through the Financial Plan.

## 3.2. Methodology

The broad engagement activities were based on the IAP2 Public Participation Spectrum under ‘Inform’ and ‘Consult’. The promise to the Hobsons Bay community is to *“work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.”*

Following Council endorsement of the engagement program, community engagement was conducted from 30 April 2025 - 6 June 2025. Engagement activities consisted of online surveys, community drop-ins, stakeholder workshops and online activities.

**Table 5. Engagement Activities**

Activity	Description	Dates
Online survey and project information ( <i>Participate Hobsons Bay</i> )	Allow community members to participate in the survey when and where suits them.  Present project information and additional engagement activities: <ul style="list-style-type: none"> <li>• EOI for deliberative engagement</li> <li>• Drop-in sessions</li> </ul>	30 April 2025 - 6 June 2025
14 x 2 hour community drop-in sessions (note: some days had multiple drop-ins across locations)	Inform community members about the project and provide a shorter and more convenient way to engage for busy community members as they go about their daily lives. Promote further involvement in the project by taking the online survey or signing up to the community panel.	<ul style="list-style-type: none"> <li>• 11 May 2025</li> <li>• 14 May 2025</li> <li>• 16 May 2025</li> <li>• 21 May 2025</li> <li>• 22 May 2025</li> <li>• 24 May 2025</li> <li>• 28 May 2025</li> <li>• 4 June 2025</li> </ul>

Activity	Description	Dates
Direct submissions to Council	To allow for more detailed feedback on issues related to the Council Plan.	30 April 2025 - 6 June 2025

### 3.3. Communication strategies

Phase 1 community engagement activities were supported by a communication campaign. The campaign for Phase 1 had multiple touch points including social media, traditional media, e-newsletters, posters, postcards, and internal communication.

- **Council website:** updated regularly, attracting 244 page views for the Council Plan between 30 April and 6 June.
- **ENewsletters:** sent through 10+ targeted lists, reaching over 40,000 subscribers, including youth, libraries, community development, and business networks.
- **Social media:** advertising reached 106,250 impressions, with over 24,700 people reached and 924 link clicks. A total of 23 organic social media posts and stories across Facebook and Instagram promoted key messages and events, with strong reach and engagement across multiple dates.
- **Letter box drops:** A5 flyers to 36,100 households, with an additional 2,500 flyers distributed across Council sites and with key service teams.
- **Posters:** translated into 13 languages, displayed at more than 20 Council locations to support inclusivity and access.

Other channels included a media release, Councillor column, digital screens, email signatures, and on-hold phone messages to reinforce messaging.

These efforts ensured broad community reach, including targeted communication to young people, culturally diverse groups, and regular Council service users.

**Image 1. Social media post (Facebook)**

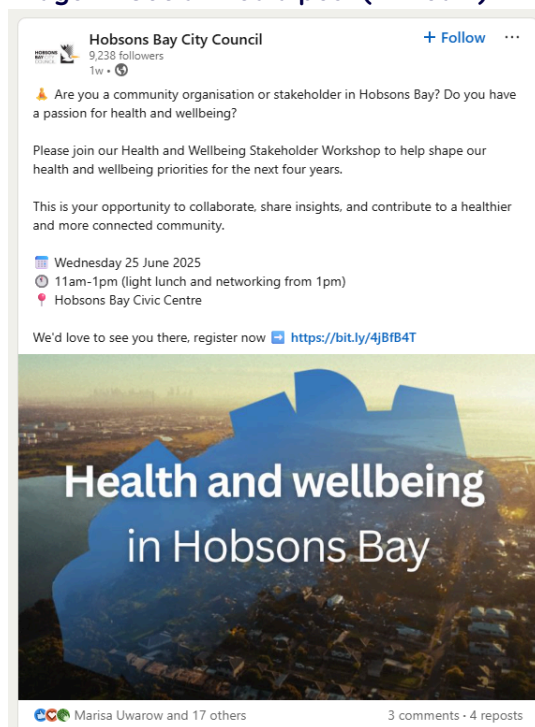


### 3.4. Strategies to support participation

An important part of best practice is to reflect on actions that may have supported, or limited participation. The following points note ways we believe Council and the Conversation Co. team supported participation:

- **Online engagement:** via Participate Hobsons Bay, including opportunities to ask questions and provide feedback. Information could be translated into various languages on this platform.
- **Separate project page for children and young people:** including children's, middle years and youth surveys. This approach encourages young people to participate.
- **In-person:** drop-in sessions across locations across the municipality, to ensure an even spread.
- **Leveraging off Council's contacts with community groups:** and being invited to set-up in community spaces.
- **Targeting specific groups:** Planning drop-ins to occur at times and locations to target specific groups, including those experiencing vulnerability or traditionally underrepresented in consultation.

Image 2.: Social media post (LinkedIn)





### 3.5. Barriers to participation

Some of the barriers to participation are as follows:

- **Poor weather conditions:** A community drop-in event was rescheduled due to unforeseen weather conditions. The subsequent reschedule had to be moved nearby for shelter.
- **Small group numbers:** Some of the drop-ins were scheduled to occur during existing group times. Some of the groups had low numbers on the day which limited the reach/participation numbers.
- **Lack of response to requests for space:** Conversation Co had requested to attend a large event (non-Council operated) to access a large section of the community, but were not provided with a response.

Images 3-4. Participation at drop-ins



## 4. Who Participated?

### 4.1. Participation by engagement activity

Table 6 shows a summary of the engagement activities by involvement. A total of 1063 participants were involved in the broad engagement. It is important to note some participants may have participated in more than one activity, for example they may have completed an online survey and also attended a community drop-in.

**Table 6. Participation by Engagement Activity**

Engagement Activity	No.	%
General online/hardcopy surveys	783	73.7
Demographic collection cards from drop-in sessions	143	13.5
Early years online/hardcopy surveys	51	4.8
Middle years online/hardcopy surveys	58	5.5
Youth online/hardcopy surveys	25	2.4
Email submissions to Council	3	0.3
<b>TOTAL</b>	<b>1,063</b>	<b>100%</b>

Attendance was counted at community drop-in sessions with a total of 397 across all drop-in engagements however the number in Table 6 only includes participants who filled in a demographic card. Some participants, for instance, completed an online survey while visiting the drop-in.

Throughout this report, the abbreviation “n=” is used to indicate the number of participants or responses. Percentages are rounded to one decimal place and as such may be subject to rounding errors (sum to 99.9% or 100.1%).

### 4.2. Characteristics of participants

The demographic characteristics of engagement participants are shown in Table 7. Percentages shown in Table 7 are of all responses received (excludes participants who did not provide this information).

Looking at communities of interest, this engagement had higher representation of people with disabilities (n=75, 7.2%) in comparison to census data (6.4%) and good representation of of Aboriginal and/or Torres Strait Islander participants (n=6, 0.6%) in comparison to the

census (0.7%). This engagement had much lower representation of communities who speak a language other than English at home (n=107, 10.3%) in comparison to their makeup of the population (27.3%). While the project page hosted on Participate Hobsons Bay could be translated into community languages, this engagement may have benefited from a more targeted approach with particular cultural groups, translated collateral, and further drop-in sessions planned for multicultural neighbourhoods. Participation in this project will be further supported during Phase 2 deliberation, with a group being selected to adequately represent the Hobsons Bay community.

**Table 7. Characteristics of participants**

Selected characteristics	No.*	%	2021 Census %
<b>Gender</b>			
Woman or female	543	59	48.9
Man or male	328	35.7	51.1
Non-binary	14	1.5	-
Prefer not to say	31	3.4	-
Use a different term	4	0.4	-
Total respondents	920	100	100
<b>Age Group</b>			
Under 18	202	19.1	21.5
18-25	26	2.5	8.1
26-39	235	22.3	20.6
40-59	403	38.2	27.9
60+	186	17.5	21.9
Prefer not to say	5	0.5	-
Total respondents	1057	100	100
<b>Communities of interest</b>			
Identifies as someone with a disability or caring for someone with a disability (responses)	75	7.2	6.4
Speak a language other than English at home (responses)	107	10.3	27.1
Born overseas	215	20.6	30.1

Selected characteristics	No.*	%	2021 Census %
Part of the LGBTQIA+ community (responses)	76	7.3	-
Aboriginal and/or Torres Strait Islanders (responses)	6	0.6	0.7
Prefer not to say	47	4.5	-
Belongs to at least one of these groups	479	45.9	-
None of the above	517	49.6	-

Data sources: Surveys, drop-in sessions

Source for 2021 Census data is <https://profile.id.com.au/hobsons-bay>. Disability approximated by Need for Assistance variable (6.4%), unpaid carers (13.4%).

This engagement program had greater representation from women than other genders (n=543, 59%) which is typical for community engagement projects. Young adults aged 18-25 were underrepresented in this engagement (n=26, 2.5%) in comparison to their makeup of the population (8.1%). This engagement program has higher representation of those aged 26-59 years (n=638, 60.5%) in comparison to census data (48.5%).

### 4.3. Residential location

Community survey and drop-in participants were asked to provide their residential location. There were a total of 911 responses to this question, with the bulk of participants residing in the Hobsons Bay municipality. Table 8. shows the breakdown of participation by residential location in comparison to census data.

Altona-Seaholme (n=156, 17.1%), Williamstown (n=150, 16.5%) and Newport (n=168, 16.5%) were all overrepresented in this engagement in comparison to the Census data. Altona Meadows (n=119, 13.1%), Altona North (n=78, 8.6%), Brooklyn (n=5, 0.5%) and Laverton (n=23, 2.5%) were unrepresented in this engagement in comparison to their makeup of the municipality. In response to low participation levels from Laverton, Council conducted targeted social media posts aimed at the region. This outcome may indicate a need to similarly target these regions in future engagements. Participation in this project will be further supported during Phase 2 deliberation, with a group being selected to adequately represent the Hobsons Bay community.

**Table 8. Participation by residential location**

Residential location	No.*	%	2021 Census %
Altona - Seaholme	156	17.1	14.8
Altona Meadows	119	13.1	20.2
Altona North	78	8.6	14.2



Residential location	No.*	%	2021 Census %
Brooklyn	5	0.5	2.2
Laverton	23	2.5	5.2
Newport	168	18.4	15
Seabrook	36	4	5.4
South Kingsville-Spotswood	54	5.9	5.4
Williamstown	150	16.5	12.7
Williamstown North	19	2.1	4.8
Other areas outside Hobsons Bay	103	11.3	-
<b>TOTAL</b>	<b>911</b>	<b>100</b>	<b>100</b>

Data sources: Survey, drop-ins. Data source for 2021 Census data is <https://profile.id.com.au/hobsons-bay/population?WebID=200>

In terms of locations outside of Hobsons Bay there were 103 responses, with 51 areas mentioned, the most common being Wyndham (n=20), Yarraville (n=10), and Tarneit (n=5).

#### 4.4. Connection to the project

Survey participants were asked to share their connection to Hobsons Bay and were able to select as many as apply. There were a total of 1,399 responses to this question from 813 participants.

**Table 9. Participants' connection to Hobsons Bay**

Engagement Activity	No.	%
I live here	449	51
I work here	141	17.4
I study here	22	2.9
I own a business here	32	3.5
I visit the parks, sporting fields, coastal areas or shop here	222	25.3
<b>TOTAL</b>	<b>1,399</b>	<b>100</b>

Data source: Community survey

\*Note: This total represents survey participants and is not indicative of the wider municipality.

The highest level of participation can be seen from those living in Hobsons Bay, with visitors and workers also among the highest connections. Certain areas of Hobsons Bay (parks, sport centres, shops) are likely to attract those living in surrounding municipalities which may explain the high number of visitor connections.

#### **4.5. Submissions to Council**

Three email submissions were made to Council, one from the Cancer Council, one from a representative of Bayfit Actively Ageing Advisory Group and one joint submission from local environment groups: Friend of Newport Lakes, Friends of Skeleton Creek and Altona Bay Wetlands, Friends of Truganina Wetlands, Grassy Plains Network, Hobsons Bay Wetlands Centre, Truganina Explosives Reserve Preservation Society (TERPS).

The Cancer Council specifically recommended the planning of UV protection and shaded areas in public spaces to reduce the risk of skin cancer and provide safe and comfortable public spaces as the climate changes.

The Bayfit submission highlighted the need for specific planning for seniors within the new Council and Health and Wellbeing plan including:

- Recognition of the importance of seniors and their protective health and wellbeing needs across the city by a dedicated section within Council and Health and Wellbeing Plans
- Explicit policies and programs to address these needs
- An ongoing mechanism by which the views of seniors can be accessed to inform Council actions for example; Reference Group, a dedicated Council Officer.
- The co-development, marketing and widespread roll-out of dedicated programs that enhance active ageing for different cohorts.
- Programs offered at low or no cost with resources also devoted to addressing mobility and other accessibility challenges

The environmental groups submission called for better integration of the Council Plan with other existing strategic documents that support the natural environment and land management across the municipality including:

- Hobsons Bay 2030 Community Vision
- Hobsons Bay Open Space Strategy 2018-2028
- Hobsons Bay Biodiversity Strategy 2024-2034
- Coastal and Marine Management Plan
- Nature in Hobsons Bay 24 February 2025
- Urban Forest Strategy 2020
- Hobsons Bay Industrial Land Management Strategy

Local environment groups asked for continued involvement in the development of the Council Plan and related strategies and pointed to further community engagement opportunities to support land management.

## 5. Key Findings

This broad engagement program aimed to gather feedback on the future directions for the new Council Plan, Financial Plan, Asset Plan and check the currency of the Community Vision statement.

The following sections present the findings from the survey, community drop-in sessions, submissions to Council and stakeholder workshops. Findings are presented in four sections:

- Section 5.1 Community Vision.
- Section 5.2 Council service and facilities priorities.
- Section 5.3 Financial management priorities.
- Section 5.4 Asset priorities.
- Section 5.5 Health and wellbeing.
- Section 5.6 Feedback from children and young people.

### 5.1. Community Vision

The Hobsons Bay Community Vision 2030 was developed by the community in 2017 through a multiphase community engagement process including broad engagement and deliberative engagement.

#### Community Vision Statement

*By 2030, embracing our heritage, environment and diversity, we - the community of Hobsons Bay - will be an inclusive, empowered, sustainable and visionary community, led and supported by a progressive Council of excellence.*

The Vision is broken up into six key priorities:

- Visionary, vibrant, accountable urban planning.
- Community wellbeing and inter-connection.
- Growth through innovation, access to local jobs, technology and education.
- Proactive enrichment, expansion and conservation of the natural and urban environment.
- Activate sustainable practices.
- An accessible and connected community.

#### 5.1.1. Vision Priorities

This engagement sought to test the Vision to ensure it remains relevant and appropriate to community members in the current context. Survey participants were asked whether each of the six key priorities were still important to them and were able to indicate; Very important, neutral, somewhat important, not important. There were a total of 783 responses to this question.

The most important vision priority was 'An accessible and connected community' with 86% of participants selecting either 'important' or 'very important', followed by 'Community wellbeing and inter-connection' with 82% selecting either 'important' or 'very important'.

Participants in this engagement indicated 'Visionary, vibrant, accountable urban planning' was the least important. However, this priority had the most divided responses with 66% selecting 'important' or 'very important', 18% 'not important' or 'somewhat important' and 16% 'neutral'. Table 10 shows the breakdown of responses.

**Table 10. Vision priorities check in**

Priority	Not important	Somewhat important	Neutral or unsure	Important	Very important
An accessible and connected community	12	44	56	313	358
	2%	6%	7%	40%	46%
Community wellbeing and inter-connection	9	68	64	300	342
	1%	9%	8%	38%	44%
Proactive enrichment, expansion and conservation of the natural and urban environment	21	55	101	288	318
	3%	7%	13%	37%	41%
Activate sustainable practices	37	77	122	267	280
	5%	10%	16%	34%	36%
Growth through innovation, access to local jobs, technology and education	16	95	135	313	224
	2%	12%	17%	40%	29%
Visionary, vibrant, accountable urban planning	34	109	127	290	223
	4%	14%	16%	37%	28%

Data source: Surveys

\* Percentages are of the total number of responses for each vision priority

## 5.2. Council Service Priorities

Survey and drop-in session participants were asked to rank services and facilities in order of priority for the next four years (1= most important- 11= least important). All rankings were collated and weighted by the number of responses for each. A low weighted average represents a higher priority (received more 1 votes). Table 11 demonstrates this breakdown.

**Table 11. Community priorities for Council services and facilities**

Council services/facilities	Weighted average rank (lower is better)	Priority (1=higher)
Health and wellbeing community services	4.56	<b>1</b>
Services for children, youth and/or families, older people and people living with a disability	4.43	<b>2</b>
Sports and recreation facilities	5.37	<b>3</b>
Public amenity, dumped rubbish, litter and roadside cleaning	5.48	<b>4</b>
Urban planning and development controls and enforcement	5.62	<b>5</b>
Libraries and community centres	5.75	<b>6</b>
Climate change and sustainability	6.10	<b>7</b>
Arts and culture facilities and events	6.27	<b>8</b>
Rubbish, recycling and hard waste collection	6.32	<b>9</b>
Businesses, tourism and industry support	7.06	<b>10</b>
Car parking	7.87	<b>11</b>

Data source: Survey, drop-in sessions

Health and wellbeing community services was the highest priority across the services ranking followed by services for -children, youth and/or families, older people and people living with a disability and sport and recreation facilities. The Council services that were of lower priority to participants were; business tourism and industry support and carparking.

Participants were then asked to provide the reasoning behind their prioritisation for Council services and facilities. There were a total of 598 free text responses to this question. This feedback has been analysed thematically. Participants often mentioned more than one theme and these mentions have been counted accordingly.

Residents prioritised public amenity, climate action and the environment and health and wellbeing. There was strong demand for upgraded sports facilities, especially for growing junior clubs, and improved parks, footpaths, and drainage. People indicated a need for better

planning to manage development and population growth to ensure roads and infrastructure is able to meet community needs and protect neighbourhood character.

Libraries, arts, and community services are valued for their role in social connection and promoting mental health and wellbeing. Access and equity for children, families, and vulnerable groups were key concerns. Transport issues, especially parking and poor cycling infrastructure, were frequently raised. Some residents urged Council to focus on core services, while others supported broader leadership on sustainability and community wellbeing. Table 12. presents the common themes in detail, including descriptions of participant feedback and verbatim quotes.

**Table 12. Community priorities rationale**

Theme	Description	Verbatim quotes and suggestions
Public amenities, open space and maintenance (n=146)	<ul style="list-style-type: none"> <li>Expand public open spaces (parks, pocket parks, splash parks, playgrounds, dog parks, ensure green space for new residential developments)</li> <li>Safe cycling and pedestrian routes</li> <li>Maintenance of public spaces: high streets, roadsides, parks, footpaths, beaches, dog parks)</li> <li>Disability access across the municipality</li> <li>Maintenance: street sweeping, dumped rubbish, maintenance along major roads.</li> <li>Maintain street trees, public gardens and planting</li> <li>Maintain sporting grounds: resurfacing, mowing</li> <li>Increased amenity in open spaces, streets and beaches: showers, public toilets, shade, public furniture, shelters, bbqs, bus stops,</li> <li>Increased public facilities and buildings</li> </ul>	<p><i>"We need more regular maintenance, especially footpaths. Many have broken Tarred Footpaths and easy for tripping and falling over"</i></p> <p><i>"We should prioritise cleaning up the suburbs that are sometimes forgotten... and lacking easy access for pedestrians"</i></p> <p><i>"skate park, ninja park, pump track, public basketball courts- things aimed at our late primary school and high school aged youth"</i></p> <p><i>"As I look around the City of Hobsons Bay I am disappointed as to the deteriorated state of our public amenities."</i></p>
Climate change, sustainability and the environment (n=130)	<ul style="list-style-type: none"> <li>Addressing climate change: green energy, community education and awareness,</li> <li>EV charging infrastructure</li> <li>Community batteries, solar panel schemes, sustainable energy incentives</li> <li>Resilience, disaster risk reduction education and planning: sea level</li> </ul>	<p><i>"Action on Climate Change is extremely urgent. Council must protect our special and unique places along the coastline not only for people but for all the species that live here too"</i></p> <p><i>"For Climate change my</i></p>

Theme	Description	Verbatim quotes and suggestions
	<p>rise, flooding, extreme temperatures</p> <ul style="list-style-type: none"> <li>• Urban canopy: greening neighbourhoods, roadsides, public land and reserves</li> <li>• Stricter environmental control and sustainable design in the planning scheme</li> <li>• Air quality concerns</li> <li>• Reducing industrial pollution</li> <li>• Supporting biodiversity, local flora and fauna, wildlife and coastal habitats</li> <li>• Protecting waterways and coasts</li> </ul>	<p><i>priority is revegetation and better care of our waterways and parks to help threatened species and to restore our locality from long term contamination and industry pollution."</i></p> <p><i>"Climate change places the community in danger in so many ways - extreme heat, flash flooding, coastal inundation, food insecurity and cost rises. We need to urgently build resilience both in public spaces and households"</i></p>
Health and wellbeing (n=124)	<ul style="list-style-type: none"> <li>• Access to health services</li> <li>• Mental health programs, youth mental health</li> <li>• Healthy eating, access to affordable healthy food</li> <li>• Active living; investment in sport and recreation pathways, programming and facilities</li> <li>• Support services and community programs for people with disability and chronic illnesses</li> <li>• Early intervention, preventative health services</li> <li>• Healthy ageing services; support at home, meals on wheels, active seniors programs</li> <li>• Addressing health impacts of air quality</li> </ul>	<p><i>"I work in youth mental health and Hobson's Bay are in dire need of more services for our young people, particularly around mental health and connection to community"</i></p> <p><i>"Our area has additional challenges with air pollution being a key factor- we need Council to help us keep this on the agenda for a healthier area"</i></p> <p><i>"With young children, support via maternal health and specialists is very important"</i></p>
Community services and programs (n=116)	<ul style="list-style-type: none"> <li>• Youth and children's services and activities</li> <li>• CALD programs</li> <li>• Support services for vulnerable people</li> <li>• Services for people with disabilities</li> <li>• Seniors programs and service</li> <li>• Improved library programming</li> <li>• Community centres</li> <li>• Healthy ageing services</li> <li>• Support with the cost of living</li> </ul>	<p><i>"More customised services and spaces for seniors in community, recreation, library and art settings"</i></p> <p><i>"Services for various groups within our community which may be disadvantaged or where services are lacking"</i></p> <p><i>"I would love to see the Altona Library - baby time"</i></p>

Theme	Description	Verbatim quotes and suggestions
	<ul style="list-style-type: none"> <li>Improved facilities for community programs</li> <li>LGBTQIA+ programs</li> <li>Programs and activities that support social connection and belonging</li> </ul>	<i>and story time sessions back on a Tuesday</i>
Sport and recreation facilities (n=113)	<ul style="list-style-type: none"> <li>Improved sports facilities, maintenance and upgrades (clubrooms, courts, playing surfaces)</li> <li>Expand sports facilities to service increasing demand</li> <li>Aquatics facilities: improve and expand</li> </ul>	<i>"I wanted to prioritize having a swimming pool in Altona Meadows as well as a gym connected to it"</i>  <i>"Improved access to grounds and infrastructure for growing clubs like NPJFC"</i>
Urban Planning and Development (n=108)	<ul style="list-style-type: none"> <li>Urban renewal and revitalisation</li> <li>Developing high streets and shopping precincts</li> <li>Ensuring infrastructure, roads, parking, public transport and facilities to service population growth and new developments</li> <li>Building height restrictions</li> <li>Urban greening</li> <li>Diversity in housing supply (small-large family homes)</li> <li>Faster permit approval</li> <li>Better planning for flooding</li> <li>Disability access</li> <li>Connectivity between neighbourhoods</li> <li>Active transport links</li> <li>Affordable housing</li> <li>Transition from industrial to residential land</li> <li>Retaining local character and heritage</li> <li>Placemaking for areas between major roads</li> <li>Sustainable urban design and planning</li> </ul>	<i>"Stringent building application requirements around height appropriateness, confirmed occupation of people/dwellers and proprietors should be assured before approval".</i>  <i>"I prioritised Urban Planning Development and Controls as it is really important to me to have liveable, walkable and safe outdoor areas for my family"</i>  <i>"Increased density dwellings (recent and future) have advanced the need for future planning of services and access to the Council area"</i>
Roads and transport (n=86)	<ul style="list-style-type: none"> <li>Overreliance on driving; increase public transport linkages: more bus services, more train stations</li> <li>Safe cycling and pedestrian links</li> </ul>	<i>"The local traffic has been severely impacted by the vehicles at the new apartment , the new traffic"</i>



Theme	Description	Verbatim quotes and suggestions
	<ul style="list-style-type: none"> <li>• Road maintenance</li> <li>• Road widening to accommodate for population growth and car parking</li> <li>• Road expansion; reduce traffic and congestion and thoroughfares on suburban streets</li> <li>• Road safety: traffic calming, improving safety at intersections and in suburban streets.</li> <li>• Provision of parking on residential streets, new developments must have off street parking</li> <li>• Provision of parking: Train stations, high streets</li> <li>• Reduce parking fees, provide parking permits, more free parking</li> </ul>	<p><i>lights at Birmingham and Melbourne Rd (which sends vehicles up Birmingham from the new Woolworths) and building works".</i></p> <p><i>"The urban development is a concern, new townhouses on Kororoit Creek Rd are not accounted for when it comes to road or parking development".</i></p> <p><i>"Lack of car parking in the Williamstown Shopping and Nelson Place has always been an issue and needs to be addressed and consideration to scrapping parking metres would also help".</i></p> <p><i>"Wish to see traffic calming measures improved and upgraded on Maddox Road"</i></p>
Rubbish, Recycling & Hard Waste Collection (n=78)	<ul style="list-style-type: none"> <li>• Improved waste services: more frequent collections, soft plastics recycling, expand FOGO</li> <li>• Improved waste education: 4 bin system, how to recycle, FOGO</li> <li>• Public bins</li> <li>• Removal of dumped rubbish/enforcement illegal dumping</li> <li>• More frequent, free hard rubbish collections</li> </ul>	<p><i>"Dumped rubbish is everywhere and the roads flood when it rains"</i></p> <p><i>"Free hard waste collection quarterly which will also reduce rubbish being dumped in streets".</i></p> <p><i>"disappointing when green bin collection reverted to weekly collection - we need to apply the environment / climate change lens to all decisions and recognise that behaviour change takes time!"</i></p>
Arts, culture and events (n=66)	<ul style="list-style-type: none"> <li>• Invest in arts and culture to promote community wellbeing</li> <li>• Events to bring people together and attract visitors</li> <li>• Public arts, sculptures beautify the</li> </ul>	<p><i>"Arts and culture is important to the social fabric of our community. It should be a very important part of the new Council plan - particularly building on the</i></p>

Theme	Description	Verbatim quotes and suggestions
	<ul style="list-style-type: none"> <li>municipality</li> <li>Community arts, writers and music programs</li> <li>Local opportunities for artists and performers</li> <li>Invest in local arts facilities, performance spaces, galleries and community hubs</li> </ul>	<p><i>success of the impact of The Substation and its resident organisations”.</i></p> <p><i>“I work with the community members who utilise arts and community centre facilities each week. These facilities are essential for a wide cross-section of our community to thrive and be healthy.”</i></p>
Business and Industry support (n=60)	<ul style="list-style-type: none"> <li>Increase offering of local neighbourhoods and high streets: independent shops, groceries, cinemas, cafes, restaurants</li> <li>Placemaking and urban renewal to support development of high streets and sustainable businesses</li> <li>Free parking to support businesses</li> <li>Investment attraction</li> <li>Support local business: grants, incentives, support with the cost of living</li> <li>Provide local employment pathways, youth employment</li> <li>Support tourism and the arts to promote local business</li> </ul>	<p><i>“Pier St is tired and could actually do with considerable brightening up, before you even consider sustainable businesses”</i></p> <p><i>“There really aren’t that many places to take my mates in this area, I usually head to other Council areas for bars, cafes and shopping - this is very much a family area, not one for young adults, but a lot of young adults live here!”.</i></p>
Council Organisation and governance (n=43)	<ul style="list-style-type: none"> <li>Even investment across the municipality</li> <li>More opportunities for community engagement in decision making</li> <li>Improve internal governance, staffing and spending</li> <li>Value for money in Council spending</li> <li>Accountability and transparency in decision making</li> <li>Prioritise locals over tourists</li> <li>Focus on core mandated services; “Roads rates rubbish”</li> <li>Council should focus on more than mandated services, advocate for community health, climate sustainability</li> <li>Climate change and sustainability</li> </ul>	<p><i>“Also a fairer sharing of the \$\$ across all the suburbs, rather than some suburbs only getting a much smaller share/investment.”</i></p> <p><i>“It is not the job of Council to worry about climate change (for example) I’d far rather they concentrate public amenities etc”</i></p> <p><i>“Focusing on core Council items. Aiming to get the basic services right before expanding and focusing on other items”</i></p> <p><i>“I would like to see more</i></p>

Theme	Description	Verbatim quotes and suggestions
	<p>not within the local government remit</p> <ul style="list-style-type: none"> <li>Comments surrounding the structure of the Council Plan and community engagement; concerns about prioritisation of equal Council services, divesting from particular services to support others, leading questions.</li> </ul>	<i>transparent processes within the Council.</i>
Other mixed responses (n=88)	<ul style="list-style-type: none"> <li>Community safety concerns (13)</li> <li>Domestic animal management (4)</li> <li>Rational behind decision making, general comments e.g: <i>"Based on my own personal values and what I believe would be best for the area".</i></li> </ul>	

Data source: survey and drop-in sessions

Table 13 shows the viewpoints of males versus females and participants of different age groups, with regards to Council service priorities. Compared to men, women ranked libraries and community centres and climate change and sustainability as higher priorities. Men ranked sport and recreation facilities much higher than women. Looking at age groups, older community members were less likely to prioritise climate change and sustainability than younger people. Sport and recreation was also more of a priority for young people, with the 60+ age bracket ranking sport as one of their lowest priorities. Urban planning and development controls were more important for older participants in this engagement program.

**Table 13. Comparison of feedback service prioritisation - gender and age**

Priority (1=higher)	Gender and broad age groups					
	Males	Females	< 18 years	18-34 years	35-59 years	60+ years
Health and wellbeing community services	5	2	3	2	2	2
Services for children, youth and/or families, older people and people living with a disability	2	1	1	1	1	1
Sports and recreation facilities	1	7	4	6	3	9
Public amenity, dumped rubbish, litter and roadside cleaning	3	4	5	8	4	3
Urban planning and development controls and enforcement	4	5	9	7	5	4
Libraries and community centres	7	3	7	3	7	5
Climate change and sustainability	10	6	2	4	9	6
Arts and culture facilities and events	8	8	8	9	6	8
Rubbish, recycling, hard waste collection	6	9	6	5	8	7
Businesses, tourism and industry support	9	10	10	10	10	11
Car parking	11	11	11	11	11	10

Data source: Surveys. The number of people in each sub-group was: males n=328, females n=543, under 18 years n=159, aged 18-34 years n=159, aged 35-59 years n=505, aged 60+ years n=185.

Table 14 shows the viewpoints of participants living in different parts of the municipality, people with a disability or a carer, and people from culturally diverse backgrounds. The West region was defined as Altona Meadows, Laverton and Seabrook. The Central region was defined as Altona, Altona North, Brooklyn and Seaholme. The East region was defined as Newport, South Kingsville, Spotswood, Williamstown and Williamstown North.

Participants with a disability, prioritised libraries and community centres as a high priority, as was arts culture and events, in comparison to the broader community. This was a lower priority for culturally diverse groups who prioritised youth services, health and wellbeing and public amenity above other services. All groups prioritised business, tourism and carparking the lowest. Participants in the central suburbs prioritised sport and recreation facilities lower than other areas in the municipality. Rubbish, recycling and hard waste were more commonly an issue for western and central suburbs than other areas.

**Table 14. Comparison of feedback service prioritisation- suburbs and target groups**

Priority (1=higher)	Suburbs and other target groups					
	With a disability /carer	Culturally diverse	Suburbs - west	Suburbs - central	Suburbs - east	Outside Hobsons LGA
Health and wellbeing community services	2	2	3	2	2	1
Services for children, youth and/or families, older people and people living with a disability	1	1	1	1	1	2
Sports and recreation facilities	8	4	4	6	3	3
Public amenity, dumped rubbish, litter and roadside cleaning	5	3	2	5	5	9
Urban planning and development controls and enforcement	7	5	6	3	4	7
Libraries and community centres	3	6	7	8	6	4
Climate change and sustainability	6	9	9	9	7	5
Arts and culture facilities and events	4	7	8	7	8	6
Rubbish, recycling, hard waste collection	9	8	5	4	9	8
Businesses, tourism and industry support	10	10	10	10	10	10
Car parking	11	11	11	11	11	11

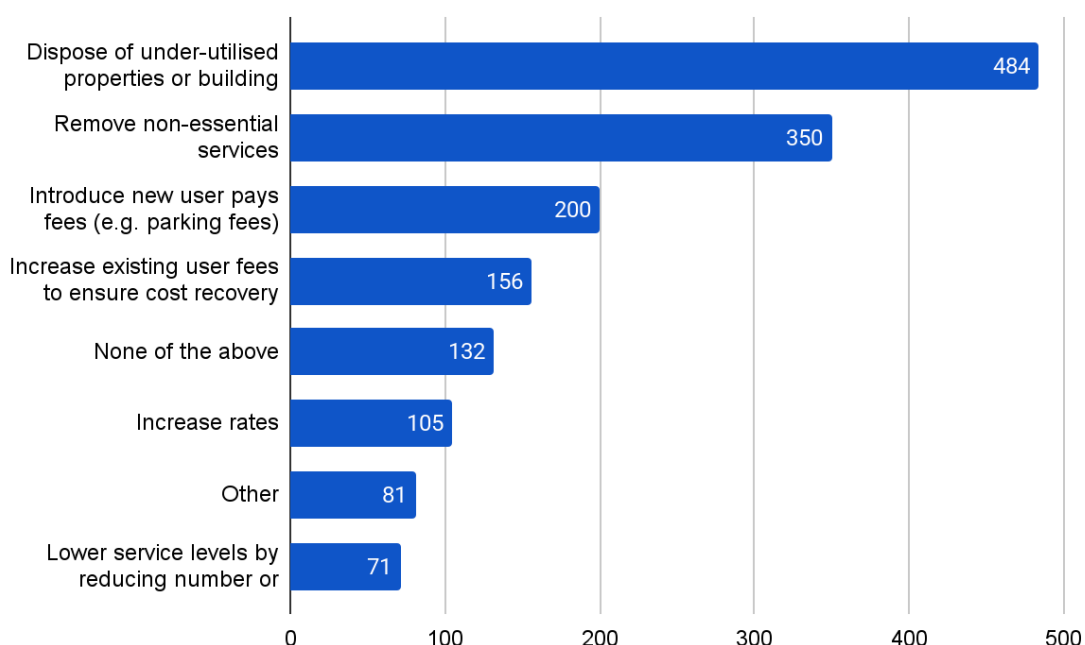
Data source: Surveys.

The number of people in each sub-group was: West n=178, Central females n=156, East n=474, Outside Hobsons n=103, disability/carer n=75, culturally diverse n=247.

### 5.3. Financial Management

Participants in the surveys and at drop-in sessions were asked the question: ‘*To balance financial constraints, what cost savings and/or revenue raising methods would you prefer Council to prioritise?*’. Participants were able to select as many that applied from a list of options. There were a total of responses to this question. Overall the top financial management priority was disposing of under-utilised buildings and facilities (n=484), followed by removing non-essential services (n=350) and introducing user-pays fees (n=200). Figure 1 presents this breakdown.

**Figure 1. Community priorities for financial management**



Data source: Surveys and drop-in sessions. Multi-response question.

Participants were able to select ‘other’ and provide a free text response under financial management priorities. These 81 responses were categorised into common themes:

- Reduce spending/raise income (n=29).
- Reducing salaries, staff, Councillors (n=22).
- Different ways to manage or set rates (n=16).
- Not relevant/out of scope comments (n=8).
- Charges to others/other ways (n=5).
- Advocacy (n=4).
- Reiterate choices (n=4).

Participants were then asked to provide the reasoning behind their selections. There were a total of 440 free text responses to this question. This feedback has been analysed thematically with common themes presented in Table 15.

**Table 15. Community priorities for financial management - rationale**

Theme	Inclusions	Verbatim quotes and suggestions
Council revenue and spending (n=292)	<ul style="list-style-type: none"> <li>• Rates and Taxes</li> <li>• User Fees and Charges</li> <li>• Transparency and Accountability</li> <li>• Wage and Salary Costs</li> <li>• Financial sustainability</li> </ul>	<p><i>"Increase in rates would disadvantage the less wealthy."</i></p> <p><i>"Don't care if you add parking fees, but charge those outside of the Council and let the locals park free."</i></p> <p><i>"Community participatory budgeting, transparency and not just looking at the \$"</i></p>
Infrastructure and Services (n=214)	<ul style="list-style-type: none"> <li>• Roads and Infrastructure</li> <li>• Service Access and Cuts</li> <li>• Reducing wastage</li> </ul>	<p><i>"We need to streamline and redefine our assets and services without affecting ratepayers' pockets."</i></p> <p><i>"Many service providers appear to be allowed to provide a low level of service across a slow or inefficient time frame."</i></p>
Environment and Transport (n=56)	<ul style="list-style-type: none"> <li>• Active Transport</li> <li>• Public Transport</li> </ul>	<p><i>"Making driving less attractive by making parking more expensive will encourage people to think twice about driving, especially for trips under one kilometre away from home."</i></p> <p><i>"I suggest that the Council should upgrade the public transport system and offer incentives to encourage people to use it."</i></p> <p><i>"Climate change warrants urgent attention. Much needs to be done to mitigate negatives and capture positives."</i></p>
Community and Social Outcomes (n=45)	<ul style="list-style-type: none"> <li>• Mental Health and Wellbeing</li> <li>• Cost of Living and Affordability</li> <li>• Equity and Inclusion</li> </ul>	<p><i>"prioritised building things like wellbeing centres for the disabled or youth centres."</i></p> <p><i>"I feel like the average resident can't afford another price increase on anything else. Cost of living is epic right now."</i></p> <p><i>"I have a disability and parking is such a problem I tend to go to Altona Meadows. I would happily shop in Altona but it's difficult."</i></p>
Facilities and Assets (n=28)	<ul style="list-style-type: none"> <li>• Public Facilities</li> <li>• Facility Disposal</li> </ul>	<p><i>"Under-utilised properties or building facilities can have a significant negative impact on the surrounding area."</i></p>

		<i>"An audit should be completed to review under-utilised properties or building facilities and achieve cost savings by selling such assets off."</i>
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Data source: Survey and drop-in sessions

Whilst the majority of respondents discussed the downfalls of increased rates and taxes in their free text responses, this was compounded by those either agreeing with the increase, or more often agreeing under certain circumstances. Some of these circumstances included supporting an increase of rates/tax where this supports a greater level of public services, rates/taxes directed toward those with vehicles or heavy vehicles parked on public land, if it improves quality of life and community services, and conducting internal efficiency and cost audits prior to the decision.

In addition to this, participants often recommended a higher degree of accountability in terms of spending, including Council being more transparent with the costs of projects and communicating tangible benefits of rates.

Categories under infrastructure and services experienced a significant crossover, with many discussing a need to shift budget from unnecessary or overly costly road related infrastructure to necessary services, parks and gardens and footpaths to promote accessibility. Participants often backed essential services and were generally open to reassessing "non-essential" services, however, a number of participants were seeking more clarity on how a non-essential service is determined.

Active and public transport was often referenced alongside parking fees, with some participants recognising the potential benefits of making parking less accessible. To support a decrease in personal car travel and parking, participants suggested improving the public transport system and providing more accessible active transport routes.

Participants most often discussed cost of living and resident financial issues when discussing rates, fees and taxes. Increasing these was seen to be unfair on already struggling community members, with rates already being seen as high in the area. The majority of comments in relation to the disposal of underused assets and facilities were in support of the idea, finding it beneficial in raising revenue without directly impacting the public.

Table 16 shows the viewpoints of males versus females and participants of different age groups, with regards to the proposed financial management options. There was little marked difference between women and men's preferred revenue raising options. Introducing user pays fees was less popular with younger people, who preferred increasing rates than older people. Lowering service levels was also more acceptable for younger people by a small margin. All age groups preferred disposing of underutilised properties and facilities and removing non-essential services over other measures.



**Table 16. Comparison of opinions on financial management - gender and age**

Cost savings and/or revenue raising priorities	Gender and broad age groups					
	Males %	Females %	< 18 years %	18-34 years %	35-59 years %	60+ years %
Increase rates	8	7	8	11	6	7
Introduce new user pays fees	13	13	7	17	13	14
Increase existing user fees	10	11	7	11	10	12
Lower service levels	5	5	8	6	4	3
Remove non-essential services	24	23	31	18	24	25
Dispose of under-utilised properties or facilities	30	34	24	32	35	29
None of the above	10	8	15	5	7	10
<b>TOTAL responses</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

Data source: Surveys. Multi-response question.

The number of people in each sub-group was: males n=328, females n=543, under 18 years n=159, aged 18-34 years n=159, aged 35-59 years n=505, aged 60+ years n=185.

Table 17 shows the viewpoints of participants living in different parts of the municipality, people with a disability or a carer, and people from culturally diverse backgrounds. The West region was defined as Altona Meadows, Laverton and Seabrook. The Central region was defined as Altona, Altona North, Brooklyn and Seaholme. The East region was defined as Newport, South Kingsville, Spotswood, Williamstown and Williamstown North.

Both CALD and disability groups did not prioritise lowering service levels in order to save money. Participants with a disability were more supportive of increasing rates than other groups. There was not a marked difference in cost saving priorities across residential locations apart from central suburbs where there was higher prioritisation of introducing user pays initiatives.

**Table 17. Comparison of opinions on financial management - suburbs and other target groups**

Cost savings and/or revenue raising priorities	Suburbs and other target groups					
	With a disability /carer %	Culturally diverse %	Suburbs - west %	Suburbs - central %	Suburbs - east %	Outside Hobsons LGA %
Increase rates	11	7	6	6	8	10
Introduce new user pays fees	15	16	15	21	10	15
Increase existing user fees	14	10	11	11	10	11
Lower service levels	4	6	5	5	5	4
Remove non-essential services	18	23	25	22	24	21
Dispose of under-utilised properties or facilities	24	32	30	30	35	30
None of the above	15	5	9	6	8	8
<b>TOTAL responses</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

Data source: Surveys. Multi-response question.

The number of people in each sub-group was: West n=178, Central females n=156, East n=474, Outside Hobsons n=103, disability/carer n=75, culturally diverse n=247.

## 5.4. Asset Priorities

Participants in surveys were asked to prioritise Council assets in order of importance for investment for the next four years (1= most important-6= least important). All rankings were collated and weighted by the number of responses for each. Participants at community drop-ins were also asked about their priorities for Council assets. For this activity, participants were able to spend three dollars, allocating their money to their top assets. Table 18 demonstrates this breakdown.

**Table 18. Assets priorities for investment**

Assets for investment	Surveys		Drop-ins	
	Weighted average rank (lower is better)	Priority (1=higher)	Selections (count)	Priority (1=higher)
Parks, reserves, and playgrounds (open space, fences, BBQs, furniture)	2.85	<b>1</b>	155	<b>1</b>
Roads	3.38	<b>2</b>	116	<b>3</b>
Community buildings (kindergartens, community centres, libraries)	3.40	<b>3</b>	131	<b>2</b>
Walking and cycling paths	3.46	<b>4</b>	72	<b>4</b>
Stormwater drainage	3.81	<b>5</b>	47	<b>5</b>
Sportsgrounds and pavilions	4.09	<b>6</b>	70	<b>6</b>

Data source: Surveys and drop-ins

Overall the highest priority was parks, reserves and playgrounds, followed by roads and community buildings. drop-in participants placed higher priority on community buildings and sportsgrounds and pavilions than survey participants. This may have been due to the locations chosen for drop-in sessions, many of which were conducted at community centres and other public buildings and at sports facilities.

Table 19 shows the viewpoints of males versus females and participants of different age groups, with regards to assets. Men prioritised roads and sports grounds much higher in comparison to women who preferred community buildings. Older people prioritised roads more than younger people who preferred community buildings and sportsgrounds higher.

**Table 19. Comparison of feedback on assets for investment - gender and age**

Assets for investment Priority (1=higher)	Gender and broad age groups					
	Males	Females	< 18 years	18-34 years	35-59 years	60+ years
Roads	2	4	5	4	2	2
Stormwater drainage	6	5	6	5	6	3
Community buildings	5	2	1	3	4	4
Walking and cycling paths	3	3	3	2	3	5
Parks, reserves, playgrounds	1	1	2	1	1	1
Sportsgrounds, pavilions	4	6	4	6	6	6

Data source: Surveys. The number of people in each sub-group was: males n=328, females n=543, under 18 years n=159, aged 18-34 years n=159, aged 35-59 years n=505, aged 60+ years n=185.

Table 20 shows the viewpoints of participants living in different parts of the municipality, people with a disability or a carer, and people from culturally diverse backgrounds. The West region was defined as Altona Meadows, Laverton and Seabrook. The Central region was defined as Altona, Altona North, Brooklyn and Seaholme. The East region was defined as Newport, South Kingsville, Spotswood, Williamstown and Williamstown North.

Roads were the highest priority for those living in western suburbs, which was prioritised in the middle for other areas. Stormwater drainage was of more importance to central areas in comparison to other suburbs. All areas prioritised parks, reserves and playgrounds.

**Table 20. Comparison of opinions on assets for investment - suburbs and other target groups**

Assets for investment Priority (1=higher)	Suburbs and other target groups					
	With a disability /carer	Culturally diverse	Suburbs - west	Suburbs - central	Suburbs - east	Outside Hobsons LGA
Roads	4	3	1	4	3	4
Stormwater drainage	5	5	5	2	6	5
Community buildings	1	4	3	3	5	1
Walking and cycling paths	3	2	4	5	2	3
Parks, reserves, playgrounds	2	1	2	1	1	2

	Suburbs and other target groups					
Assets for investment Priority (1=higher)	With a disability /carer	Culturally diverse	Suburbs - west	Suburbs - central	Suburbs - east	Outside Hobsons LGA
Sportsgrounds, pavilions	6	6	6	6	5	6

Data source: Surveys.

The number of people in each sub-group was: West n=178, Central females n=156, East n=474, Outside Hobsons n=103, disability/carer n=75, culturally diverse n=247.

## 5.5. Health and wellbeing

Survey and drop-in participants were asked the question; 'What are the most important factors affecting health and wellbeing for you and/or your family that Council should consider working on over the next four years?'. Participants were asked to rank in order of priority from 1-11 (1= most important- 10=least important. All rankings were collated and weighted by the number of responses for each. Table 21 demonstrates this breakdown.

**Table 21. Community health and wellbeing priorities**

Health and wellbeing factors	Weighted average rank (lower is better)	Priority (1=higher)
Feeling safe in your community	3.16	1
Social and community connections	4.41	2
Access to mental health and wellbeing support advice	4.44	3
Affordable and healthy food	4.54	4
Access to physical health and wellbeing support	4.68	5
Family violence	5.77	6
Homelessness/rough sleeping	5.79	7
Health impacts of climate change	6.23	8
Alcohol and other drugs	6.82	9
Tobacco and vaping	7.61	10

Data source: Surveys and drop-in sessions

Overall the highest priority was feeling safe in the community, by a significant margin, followed by social and community connections and access to mental health and wellbeing services. Participants recognised there were safety issues in their community that required a

holistic response. Feedback in free text responses largely linked community safety to other health and wellbeing activities like early interventions for mental health, family violence, alcohol and other drug issues and also community connection and engagement in activities and programs for youth in particular. Community members also understood the roles of Council in addressing health and wellbeing were varied, from providing a safe and well planned ensuring good determinants of health to advocacy for health services and specific health interventions.

Participants were then asked the open-ended question; 'What one thing can Council do, to improve the everyday health and wellbeing of you and/or your family?'. There were a total of 732 responses to this question. Themes have been coded under Council Plan and Health and Wellbeing themes. The most common themes that emerged from community feedback were Council Infrastructure and Open Space (n=317) , Community Safety (n=143) and Health and wellbeing (n=129). Table 22 presents the detail under each of the common themes mentioned.

**Table 22. Community ideas and suggestions for Council**

Theme	Description	Verbatim quotes and suggestions
Council Infrastructure and Open Space (n=318)	<p>Support health and wellbeing through the built environment and open space.</p> <ul style="list-style-type: none"> <li>• Improve, maintain or expand public open space and amenities (n=91)</li> <li>• Improve, maintain or expand Council facilities (community hubs, sports facilities, sports grounds, aquatics facilities)</li> <li>• Improve, maintain or expand pedestrian paths, pedestrian crossings, walking trails and bike lanes (n=59)</li> <li>• Roads (maintenance, expansion, traffic calming, road safety, enforcement for hoon driving, traffic congestion, road closures) (n=39)</li> <li>• Parking: improve parking residential streets and public places, local parking permits, free parking (n=21)</li> <li>• Urban planning to promote health and wellbeing (on street congestion, reduce high density development, active transport routes, access to open space, community amenity and</li> </ul>	<p><i>"Improve the standards at parks, playgrounds and sporting facilities"</i></p> <p><i>"Invest in additional aquatic facilities or facilitate community sport/fitness activities that cater to working adults"</i></p> <p><i>"Better bike lanes"</i></p> <p><i>"More speed humps around schools because parents are rushing in the morning e.g. Seabrook Primary School"</i></p> <p><i>"Ensure good urban &amp; building design as our city increases in density and population, eg short distances and easy access to open spaces &amp; community facilities including shops"</i></p> <p><i>"Make our suburb cleaner therefore healthier for all"</i></p>

	<p>infrastructure to support population growth, community engagement and First Nations engagement in development processes) (n=19)</p> <ul style="list-style-type: none"> <li>• Maintenance: dumped rubbish, clean streets, street trees, paths, timeliness (n=14)</li> <li>• Improve drainage (n=7)</li> <li>• Care for, repurpose or sell underutilised assets (n=4)</li> </ul>	
Community Safety (n=143)	<p>Increase community safety:</p> <ul style="list-style-type: none"> <li>• Public safety: lighting, CCTV, police presence, community safety groups, antisocial behaviour, AOD issues, public violence, theft (n=109)</li> <li>• Homelessness support services, food banks, enforcement, other interventions (n=27)</li> <li>• Family violence support services (n=9)</li> </ul>	<p><i>"Feeling safe as a senior person is my priority"</i></p> <p><i>"There are so many homeless and sometimes drunk or aggressive people in the everyday places (around parks and supermarkets) making it feel so unsafe!!!"</i></p> <p><i>"Ensure running / walking paths feel safe for women. This could be helped by including more light and less seclusion."</i></p>
Health and wellbeing priorities (n=129)	<p>Increase health and wellbeing through specific initiatives:</p> <ul style="list-style-type: none"> <li>• Healthy food: access to healthy and affordable food, community gardens, community food programs, free fruit, school programs (n=38)</li> <li>• Improved access to mental health services: youth services, affordable services, local services (n=34)</li> <li>• Reducing harm from smoking/vaping: smoking bans, remove cigarette and vape shops, public education (n=19)</li> <li>• Reduce alcohol and other drug harm (n=18)</li> <li>• Promote active living; community education, events, come try days (n=20)</li> </ul>	<p><i>"Council could run a free wellness event at Logan reserve/the beach. Including education, demos, health or fitness classes, cooking demos, fitness comps etc. Make it a big community event focused on bringing people together for the right reasons"</i></p> <p><i>"Address drug affected people in the community to increase feeling of safety on the street"</i></p> <p><i>"Get rid of the smoking and vaping shops"</i></p> <p><i>"Provide better mental health support in the community"</i></p> <p><i>"Remove unhealthy food options at Council facilities e.g. pool kiosk"</i></p>

Community programs and services (n=116)	<p>Support health and wellbeing by providing fair access to services and support programs (Council and partners):</p> <ul style="list-style-type: none"> <li>• Increase/ support community services programs: Community hubs, CALD programs, Libraries, MCHN, Immunisation, arts, Bay program, supporting community-led programs (partnership, clubs, volunteers) (n=41)</li> <li>• Social connection programs (n=29)</li> <li>• Healthy ageing (U3a, seniors programs, Meals on Wheels, cleaning, social support) (n=20)</li> <li>• Inclusion across community programs (CALD, First Nations, LGBTQIA+) (n=10)</li> <li>• Youth programs (n=9)</li> <li>• Increased disability services/ programs/ access (n=6)</li> </ul>	<p><i>“Keep having english as a second language classes at Laverton Hub”</i></p> <p><i>“Fridays by the Bay - these services are essential for social connection”</i></p> <p><i>“A rainbow action plan”</i></p> <p><i>“Disability support. Hobsons Bay doesn’t even have a disability officer!”</i></p> <p><i>“Help for carers”</i></p> <p><i>“More funding for seniors - particularly for active, healthy aging, Meals on Wheels and activities for social connection”</i></p> <p><i>“Kids need more activities to keep them off the streets e.g. after school activities”</i></p>
Environment, Sustainability and Waste (n=79)	<p>Support health and wellbeing by protecting the natural environment:</p> <ul style="list-style-type: none"> <li>• Environment &amp; sustainability: Increase canopy and tree planting, protect waterways and beaches, stronger governance of pollution and industry, improve air quality, wildlife corridors, protect and increase biodiversity, greening suburbs and major roads, flood mitigation, climate change mitigation, community sustainability initiatives (solar panels/community batteries) (n=68)</li> <li>• Waste management: soft plastics recycling, circular economy initiatives, improved Council waste services, dumped rubbish, public bins (n=10)</li> </ul>	<p><i>“Education programs about rubbish dumping to explain where it ends up (oceans, birds habitats etc.)”</i></p> <p><i>“Community swaps markets”</i></p> <p><i>“Pollution control from industrial areas - Brooklyn. And filters on tunnel Westgate”</i></p> <p><i>“To plant and establish gardens, groves, woodlands and forests everywhere. A tiny forest can be the size of a car parking spot, a tennis court, or a street verge. Imagine the possibilities”</i></p> <p><i>“We are very concerned about the health of the environment and how that impacts our health. One thing</i></p>



		<i>we'd love to have more of is (native) trees in the parks and along main roads to improve air quality"</i>
Council organisation (n=73)	<p>Feedback on Council internal services and governance:</p> <ul style="list-style-type: none"> <li>• Council internal operations: stick to core functions, First Nations leadership, reduce rates, reduce Council staff, reduce consultants, adaptable planning, accountability and transparency in decision making (n=72)</li> <li>• Improved Council communications: whats on information, paper based information for older residents, improved Council website, better advertisement of local news, programs and events.</li> <li>• Increase community engagement opportunities (n=16)</li> <li>• improve consultation processes (n=14)</li> </ul>	<p><i>"Unity, to work together and to get jobs to female and male"</i></p> <p><i>"Most of these are not core business of the Council"</i></p> <p><i>"Continue to ban outdoor fire pits and enforce the bans now. Not sure if any of the above are really the responsibility of Council"</i></p> <p><i>"Council website is not easy to navigate. Especially when the waste bins are not collected. Brisbane City Council is amazing to navigate"</i></p>
Advocacy (n=43)	<p>Advocate for:</p> <ul style="list-style-type: none"> <li>• Improved health services: access to affordable hospitals, GP, specialist and allied health services (n=21)</li> <li>• Improved public transport (n=16)</li> <li>• Affordable housing (n=6)</li> </ul>	<p><i>"Improve public transport reliability. I have to catch the bus and it's not fun being late to the doctor for example"</i></p> <p><i>"Lowering hospital bills"</i></p> <p><i>"Ensure that everyone in the community has a roof over their head regardless of their financial position"</i></p>
Other areas (n=104)	<ul style="list-style-type: none"> <li>• Support with the cost of living (n=29)</li> <li>• Arts, culture and events (n=27)</li> <li>• Economic development (n=20)</li> <li>• Domestic animal management (n=6)</li> <li>• Mixed/ general comments (n=22)</li> </ul>	<i>"Need more events - can learn a lot about different cultures this way. Events always get a good turn out, helps with youth, gives them something to do"</i>

		<i>"All of the above play an integral part in improving the health and wellbeing of my family"</i>
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Data source: Survey and drop-in sessions

Table 23 shows the viewpoints of males versus females and participants of different age groups, with regards to health and wellbeing priorities. Women placed higher priority on mental health compared to men. Men placed higher priority on access to physical wellbeing compared to women. Feeling safe in the community was the highest priority for all age groups, apart from children and young people under 18 who prioritised healthy and affordable food the highest. Access to physical health and wellbeing support was prioritised higher for people aged 35+ more so than young people.

**Table 23. Comparison of feedback health and wellbeing - gender and age**

Priority (1=higher)	Gender and broad age groups					
	Males	Females	< 18 years	18-34 years	35-59 years	60+ years
Feeling safe in your community	1	1	2	1	1	1
Social and community connections	3	2	5	2	4	2
Access to mental health and wellbeing support advice	5	3	3	4	3	3
Affordable and healthy food	4	4	1	3	5	6
Access to physical health and wellbeing support	2	5	6	5	2	4
Family violence	6	7	10	8	6	5
Homelessness/rough sleeping	7	6	7	6	7	7
Health impacts of climate change	9	8	4	7	8	8
Alcohol and other drugs	8	9	9	9	9	9
Tobacco and vaping	10	10	8	10	10	10

Data source: Surveys. The number of people in each sub-group was: males n=328, females n=543, under 18 years n=159, aged 18-34 years n=159, aged 35-59 years n=505, aged 60+ years n=185.

Table 24 shows the viewpoints of participants living in different parts of the municipality, people with a disability or a carer, and people from culturally diverse backgrounds. The West region was defined as Altona Meadows, Laverton and Seabrook. The Central region was defined as Altona, Altona North, Brooklyn and Seaholme. The East region was defined as Newport, South Kingsville, Spotswood, Williamstown and Williamstown North.

All groups living in Hobsons Bay prioritised feeling safe in the community highest. Mental health support was prioritised highly for people with disabilities. Interestingly mental health support was indicated as not as important for CALD communities. Central suburbs prioritised community connection higher than other areas, whereas western suburbs prioritised access to mental health higher and the eastern suburbs prioritised access to physical health. All groups placed alcohol and other drugs and tobacco and vaping as lower priority.

**Table 24. Comparison of opinions on health and wellbeing- suburbs and other target groups**

Priority (1=higher)	Suburbs and other target groups					
	With a disability /carer	Culturally diverse	Suburbs - west	Suburbs - central	Suburbs - east	Outside Hobsons LGA
Feeling safe in your community	1	1	1	1	1	2
Social and community connections	3	2	5	2	3	4
Access to mental health and wellbeing support advice	2	5	2	4	5	1
Affordable and healthy food	4	3	3	3	4	3
Access to physical health and wellbeing support	5	4	4	5	2	7
Family violence	6	6	6	7	8	5
Homelessness/rough sleeping	7	8	7	6	6	6
Health impacts of climate change	8	7	8	8	7	9
Alcohol and other drugs	9	9	9	9	9	8
Tobacco and vaping	10	10	10	10	10	10

Data source: Surveys.

The number of people in each sub-group was: West n=178, Central females n=156, East n=474, Outside Hobsons n=103, disability/carers n=75, culturally diverse n=247.

## 5.6. Feedback from children and young people

This engagement program sought to have feedback from children and young people across the municipality. Three separate surveys were provided for different age brackets via the *Participate Hobsons Bay* page. There were a total of 202 children and young people (under 18) who participated in this engagement. The following section provides a breakdown of responses by sub-group, along with the locations where each response was collected and verbatim responses from the Newport Community Hub's Youth Group.

Overall, comparative to the broad community feedback; early years children emphasise playful shared spaces and nature care, middle years participants ranked safety and environmental health highest and youth highlighted access (transport, services), mental health, and affordability highest.

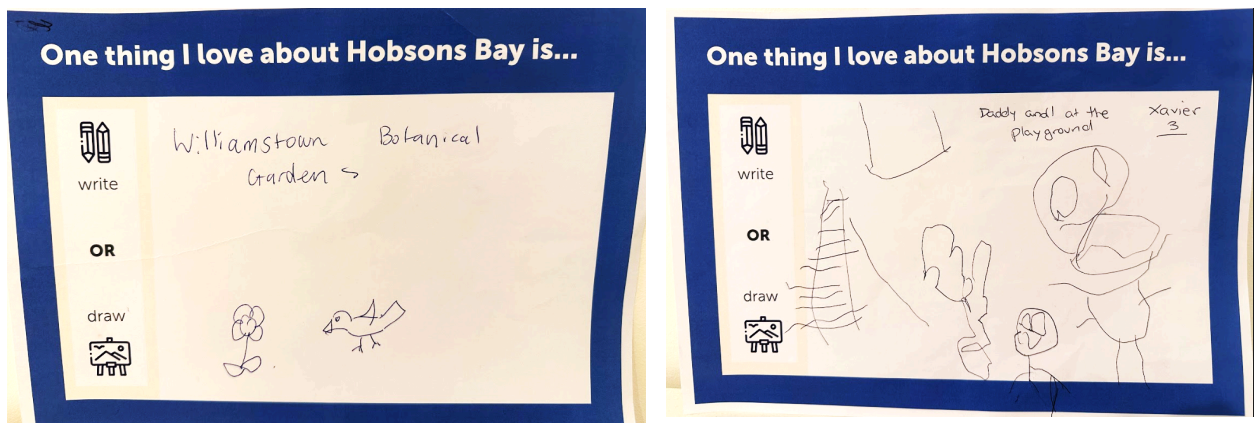
### 5.6.1 Early years online survey

The early years survey was designed for people aged under five. There were a total of 46 participants in this survey. Participants were asked to choose which pictures were most important to them. Priorities for early years are as follows:

1. Fun places for everyone to share and enjoy (n=46, 18%).
2. Ways we go places, like biking, walking, and catching the bus (n=42, 17%)
3. Helping nature stay clean (n=40, 16%)
4. Caring for animals and plants (n=38, 15%)
5. Throwing parties and being creative (n=37, 15%)
6. Helping each other stay healthy and feel included (n=28, 11%)
7. New ways to use computers and the internet (n=21, 8%)

### Images 5-6. Children's Drawings

Data source: Drop-ins



### 5.6.2 Middle years online survey

The middle years survey was designed for people aged 5-11 with participants ranging from age 5 to age 10. Participants were presented with a short video and then asked; 'What is most important to you?' and presented with a list of select options. There were a total of 55 respondents to this question. Middle years top priorities are as follows:

1. Plants and animals (n=40, 18%).
2. Feeling safe (n=40, 18%).
3. Making sure there's no rubbish and the environment is healthy (n=37, 16%).
4. Using places like sports clubs, dance halls, libraries, school crossings, etc. (n=33, 15%).
5. Having fun and staying healthy (n=28, 12%).
6. Walking and bike riding (getting around) (n=27, 12%).
7. Going to parties and festivals with lots of different people in the community (n=20, 9%).

When asked their reasons for their selections, a number of common themes emerged:

- Feeling safe in public spaces.
- Having a clean and tidy environment.
- Looking after plants and animals.
- Making friends and doing activities with other people.
- Having fun; doing activities like sports, going to the library, going to festivals, riding bikes.

Middle years participants were then asked to share any ideas they had to make their community a better place to be. There were a total of 54 responses to this question. Key themes were:

- Better parks and places to play.
- More and improved sports facilities.
- Being safe while walking and biking.
- Looking after the environment by cleaning up rubbish and planting trees.
- Looking after people who need it.
- Making places look welcoming and bright.
- More activities, festivals and things to do.

### 5.6.3 Youth survey

The youth survey was designed for people aged between eleven and 18 and participants' ages ranged from 12-17. There were a total of 25 respondents to this survey. Participants were presented with key themes from previous youth engagement and asked to select which factors were still relevant or important to them.

Overall, Outdoors and open spaces (n=18, 23%) were most important, alongside things to do for young people (like sport and recreation) (n=18, 23%) followed by People and community (n=13, 16%) and Facilities and services for teens (n=12, 15%). When asked if there were any other things they found important participants shared:

- More local activities, with participants stating there's nothing to do here (ninja parks, rope climbing, arts programs).

- Better parks.
- More hangout spaces.
- Better transport (safe active transport, improved public transport).
- More green space, protected environment and more recycling options.

Youth participants were then asked to indicate their concerns from a list of select options. Participants concerns were as follows:

1. Climate change and the environment (n=15,26%).
2. Public and personal safety (n=15, 26%).
3. Services and amenity of the neighbourhood (n=13,23%).
4. Fairness and social justice issues (n=8,14%).
5. Health and wellbeing issues (n=6, 11%).

Youth participants were asked what they would like to see more of in their community. Participant priorities were:

1. More festivals and events for teens (n=17, 23%).
2. More spaces designed for and accessed by young people (n=16, 22%).
3. More sports and recreation opportunities (n=14, 19%).
4. More opportunities for education and employment (n=14, 19%).
5. Better health and wellbeing services and supports (n=12, 16%).

When asked to share ideas to make Hobsons Bay better for all young people, participants wanted cleaner, safer, and more fun spaces to enjoy. They asked for better parks and sports grounds; *“Can you put some rugby posts into a local park so I can practise?”* and safer ways to get around, like bike lanes and crossings near clubs and schools. Caring for nature matters too: *“We need the environment to be healthy to stay alive,”* and *“If we litter, animals in the ocean will eat the rubbish and get sick.”* More festivals, splash parks, and places to meet friends were also popular, with one young person saying, *“It will make everyone happy and safe, as well as having some fun.”*

According to the youth survey, young people under 18 want more safe and fun spaces just for teens like hangout areas, bike tracks, and events during the holidays. One young person said, *“Maybe adding more places for teens to hang out and/or study.”* They would like better public transport, upgraded parks for older kids, and safer street crossings, with one teen sharing, *“We’ve had scary moments trying to cross Central Avenue... it honestly feels like an accident waiting to happen.”*

Many care about the environment and suggested more greenery and bins. Some raised concerns about feeling unsafe in certain areas, late buses, and wanting more support for mental health, jobs, and inclusion. As one young person put it, *“Make more spaces where young people are seen and appreciated.”* Overall, they want to feel seen, heard, and supported in their community.

## 6. Next Steps

Following the conclusion of Phase 1, the engagement program will move to Phase 2 'deliberative engagement'. During Phase 2, a demographically representative sample of residents will meet for the 'Community Representative Workshops' which are responsible for providing support and recommendations to Hobsons Bay City Council to assist in the development of the Community Plan and revision of the Community Vision.

The workshops will consider the broad community engagement findings, hear from experts and work together to develop recommendations for Council to consider. Following Phase 2, this engagement report will be updated to reflect the findings.

Based on the broad engagement findings, it is recommended that the Community Representative Workshops for us the following key topics/goals:

**Table 25. Recommended topics for the Community Representative Workshops and rationale**

Topic/Goal	Why?
Identifying community-perceived core services	<i>Councillor and community desire to "Do the basics well and a little more"</i>
Determining a criteria for how we prioritise services	<i>Second community preference to address financial constraints</i>
Determine a criteria for how we prioritise infrastructure investment	<i>Financial implications</i>
Determining when we would sell land/assets	<i>Top community preference to address financial constraints</i>
Identifying what services are lacking for children, youth, families & people with disabilities	<i>Top service priority for the community</i>
Identifying how Council can address health and wellbeing needs	<i>Second top service priority for the community</i>
Strengthening the Community Vision	<i>Ensuring this is reflective- interest to Councillors</i>





## PART 2. DELIBERATIVE ENGAGEMENT

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Community Representative Workshops  
Hobsons Bay City Council

*Conversation Co.*



## 7. Engagement methodology

The Local Government Act (2020) requires Councils to undertake deliberative engagement when developing the Council Plan, Community Vision and other key strategies. Deliberative engagement is a deeper and more thorough engagement practice, it brings together a diverse and representative cross-section of the community, provides them with quality information, and supports thoughtful discussion to help shape advice on complex local issues.

Council developed a program of deliberative engagement, the Community Representative Workshops (CRW), which met the requirements of the Local Government Act (2020).

The CRW consisted of three separate workshops which focused on key issues which were selected based on:

- Broad engagement findings- that could be unpacked further
- Upcoming strategies- that could be influenced
- Key areas- that were likely to be considered in Council Plan and Municipal Public Health and Wellbeing Plan
- Checking in and refreshing the Community Vision

**Image 7. Community Representative Workshop Members:**



## 8. Who participated?

To ensure a broad and representative cross-section of the community, a targeted recruitment approach was used for the deliberative engagement process. Expressions of interest (EOIs) were open to all, with most received through the online survey. In total 117 EOIs were submitted.

Recruitment aimed to ensure balance across key demographics including gender, cultural background, disability, First Nations representation, age and suburb. Ultimately, 38 community members were appointed to the deliberative panel. The final appointed group closely reflected these intentions, with strong representation from women and those living with a disability. Participation from culturally and linguistically diverse (CALD) backgrounds was also in line with expectations, while representation from men was slightly lower (one participant) than targeted.

Representation by suburb mirrored this outcome, with targets primarily met. Suburbs with slightly lower representation included Laverton and Williamstown, and those with slightly higher representation were Altona Meadows and Newport. It is important to note that these suburbs only had a target difference of one participant.

Age group recruitment similarly only varied by up to two participants. There were two age groups that had no representation, these were under 19 and over 80 years of age. Those in the 'under 19' age group were required to be 18 years or older. There were three participants in the over 80 years age bracket appointed, though none were able to attend due to lack of availability or inability to contact despite several attempts.

### 8.1. Previous experience

Panel members were asked if they had ever contributed to a Hobsons Bay consultation before. A total of 27 people had not participated in previous consultation with eleven people providing feedback online or via a survey and three participating in various consultation activities as shown in Table 26.

**Table 26. Participation in previous consultations**

Consultation activity	No. participants
This is my first consultation experience with Hobsons Bay	27
I have attended a Hobsons Bay Council Meeting (to speak or listen)	1
I have provided feedback on a project (online, email, letter, phone call)	11
I have sent in a submission or signed a petition	3
I have been involved in a planning permit process (applicant or objector)	3
I have been a member of another Council committee or advisory group	0
I have attended a consultation workshop or community meeting	3

Source: pre panel participants survey

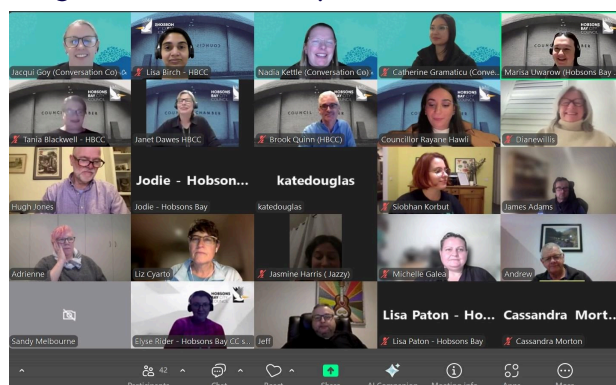
## 8.2. Participation

A total of 36 separate participants joined at least one workshop. Participation fluctuated between 31 and 35 participants across the three workshops (Table 27). It should be noted, that in multiple instances when a participant was unable to attend they contacted the facilitator to receive information on what they had missed, provided additional feedback and at times, met with the facilitator.

**Table 27: Participation rates by workshop**

Workshop	Participants
Saturday 5 July 2025, in-person at the Altona Civic Centre	35
Wednesday 16 July, 2025, online via Zoom	34
Saturday 26 July 2025, in-person at the Altona Civic Centre	31

**Image 8. Online workshop**

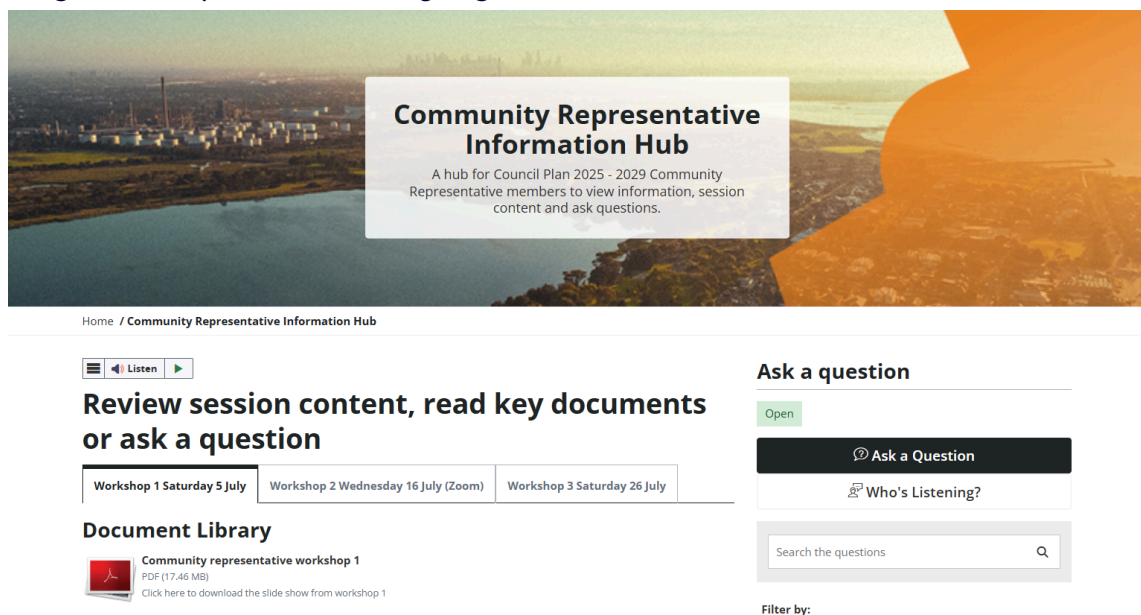


### 8.3. Strategies to support participation

An important part of best practice is to reflect on actions that may have supported, or limited participation. The following points note ways we believe Council and the Conversation Co. team supported participation in the CRW:

- **Online engagement:** a private page was created via Participate Hobsons Bay to share all CRW materials (e.g. agendas and presentations). There was also an opportunity to ask questions and provide feedback. Information could be translated into various languages on this platform.
- **Workshop sessions and timing:** providing a mix of workshops online and in-person that occurred outside of the regular working hours, allowed a greater selection of the community to participate.
- **Providing support:** participants were offered support to ensure they could fully participate. At times, facilitators provided support with technology and ensured quiet spaces for participants.

Image 9. Participate Hobsons Bay Page



### 8.4. Barriers to participation

Some of the barriers to participation are as follows:

- **Travel and technology:** Residents who had more complex mobility needs or were not comfortable with technology, may not have been able to participate in the CRW.

## 9. Workshop 1

The first CRW was held on Saturday 5 July 2025 at the Altona Civic Centre. This session brought together the newly appointed group for the first time, setting the foundations for a collaborative and informed deliberative process.

The workshop introduced the purpose of the series, the role of Council, and key background information including community demographics, Council finances, and asset planning. Participants also took part in early prioritisation activities focused on services and infrastructure, laying the groundwork for future discussions.

### 9.1. Breaking the ice

To start the session, participants were welcomed to share how they would like to work together, their goals, and topics they were interested in. Participants shared a number of ways they would like to work together. See Image 10 for a demonstration of these ideas.

**Image 10. Working Together (word cloud)**



Goals identified by participants included:

- Reducing negative interference in personal lives
- Gaining more insight into community needs
- Building stronger community for future generations
- Unlocking the potential of underutilised areas, inspired by the success of Yarraville.



Key topics and issues raised:

- Youth issues and opportunities
- Crime and community safety
- Community connection and social cohesion
- Access to arts, health and public transport
- Local environment and area clean-up
- Suggestions such as a \$50 business voucher program and improved public transport in Altona Meadows.

Additional reflections included:

- A perceived lack of respect in the community
- Desire for more intergenerational involvement, particularly mentorship between older and younger residents
- Interest in how Council can support job creation through manufacturing and industry growth.

## **9.2. Setting the scene**

Before moving into group discussions, participants were presented with a series of foundational topics to build a shared understanding of Council's role, community needs and current challenges. These presentations helped ensure everyone had the information they needed to contribute meaningfully to the sessions ahead.

### **The role and function of Council**

Participants were introduced to how Council operates, including its core roles as a service provider, partner, advocate and educator. The session also covered the three levels of government and provided a high-level overview of Council services, including what is considered discretionary and non-discretionary.

### **Understanding our community**

A demographic snapshot was shared to highlight key characteristics of the Hobsons Bay population. This helped set the scene for discussions about diverse needs across the municipality.

### **Community feedback to date**

An overview of the community engagement undertaken prior to the workshops was presented, outlining who we heard from and how their input will be reflected in the relevant topic areas throughout the process.

### **Council's financial overview**

This session provided insight into the current financial position of Council, including the annual budget, ongoing pressures and potential future decisions such as reducing spending or adjusting services. It also covered steps the Council is already taking to improve financial sustainability.

### **Insights from community engagement**

Key findings from earlier engagement activities were shared on two focus areas: financial sustainability, and service prioritisation. These insights helped inform the upcoming workshop discussions.

## **9.3. Identifying non-essential services**

To help inform future decision-making around service delivery, participants explored the key question: How do we identify what a non-essential service is?

Building on earlier discussions about discretionary and non-discretionary services, this session invited participants to consider how Council might assess which services are most critical to the community.

A world café format was used, with participants working in small groups and engaging with two criteria. Each round ran for 15 minutes, allowing group discussion and individual reflection.

Participants considered the following criteria:

1. Level of community demand
2. Whether other organisations can provide the service
3. Cost to deliver the service is too high for Council
4. Consequence of not providing the service

Participants also had the option to suggest an additional criterion if they felt something important was missing.

A worksheet supported discussion, prompting participants to consider the benefits of each criteria and any questions or concerns they had about it. The activity sparked valuable conversations about priorities, community needs and the challenges involved in making complex service decisions.

### **9.3.1. Summarised feedback by criteria**

#### **1. Level of Community Demand**

Benefits of using this criterion:

- Highlights the importance of aligning services with actual need and usage.
- Enables data-driven decisions, particularly when linked to broader trends such as social connection or state-wide programs (e.g. swimming lessons).
- Recognises the value of qualitative data and storytelling alongside quantitative evidence.

Considerations and reflections:

- Demand should not be viewed solely through data—personal and community perspectives matter.

- Services with lower demand may still be essential for marginalised or vulnerable groups.
- The way a service is promoted, its accessibility (physical, cultural, or digital), and its location all influence perceived demand.
- Some services may show low demand due to poor communication or design (e.g. opening hours not meeting needs).

Key questions:

- Is there truly a lack of demand, or is there a lack of awareness?
- Is the service culturally safe and inclusive?
- Does "demand" reflect real need, or just the loudest voices?
- Should demand be considered by geographic area, rather than at the municipality level?
- Is the demand reactive (e.g. crisis-based) or long-term/preventative?
- How do we define and measure demand meaningfully?

## **2. Other Organisations Can Provide the Service**

Benefits of using this criterion:

- Allows Council to focus on core strengths while leveraging the expertise of others.
- Opens up opportunities for co-funded service delivery and more efficient use of resources.
- Encourages regional collaboration and scaling of services.

Considerations and reflections:

- Outsourcing can reduce Council control—issues around compliance, accountability and risk need to be addressed.
- Contracts should clearly outline service expectations and consequences for underperformance.
- Community concerns often return to Council regardless of who delivers the service.
- Ongoing monitoring (e.g. KPIs, annual reviews) is needed to maintain quality and trust.

Key questions:

- What mechanisms are in place to ensure quality when services are contracted out?
- How does Council retain accountability for services delivered by third parties?
- Could partnerships with neighbouring LGAs enhance service efficiency?
- What risks emerge when Council is no longer the direct provider?



### **3. Cost to Deliver the Service is Too High for Council**

Benefits of using this criterion:

- Enhances financial transparency and encourages data-driven prioritisation.
- Supports benchmarking against other LGAs to assess value for money.
- Can help identify opportunities for strategic partnerships or funding advocacy.
- Encourages reflection on whether service costs align with community outcomes.

Considerations and reflections:

- There needs to be a clear understanding of what “too high” means and how it’s measured.
- It’s important to balance cost with social benefit—particularly for vulnerable users.
- Sudden changes to services can create confusion and community dissatisfaction.
- Removing services may disproportionately affect those with high support needs.

Key questions:

- What are the social costs of service reduction?
- How do we measure value vs cost?
- Can we justify continued investment in high-cost services if they offer high social return?
- How do we align service cost decisions with Council’s broader 2030 Vision?

### **4. Consequence of Not Providing the Service (That is Not Currently Utilised)**

Benefits of using this criterion:

- Encourages a forward-looking approach by assessing potential negative impacts.
- Helps identify duplication and reduce inefficiencies.
- Supports informed decision-making about who will be affected if a service is removed.

Considerations and reflections:

- Not all consequences are immediately visible—some communities will feel impacts more acutely (e.g. people with disability, those without transport).
- Removing services may increase pressure on residents to travel or access non-local alternatives.
- Council’s reputation may be affected by service reductions.
- The broader impact on community wellbeing should be a key consideration.

Key questions:

- Who will be most affected, especially among vulnerable groups?
- Will the absence of a service result in inequitable outcomes or lost opportunities?
- Could reductions push people towards unsafe or unqualified alternatives?

### **Proposed Additional Criterion: Alignment with Community Vision and Benefit**

Benefits of using this criterion:

- Grounds decisions in the shared values and aspirations of the community.
- Encourages a strengths-based approach focused on improving quality of life.
- Helps assess both positive outcomes (benefits) and risks (dis-benefits).
- Encourages consideration of long-term community satisfaction and place-making goals.

Considerations and reflections:

- Safety and risk assessments should be factored into decisions.
- Reducing services may lead to gaps filled by non-qualified individuals or groups.
- Needs to reflect whether the service contributes to Hobsons Bay being a great place to live.

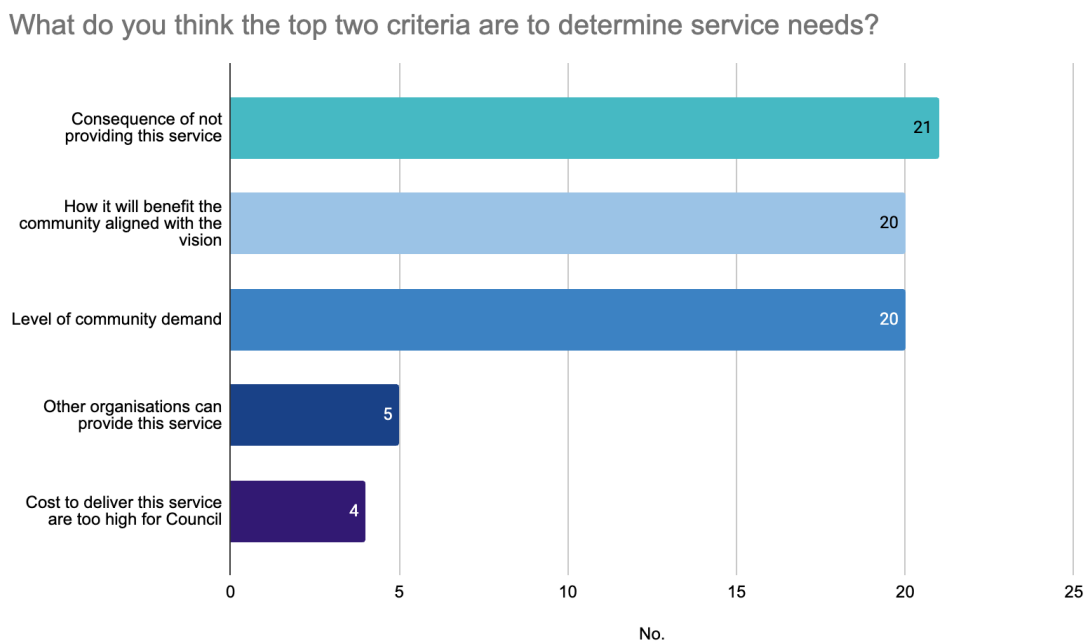
**Image 11. Community Representative Workshop- table discussions**



### 9.3.2. Determining top criteria

Following this activity, participants were asked to vote on their top two criteria via online polling. The majority of participants selected Criteria 4. Consequence of not providing this service (21 votes), followed by the additional criteria suggested by the group ‘How it will benefit the community aligned with the Vision’ (20 votes), and Criteria 1. Level of community demand (20 votes). Figure 2. demonstrates all votes.

**Figure 2. Participants preferred criteria**



### 9.4. Asset Management

Participants were provided with an overview of Council’s current approach to infrastructure asset management. This included an introduction to key concepts such as asset value, lifecycle planning, condition assessments, and long-term maintenance strategies. The session aimed to build a shared understanding of how Council manages its assets over time, the challenges associated with ageing infrastructure, and the importance of balancing investment, risk, and community need.

This context supported participants to make informed contributions during the following activity, where they considered how to prioritise and manage community assets within real-world constraints.

#### 9.4.1. Assessing asset management principles

The first asset management activity consisted of determining how important each of the principles are, then recording each participant's opinion on how Council is performing in those areas (Table 28).

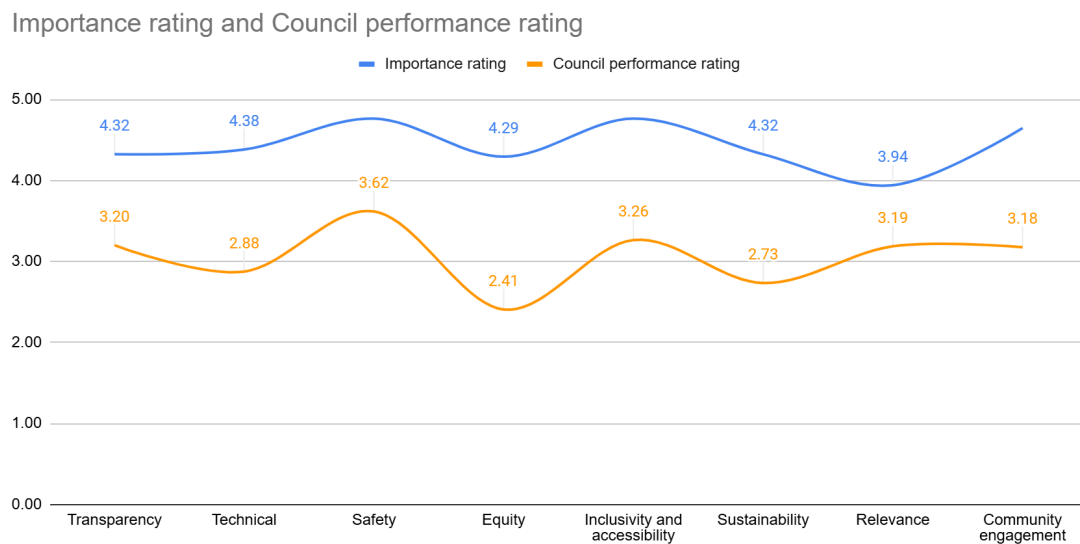
**Table 28. Principles by importance and council performance**

Principle	How important do you feel this principle is? (avg out of 5)	How would you rate Council's performance? (avg out of 5)
<b>Transparency-</b> All asset management principles and planning including expenditure is clearly documented and accessible to the community.	<b>4.32</b>	<b>3.20</b>
<b>Technical</b> - Utilise best practice, innovative methods and engineering techniques to achieve quality, cost effective and sustainable asset management solutions.	<b>4.38</b>	<b>2.88</b>
<b>Safety-</b> Keep everyone safe whilst also protecting the community's assets and infrastructure.	<b>4.76</b>	<b>3.62</b>
<b>Equity-</b> Ensure all wards/suburbs have access to equally high-quality, well-maintained assets with resources allocated to most critically needed areas.	<b>4.29</b>	<b>2.41</b>
<b>Inclusivity and Accessibility-</b> Ensure all assets are designed and maintained to provide universal use and accessibility for all members of the community.	<b>4.76</b>	<b>3.26</b>
<b>Sustainability-</b> Prioritise sustainability in asset management from an economic, social and environmental perspective that also includes climate change consideration	<b>4.32</b>	<b>2.73</b>
<b>Relevance-</b> Provide assets that remain contemporary and relevant to community requirements.	<b>3.94</b>	<b>3.19</b>
<b>Community Engagement-</b> Undertake community engagement for major maintenance and renewal projects to ensure community needs are considered.	<b>4.65</b>	<b>3.18</b>

Figure 3 below demonstrates the gaps between the importance rating and performance rating, as reported by participants. The greatest disparity exists within equity with an

importance rating of 4.29 compared to a performance rating of 2.41, the second largest gap is observed within sustainability with an importance rating of 4.32 and a performance rating of 2.73. The closest aligned principle compared to performance is relevant with 3.94 rating of importance compared to 3.19 rating for performance.

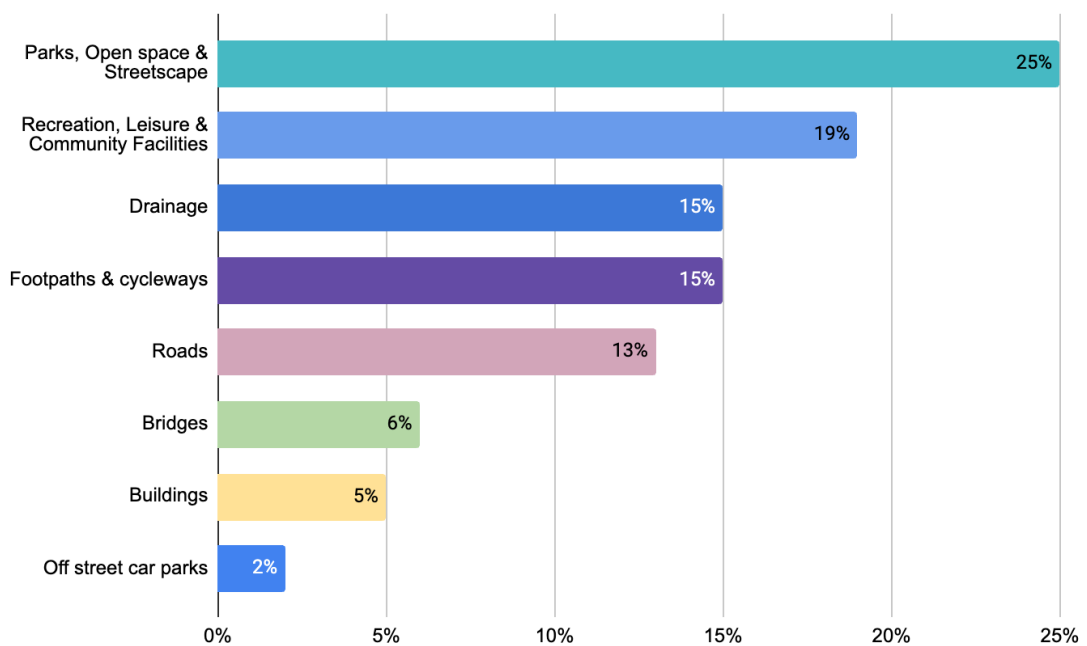
**Figure 3. Importance rating and council performance rating**



### 9.4.2. Recommended investment by asset class

Participants were invited to demonstrate their preferred investment by asset class. Each participant was given \$10 of fake money and were able to choose where to allocate their spending. Participants were able to select different options, or place multiple notes in one or more options depending on how important each asset class was to them. The results show a noticeable preference for parks, open space and streetscape (25%), and recreation, leisure and community facilities (19%). Drainage (15%), footpaths and cycleways (15%), and roads (13%) received a similar amount of investment. Off street car parks received the lowest funding in this activity (2%). Figure 4. Shows the breakdown of all participant investment.

**Figure 4. Recommended Investment by asset class**



## 10. Workshop 2

On Wednesday 16 July, 2025, participants were brought back for the second workshop of the CRW series. This workshop was hosted online via Zoom and ran for approximately three hours (6 pm to 9 pm). Some participants requested background information to inform their participation, information shared with participants for optional pre-reading included strategies, plans and policies relating to Arts and Culture, and the Climate Change Action Plan.

At the opening of the session, participants were welcomed and provided with a quick overview of what was discussed in Workshop 1 and what the next steps are for this feedback.

### 10.1. Arts and culture

Participants were presented with approximately 15 minutes of information regarding arts and culture in Hobsons Bay. This included, but was not limited to, arts spaces and destinations, cultural venues, art in the public realm, community arts, First Nations programming, heritage and challenges and pressure points. This segment was followed by a short question and answer section and a presentation of relevant engagement findings to date.

#### 10.1.1. Opportunities for arts and culture in Hobsons Bay

Using the new knowledge and information, participants were asked to reflect on what they consider to be the opportunities in Hobsons Bay for arts and culture. Participants were spread across six groups with a scribe. These are the key opportunities for arts and culture in Hobsons Bay.

##### **Local Stories and History**

- Engage older residents to help document local stories and history.
- Use storytelling to connect residents with place and heritage.
- Celebrate local history, particularly around Williamstown and its maritime past.

##### **Access and Equity Across the Municipality**

- Ensure arts opportunities extend beyond Newport and Altona to suburbs like Altona Meadows, Seabrook, and outlying areas.
- Offer activities at local community centres, including cooking, art, sewing and mosaic classes especially in Altona Meadows.
- Improve promotion and awareness of events, particularly through community noticeboards and social media.

##### **Youth Engagement**

- Increase creative and leadership programs for young people, especially those aged 18–25.
- Expand activities beyond FreeZa and into more suburbs and age groups.
- Revive programs like “Leaders of Today” and offer after-school activities for teenagers.

### Regular Cultural Programming

- Support community-led art installations, workshops and pop-up displays.
- Establish recurring events like an Indian music festival or slam poetry competition to build local reputation and identity.
- Reinvigorate venues like Altona Theatre with consistent programming (e.g. live music, competitions).
- Use pop-up markets and festivals to encourage movement across the municipality.
- Combine arts initiatives with broader goals in health, wellbeing and local economic development.

### Nature and Environment

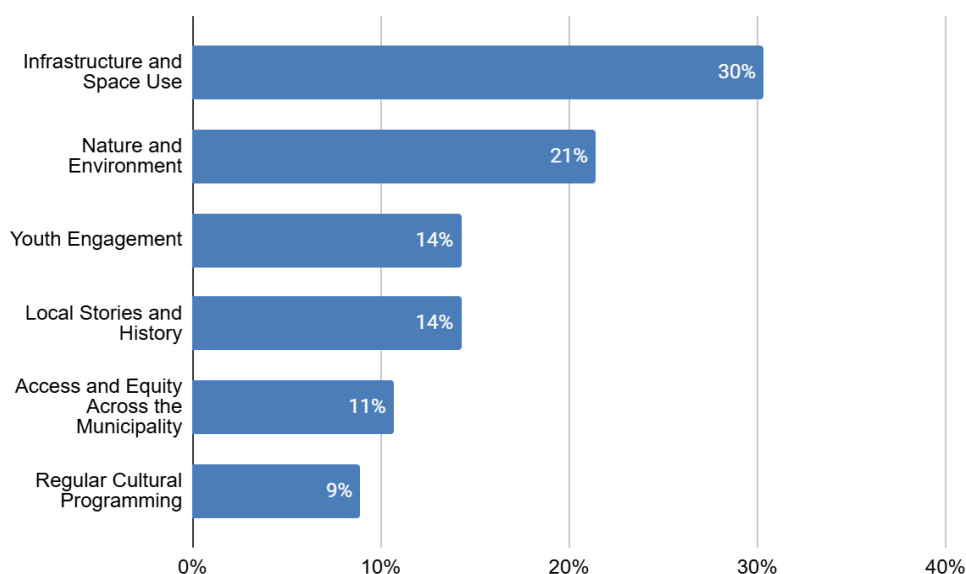
- Explore creative opportunities that celebrate Hobsons Bay's coastal setting and natural assets (e.g. sea, shorelines, bird migration).
- Use public art to bring calm and beauty to everyday places, such as roundabouts and walkways.

### Infrastructure and Space Use

- Better utilise vacant or underused buildings for exhibitions and galleries.
- Animate blank walls and shopfronts with murals or installations.
- Activate outdoor and underutilised spaces, including shopping strips and train stations.
- Incorporate art into capital works and planning projects to boost economic and community outcomes.

During Workshop 3, participants prioritised the key themes further and selected the top two opportunities. Figure 5 (below) demonstrates that top priorities being infrastructure and space use with 30% (N=17) followed by nature and environment with 21% (N=12), and youth engagement and local stories and history with 14% respectively (N=8).

**Figure 5. Prioritised arts and culture opportunities**





### **10.1.2. Investment in resources for arts and culture**

Remaining in their groups, participants were asked where they think Council should invest its resources in arts and culture services and why. This activity also related back to the criteria used to determine non-essential services. Below are the suggestions for investment in arts and culture resources.

#### **Maximise Use of Existing and Affordable Spaces**

- Make better use of Council-owned outdoor spaces (e.g. for events or art installations).
- Activate local community centres and underused venues like the Louis Joel Arts Centre.
- Promote indoor options during colder months using libraries, shopping precincts, and co-located spaces.
- Utilise “eyesores” and industrial sites as creative, low-cost venues for innovative art.

#### **Focus on Youth**

- Prioritise activities and spaces for young people to reduce anti-social behaviour and graffiti.
- Strengthen school partnerships and raise awareness of youth arts opportunities.
- Create programs specifically tailored for youth rather than generic “all ages” initiatives.

#### **Strengthen Partnerships and Funding Pathways**

- Seek sponsorships and joint ventures with local industry and businesses.
- Allocate some funds to source external financial support or employ fundraising expertise.
- Encourage economic development teams to ease permit/trading rules that enable activation of spaces (e.g. empty shops in Williamstown).

#### **Increase Equity and Accessibility**

- Address affordability by reducing hire fees for non-profit and community groups.
- Ensure programs are inclusive and accessible across different age groups and income levels.
- Avoid creating exclusivity in arts and culture offerings as art should be for everyone.

#### **Strategic Investment for Long-Term Gain**

- Consider bold investments such as a purpose-built performing arts venue (e.g. modelled on Dandenong’s Drum Theatre).
- Use existing events or markets as platforms for promoting arts and culture (e.g. Council-sponsored artist stalls).
- Invest with clear outcomes in mind, whether that’s tourism, economic activity or increased community pride.

#### **Promote Community Voice and Storytelling**

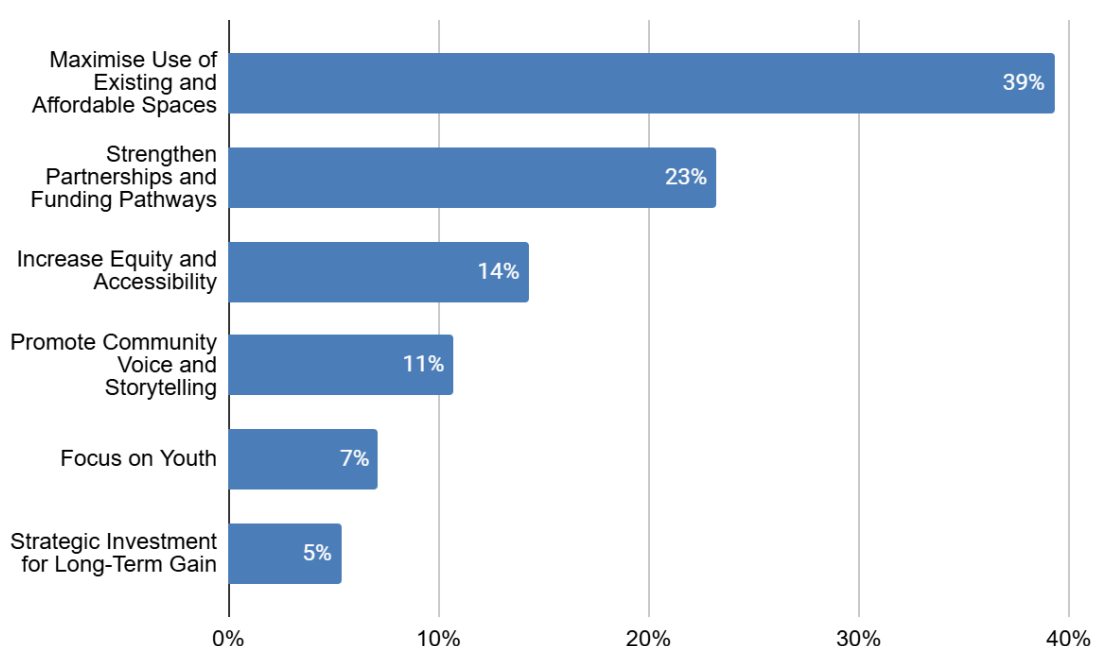
- Emphasise the importance of arts and culture in telling local stories and expressing community values.
- Support initiatives that reflect and build on Hobsons Bay’s unique identity.

**Other:** There was other feedback received regarding overall approach to investment, specifically:

- Use the new prioritisation criteria and local data (e.g. health, wellbeing, demand) to guide decision-making.
- Accept that the budget is limited and focus spending where it can make the most meaningful impact.

During Workshop 3, participants prioritised the key themes further and selected the top two opportunities. Figure 6 (below) demonstrates that top priorities being maximise use of existing and affordable spaces 39% (N=22) followed by strengthening partnerships and funding pathways 23% (N=13), and increase equity and accessibility 14% (N=8)

**Figure 6. Prioritised arts and culture investment**



### 10.1.3. Arts and culture - preferred communication channels

The final activity under arts and culture included a brainstorm on how participants would expect to hear about arts and culture services and opportunities. The findings from all groups are shown below under common themes.

#### Physical and Visual Promotion

- Posters in local areas, shopping centres, community hubs and markets.
- Flyers and leaflets in letterboxes and public spaces.
- Community noticeboards, especially at high-traffic locations (e.g. Logan Reserve, Altona Information Centre).

#### Council and Community Newsletters

- Quarterly Council newsletters (suggested to be more timely for planning purposes).

- Email newsletters people can subscribe to.
- School newsletters to reach families.

#### Online and Digital Channels

- Council's website, with a clear and accessible events/bulletin board.
- Social media platforms (especially Facebook).
- Local news websites and digital community updates.

#### Local Print Media

- Coverage in community newspapers like *The Westsider*.

#### On-the-Ground Engagement

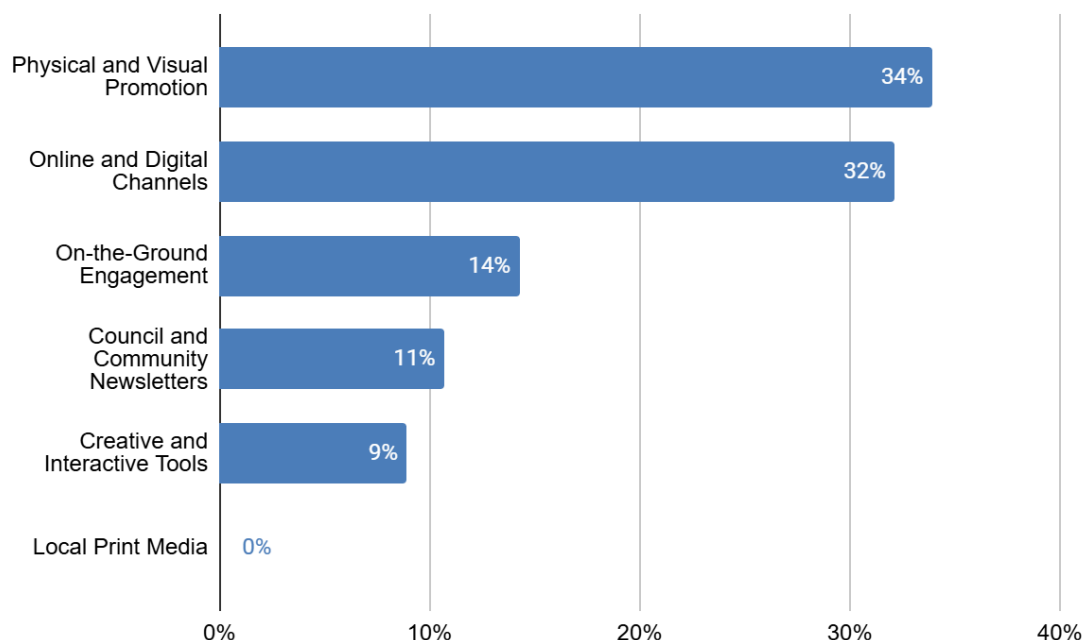
- Pop-up sessions with Councillors or staff to share upcoming opportunities.
- Information shared through trader associations and at passive exposure points like transport hubs or busy shopping strips.

#### Creative and Interactive Tools

- QR codes at busy locations.
- Electronic billboards or "What's Coming Up" banners.

During Workshop 3, participants prioritised the key themes further and selected the top two opportunities. Figure 7 (below) demonstrates that top priorities being physical and visual promotion with 34% (N=19) followed by online and digital channels 32% (N=18), and on-the-ground engagement 14% (N=8). Interestingly no participants prioritised local print media.

**Figure 7. Preferred communications methods- arts and culture**



## 10.2. Climate change and sustainability

Before heading into group discussions about changing weather and waste treatment, participants were presented with sustainability and climate change information, followed by relevant engagement findings to date. Later in this segment, participants were shown information on waste and recycling, in particular, landfill and contamination. These presentations helped frame thinking for the upcoming activities.

### 10.2.1. Preparing for changing weather

Participants were spread across 11 groups and were asked to consider council's role in preparing for changing weather under four role categories. These categories were:

- **Provider:** we directly plan and deliver services, support, infrastructure or facilities to meet the needs of the community.
- **Partner:** we deliver services or facilities in partnership with key stakeholders. We provide support to enable other organisations to provide a service or facility.
- **Advocate:** we use our voice to influence government (and other stakeholders) on issues that are important to change policy or secure funding.
- **Educator:** we share information, raise awareness, and develop knowledge and skills to empower individuals and groups.

#### Council's role as a provider

Participants feedback consisted of a number of different, but often overlapping themes. Categorical feedback is shown below, with the number of mentions and example feedback\*.

#### Urban Greening and Tree Canopy (9)

- Plant more trees, especially canopy trees in red zoned areas (Laverton, Seabrook, Altona Meadows)
- Maintain existing tree canopy and improve tree health
- Focus on native tree planting and create dense plantings for microclimates
- Encourage verge planting for biodiversity
- Double nature strip plantings (plant two trees instead of one)
- Protect trees from vandalism
- Fines for destruction of Council-planted trees

#### Drainage, Flooding, and Stormwater Management (8)

- Ongoing drainage upgrades and maintenance, especially near the coastline
- Address flooding on roads (many lack functioning stormwater discharge)
- Clean and maintain creeks and waterways (e.g. Skeleton Creek, Laverton Creek Spit)
- Future-proof infrastructure and development to manage rainfall and runoff
- Mandate permeable surfaces in new developments
- Forecast trouble spots based on historical flooding data
- Reinstate natural drainage in built-up spaces
- Clear Laverton Creek spit to prevent flooding

#### Shade, Cooling, and Heat Preparedness (7)

- Shade in parks, beaches, and along pedestrian paths

- Shaded rest areas and public spaces
- Hydration stations and working public water fountains
- Use libraries and community buildings as cool refuges
- Install shelter hubs for extreme weather or disaster events
- Update flood-prone underpasses (e.g. to Altona Meadows Baseball Centre)
- Improve pedestrian crossings to provide protection in extreme heat/rain

#### **Sustainable Infrastructure and Planning (7)**

- Ensure new developments incorporate climate-smart design (light roofs, permeable surfaces, water tanks)
- Reduce concrete in built environments
- Invest in infrastructure to manage climate risk
- Reinstate Old Paisley Station to support sustainable growth
- Role model sustainability through Council infrastructure (e.g. EV for CEO)
- Stick to existing climate commitments and ensure compliance
- Improve consistency between Council regulations and environmental goals (e.g. allow solar panels/rainwater use)

#### **Funding, Incentives, and Education (6)**

- Provide grants for sustainable home upgrades (e.g. water tanks, permaculture, worm farms)
- Funded green home and climate resilience initiatives
- Council to offer sustainability education tailored to Hobsons Bay
- Incentivise SES membership and provide greater support for local emergency responders
- Use creative ways to connect people with the environment (e.g. scavenger hunts, outdoor classes)
- Use signage to educate and protect sensitive coastal areas

#### **Resource Recovery and Waste Management (5)**

- Increase green bin collection frequency
- Increase hard waste collection (e.g. twice a year)
- Provide free compost bins and promote composting
- Support a Council-run recycling centre to process hard rubbish
- Encourage behaviour change by making sustainable choices easier for the community

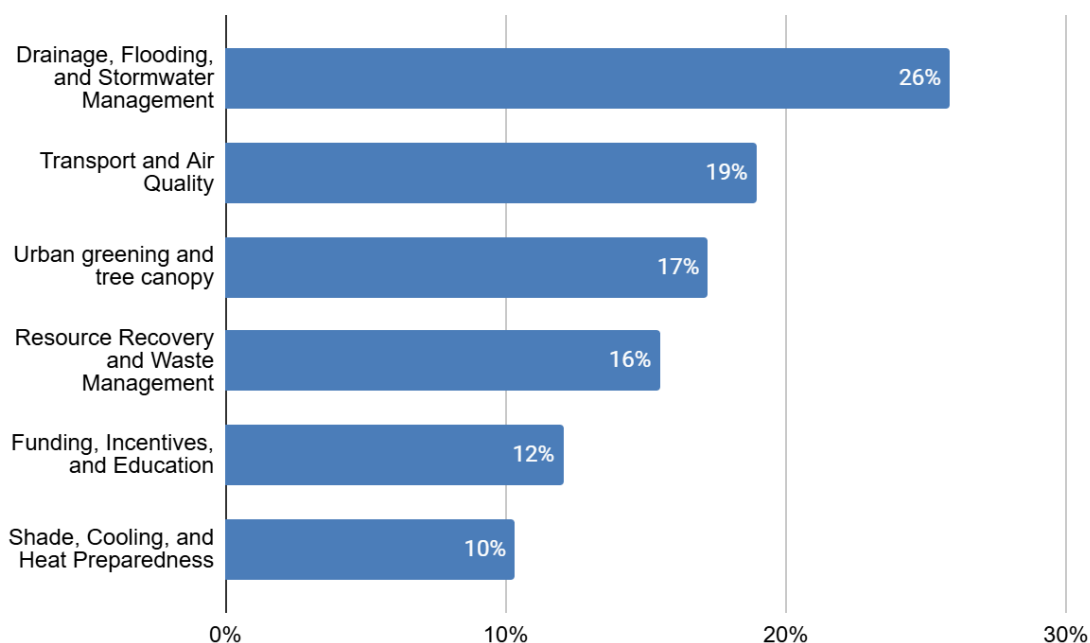
#### **Transport and Air Quality (4)**

- Provide bike paths and support public transport to reduce car dependency
- Council to police factory and woodfire chimney emissions
- Encourage greener industries over polluting ones
- Reinstate train stations to support modal shift and urban connectivity

\*Where feedback was the same or similar, contributions have been merged into one piece of example feedback.

During Workshop 3, participants prioritised the key themes further and selected the top two opportunities. Figure 8 (below) demonstrates the top priorities being Drainage, Flooding, and Stormwater Management 26% (N=15) followed by transport and air quality 19% (N=11) and urban greenery and tree canopy 17% (N=10). Please note due to an error the ‘Sustainable Infrastructure and Planning’ was not included as a voting option- which may have altered the overall voting.

**Figure 8. Preferred Council roles (Provider)**



### Council's role as a partner

Participants feedback consisted of a number of different, but often overlapping themes. Categorical feedback is shown below, with the number of mentions and example feedback.

#### Partnering with other government agencies and authorities (8)

- Collaborate with:
  - Melbourne Water, Parks Victoria, VicTrack/Metro, and EPA on flooding, waterways and environmental issues
  - City of Maribyrnong and other neighbouring councils on shared infrastructure and upstream development.
  - State Government on Public/active transport advocacy and local weather information
- Work with agencies to rework Paisley Drain and address rail-related flooding
- Communicate more localised, accurate weather information to waterway users.

#### Support for Households and communities (6)

- Collaborate on home solar grants, interest-free solar loans and electrification initiatives
- Support access to neighbourhood battery programs

- Partner with groups to assist elderly and vulnerable people during climate events
- Help communities adopt circular economy practices (waste management, food sharing)
- Encourage donations of leftover food from cafes/restaurants to charities

#### **Engagement with local organisations and volunteers (5)**

- Support and collaborate with:
  - Local SES units for emergency response, education and free stalls at events
  - Volunteer groups, schools and community organisations to promote environmental care
  - Business on climate actions (emergency hot weather planning)
- Encourage businesses to be climate resilient and promote it as “good business”

#### **Knowledge sharing and expertise (5)**

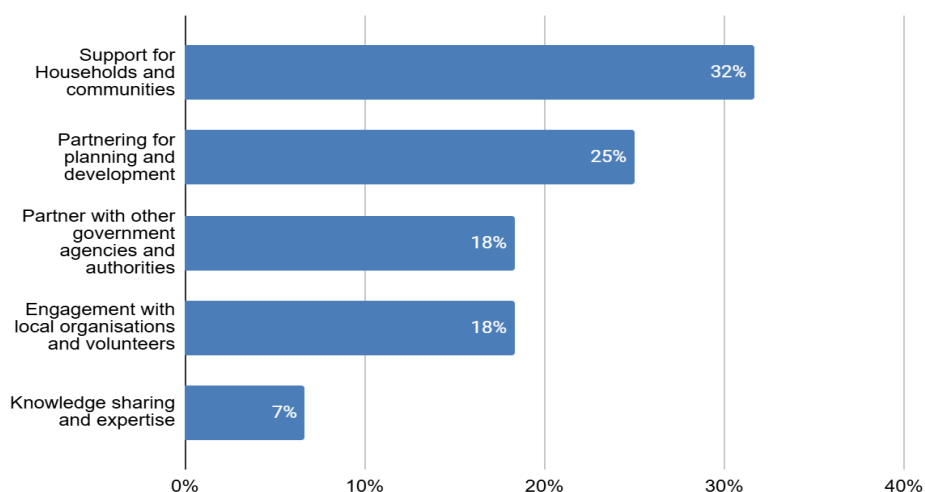
- Partner with:
  - Indigenous land management groups to improve understanding and care of land
  - Universities, consultants and data specialists to access weather data and apply it to decision making
  - Other international cities with similar climate challenges to exchange ideas and solutions

#### **Partnering for planning and development (4)**

- Work with developers to future proof infrastructure
- Collaborate with businesses to reuse sites, like the Mobil refinery
- Partner with neighbouring councils for mutual strategies and regional plans

During Workshop 3, participants prioritised the key themes further and selected the top two opportunities. Figure 9 (below) demonstrates the top priorities being support for households and communities 32% (N=19) followed by partnering for planning and development 25% (N=15) and partner with other government agencies and authorities 18% (N=11) advocacy to State and Federal Government 14% (N=8).

**Figure 9. Preferred Council roles (Partner)**



### **Council's role as an advocate**

Participants feedback consisted of a number of different, but often overlapping themes. Categorized feedback is shown below, with the number of mentions and example feedback\*.

#### **Advocacy to State and Federal Government (8)**

- Lobby for climate resilient infrastructure and coastal protection (seawalls and drainage).
- Push for better public transport and reopening of old railway stations to reduce car reliance.
- Advocate for solar and battery storage incentives to improve energy resilience.
- Request clarity and support on localised flood risks and climate change preparedness.
- Champion rehabilitation of former industrial sites (Spotswood, refinery land).
- Work with the government to explore cost effective erosion control, not just sea walls.
- Ensure state led solutions where needed, but keep local needs visible.

#### **Education and behaviour change (7)**

- Promote better recycling habits (education campaigns, bin stickers).
- Inspire and educate residents on climate resilient gardening (native, low maintenance plants).
- Support rubbish sorting education and sustained campaigns to shift everyday behaviour.
- Keep the community informed and aware of climate impacts through accessible data.
- Encourage residents to take action in their own homes and neighbourhoods.
- Offer regular community hubs / focus groups to tackle emerging climate challenges together.

#### **Sustainable development and land use (5)**

- Support more sustainable and greener housing through planning policy advocacy.
- Promote responsible development near transport hubs and activity centres.
- Push for greener building standards in both new developments and retrofits.
- Advocate for tree planting grants and government acquisition of flood prone properties.
- Encourage joint efforts to rehabilitate disused or contaminated land for green / open space.

#### **Active and connected communities (3)**

- Advocate for programs that promote walking and cycling, including suburb based groups.
- Reduce reliance on cars with active transport incentives.
- Encourage more connected and climate conscious communities through local initiatives.

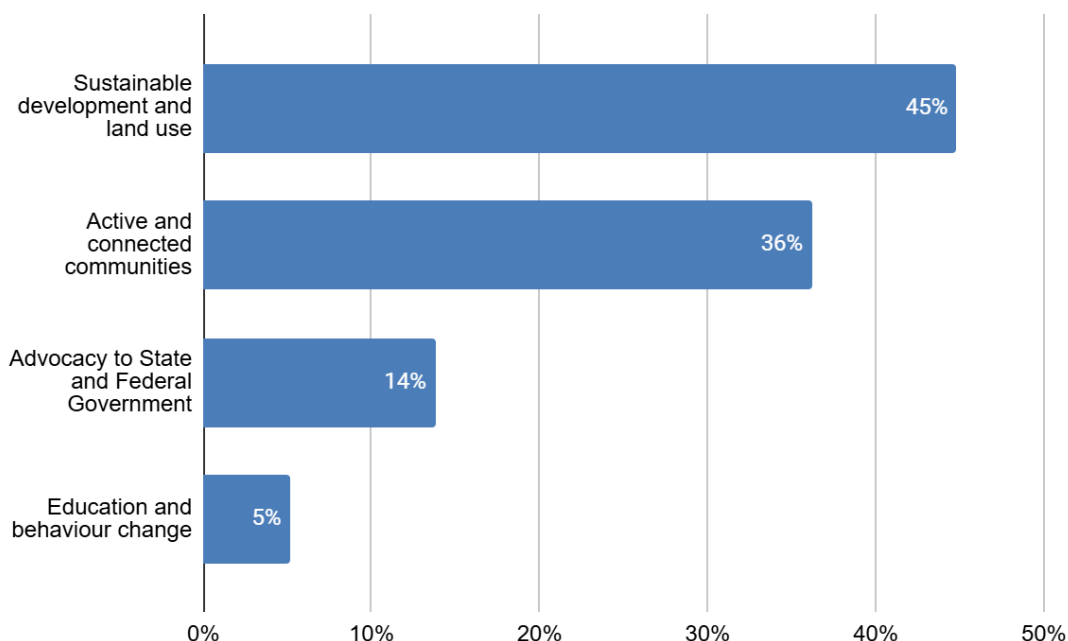
#### **Other:** There was additional feedback on how Council could approach advocacy (3)

- Focus advocacy on stakeholders Council can influence directly instead of broader or harder to reach targets.
- Use local data to build compelling cases for funding and government support.
- Avoid spreading efforts thin and prioritise achievable outcomes.



During Workshop 3, participants prioritised the key themes further and selected the top two opportunities. Figure 10 (below) demonstrates that top priorities being sustainable development and land use 45% (N=26) followed by active and connected communities 36% (N=21) and advocacy to State and Federal Government 14% (N=8).

**Figure 10. Preferred Council roles (Advocate)**



#### **Council's role as an educator**

Participants feedback consisted of a number of different, but often overlapping themes. Categorical feedback is shown below, with the number of mentions and example feedback.

#### **Climate change and environmental awareness (11)**

- Educate on climate change impacts specific to Hobsons Bay (flooding, temperature rise, erosion).
- Promote existing tools like the interactive climate risk map.
- Help residents understand their local environmental risks (coastal flooding).
- Share local facts and case studies about climate change to build trust and action.
- Use clear communication and prioritised messaging to avoid overwhelming people.
- Offer accessible workshops, sessions and online resources for community learning.
- Encourage shared understanding and ownership of climate goals.
- Provide honest updates on Council actions including what didn't work.
- Keep information clear and consistent, use multiple channels (website, social media, newsletter).
- Increase public visibility of council achievements (signage in parks).
- Focus on shared ownership of goals and two way communication.

### Recycling, waste and sustainability education (6)

- Provide better recycling education for both residents and businesses.
- Promote how household waste systems work.
- Improve promotion of council led sustainability activities (recycling at libraries).
- Use festivals and public events in all suburbs to engage people with sustainability.
- Encourage recycling habits through subtle visual education (native garden in Logan Reserve).
- Raise awareness of circular economy practices through schools and groups.

### School and youth engagement (5)

- Focus education efforts in schools, targeting young people as future leaders.
- Work with schools to teach students about their local environment.
- Deliver presentations in schools to promote climate awareness and community pride.
- Identify and involve youth as a key stakeholder group in climate discussions.
- Use school based engagement to build early understanding and motivation for change.

### Disaster preparedness and risk communication (3)

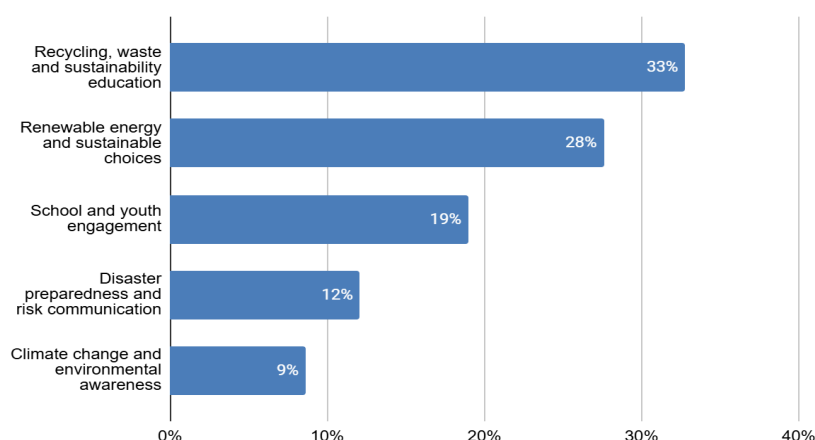
- Educate residents on disaster preparedness including where to go in an emergency.
- Clearly communicate the location of emergency hubs and local procedures.
- Ensure information is accessible before, during and after a climate related event.

### Renewable energy and sustainable choices (2)

- Help the community make informed decisions on solar panels and batteries.
- Share reputable information to build confidence and encourage uptake.

During Workshop 3, participants prioritised the key themes further and selected the top two opportunities. Figure 11 (below) demonstrates that top priorities being recycling, waste and sustainability education 33% (N=19) followed by renewable energy and sustainable choices 28% (N=16), and school and youth engagement 19% (N=11).

**Figure 11. Preferred Council roles (Educator)**



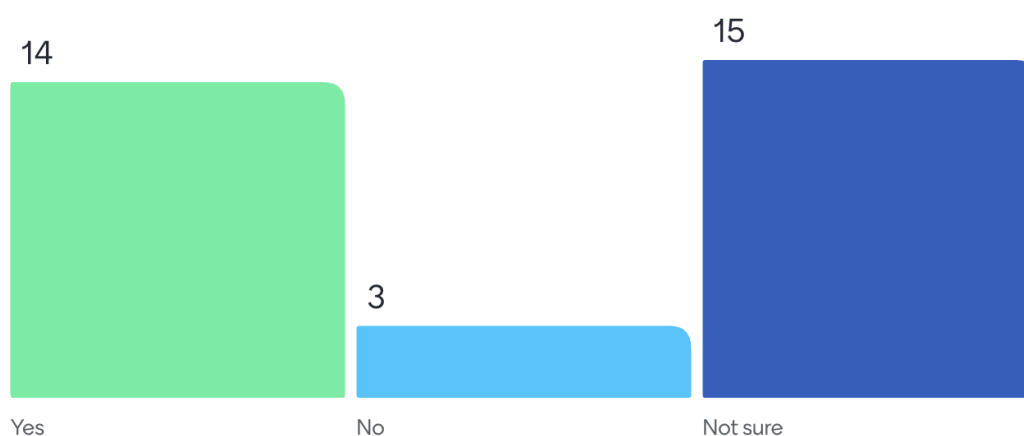
### 10.3. Landfill and contamination

After being presented with information about waste and recycling, including the current state, the options available to Hobsons Bay, and a run through of what others are doing in this space, participants were asked to consider whether HBCC should consider sending waste to the Advanced Waste Recycling facility.

This segment was hosted on an online platform, Mentimeter, which allowed participants to vote on their preferred decision. Options included 'yes', 'no', and 'unsure'. Of the 32 responses captured, 15 participants were unsure, followed by those in support of the decision (14), and three participants opposed.

It was determined that more information would need to be provided in order for the community to have an informed opinion, particularly regarding the possible consequences of the Advance Waste Facility including impact on air quality.

**Figure 12. Should Council consider sending waste to the Advanced Waste Recycling facility**



After being presented with relevant engagement findings to date, participants were asked questions relating to the reduction of landfill waste and contamination, and prompted to consider the consequences that should be in place. Participants were given ten minutes to consider each question and were able to 'like' or discuss ideas in the room.

### 10.3.1. Reducing landfill waste and contamination

#### Education and awareness (20)

- Increase community education on correct use of the four-bin system, including what goes where.
- Deliver public campaigns via newsletters, flyers, posters, libraries, and social media.
- Focus on explaining not just how to reduce landfill, but why it matters.
- Provide targeted education for young people and schools.
- Promote the consequences of contamination (e.g. costs, environmental impact).
- Improve bin signage and expand visual reminders (e.g. stickers, posters).
- Share human stories and local impacts to build connection and accountability.

#### Infrastructure and services (15)

- Provide more frequent or flexible bin collections (e.g. weekly green bin, opt-in red bin pickups).
- Offer accessible drop-off points for e-waste, batteries, and hazardous materials.
- Reintroduce or expand local recycling centres and tip shops for second-hand goods.
- Improve recycling technology and accept a broader range of materials (e.g. soft plastics, hard-to-recycle plastics, more glass types).
- Expand communal disposal options for items like paper and glass.
- Review and upgrade bin sizes to meet combined garden and food waste needs.

#### Incentives and rewards (14 mentions)

- Offer financial or rate-based incentives for households that correctly sort waste.
- Reward high-performing streets or suburbs for good recycling habits.
- Provide discounts or credits for reduced landfill or increased composting.
- Promote behaviour change through “carrot over stick” approaches.
- Offer free compost bins, larger green bins, or paper liners for food waste.
- Create community-based recognition programs for sustainability.

#### Enforcement and regulation (12)

- Penalise repeat contamination with a staged warning and fine system.
- Increase monitoring and follow-up on incorrectly sorted bins.
- Use bin stickers, audits, or technology like truck-mounted cameras.
- Charge for red landfill bins or excess landfill as a disincentive.
- Enforce proper waste practices in businesses and shops.
- Address illegal dumping and contamination more visibly and consistently.

#### Composting and organic waste (9)

- Support community and home composting through education and incentives.
- Promote benefits of composting and raise awareness of food waste impacts.
- Run home composting workshops and offer start-up resources.
- Address barriers like odour and bin size to make food waste disposal easier.

- Encourage use of biodegradable liners and provide alternatives to plastic bags.

#### **Shared responsibility and advocacy (7)**

- Advocate for changes at state and federal levels around packaging and soft plastics.
- Encourage supermarkets and manufacturers to reduce unnecessary plastic.
- Work with businesses to minimise waste and improve recycling practices.
- Highlight the role of industry and shift some responsibility away from consumers.
- Promote biodegradable alternatives and responsible procurement in local shops.
- Advocate for consistent national approaches to recycling.

#### **Contamination and environmental clean-up (5)**

- Clean up contaminated sites and address long-term waste build-up.
- Investigate causes of local contamination and communicate openly with the public.
- Take proactive steps to rehabilitate heavily polluted or animal-affected landfill areas.
- Prevent further environmental damage by decontaminating before expanding or redeveloping land.
- Highlight the urgent need to fix existing problems, not just manage future waste.

Of the comments received in this segment, a number of individuals ‘liked’ others’ responses. This showed that some ideas resonated with other participants in the room. The comments with the highest number of likes are shown in Figure 13.

**Figure 13. Most liked recommendations**



### **10.3.2. Consequences for contamination**

#### **Fines and financial penalties (17)**

- Apply fines for repeat offences, with many suggesting a staged approach (e.g. warnings, small fine etc).
- Significant penalties for businesses and smaller fines for households.
- Increase rates or bin charges for households that continue to contaminate or overuse landfill.
- Suggested models include fines proportionate to income or charging based on individual landfill use above a certain amount.
- Concerns were raised that penalties could lead to unintended consequences like increased illegal dumping.

#### **Warnings and education first (11)**

- Many advocate for education and clear communication before resorting to fines.
- Suggested approaches included warning letters, flyers explaining environmental impacts, or mandatory waste education sessions.
- Support for a 'three-strike' model (e.g. initial warning followed by consequences if behaviour doesn't change).
- Some felt that education without penalties was the most ideal option.

#### **Positive reinforcement and incentives (10)**

- Emphasis on rewarding good behaviour as it would be more effective and build community pride.
- Suggestions included reduced rates or bonuses for compliant households, bin stickers that celebrate good behaviour and street competitions.
- Recognising good recycling habits through visual cues or reporting could motivate others.
- Competitions between sports groups, blocks or suburbs were seen as fun and inclusive ways to build momentum.

#### **Behavioural and community based consequences (7)**

- Some participants suggested 'consequences with purpose' like community service (e.g. a day collecting rubbish or working at a recycling depot).
- Loss of access to extra bin collections or incentives.
- Public reporting, contrasted with others disagreeing with shaming others.

#### **System and policy level change (6)**

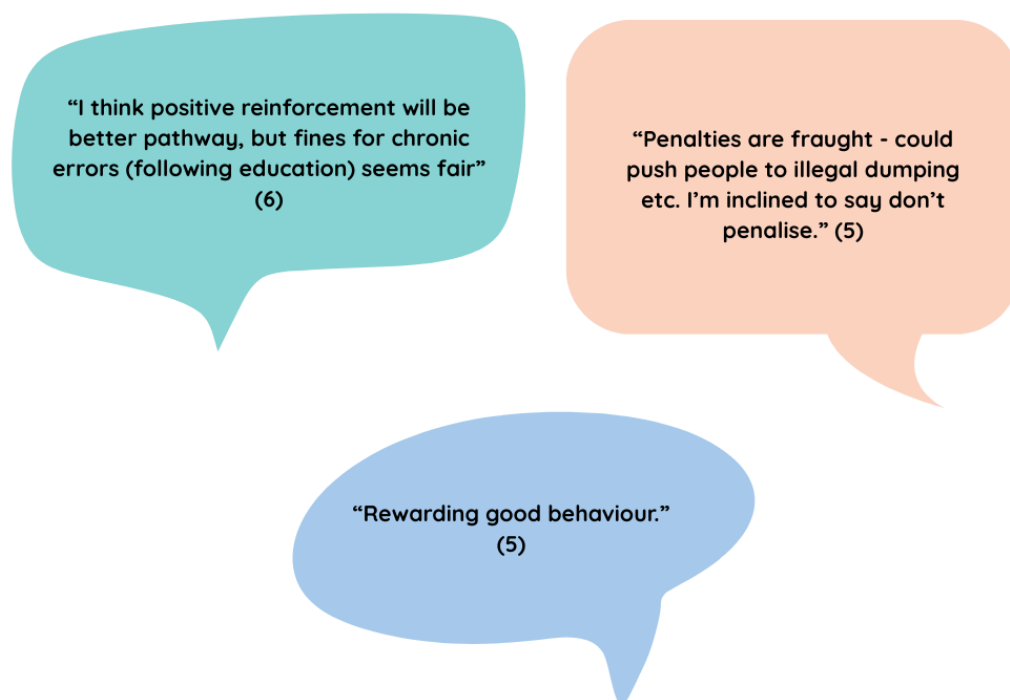
- Concerns about systemic issues like the lack of clarity on recycling rules, inconsistent messaging and responsibility shifting to users.
- Suggestions included improving waste contracts, enforcing waste standards through planning permits and targeting waste management companies for non-compliance.
- Some asked the council to focus on the main causes like why residents are getting it wrong rather than just punishing the outcome.

### Concerns about fairness and equity (6)

- Some participants felt penalties could be unfair, especially for renters who don't control their bins or those with limited access to information.
- A few questioned whether the real problem lies with individuals or with over-packaging and unclear recycling policies.
- There was a strong caution against shaming people, for example with angry-faced bin stickers or public callouts.

Of the comments received in this segment, a number of individuals 'liked' others' responses. This showed that some ideas resonated with other participants in the room. The comments with the highest number of likes are shown in Figure 14.

**Figure 14. Most liked consequences**



# 11. Workshop 3

On Wednesday 16 July, 2025, participants were brought back for the third workshop of the Community Representative Workshop series. This in-person workshop was held at Council's Corporate Centre (9am to 1:30 pm). Information shared with participants for optional pre-reading included the Health Profile and Health Priority Fact Sheets, Community Vision Report and video on how the Community Vision was created through engagement.

At the opening of the session, participants were welcomed and provided with a quick overview of what was discussed in Workshop 2, prioritised findings for Workshop 2 and explored the goals for the final workshop.

## 11.1. Community Services

Participants were presented with approximately 15 minutes of information regarding community services in Hobsons Bay. This included, but was not limited to early years, children, youth, community support and an outline of current challenges. This segment was followed by a short question and answer section and a presentation of relevant engagement findings to date.

### 11.1.1. Identifying gaps in community services

Participants were divided into five groups, each with a different persona to consider: parent with a baby; young person; older person; child; and a person with a disability. The groups were asked to:

- Discuss what services this person may need
- Document what service is NOT available that they may need
- Highlight what Council's role would be to ensure this service is available.

#### Parent with a baby

Wellbeing services for parents and babies were viewed as a potential gap, such as:

- Sleep services for new parents struggling with their baby sleep schedule
- Food access for new struggling parents (including meals on wheels)
- Safe housing for new babies' parents.
- Adopt-a-grandparent program
- Trustable babysitting services
- Parent support services
- Social get-togethers
- Services available on a Saturday

Participants articulated Council's role to have a strong focus on communication to parents about what services are available, including communicating directly to those with babies not born in Australia.



### **Young person**

The participants identified key gaps in communication- particularly how young people can find out what services and activities are available. Specific gaps highlighted included:

- Extending library hours for local students
- Ensuring programs and services are spread across the municipality
- Digital inclusion and safety programs
- Games and music-based activities
- Focusing on getting young people outside
- Life skills education
- Public education campaigns
- More opportunities for sports groups as well as non-competitive groups such as arts.

Communication was seen as a key role for Council, to promote opportunities, ensuring that digital communication is utilised. Utilising and expanding existing services such as libraries and youth services was viewed as important.

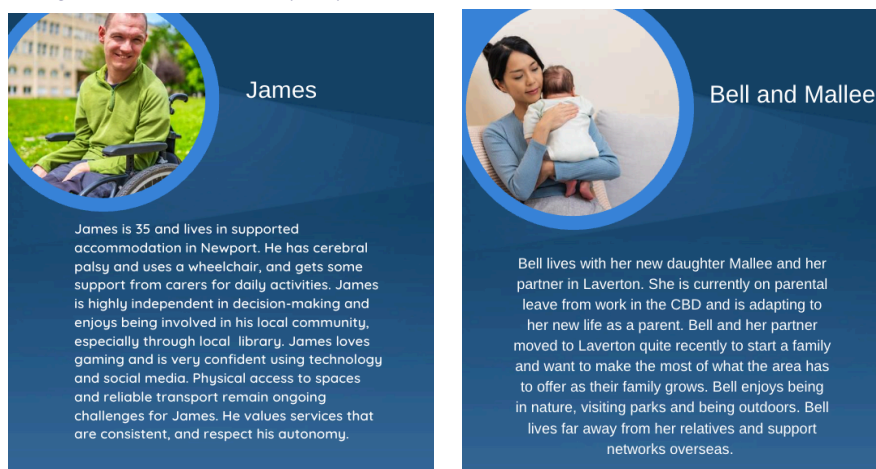
### **Older person**

This group recognised that there are existing services that are crucial including home visits, assistance with shopping community transport. Further suggestions that may address gaps:

- Exercise opportunities including tai-chi
- Opportunities for community building such as: chess, cards, morning tea, information sharing, promoting local clubs. This could occur in a variety of locations such as libraries, outside shopping centres etc.
- Education opportunities including technology education, preventative home maintenance, and how to access taxi cards and companion cards.
- Partner with youth to assist with technology
- Expand the community bus for wider uses e.g. visiting/socialising
- Assistance to navigate the complex service environment- this could be through drop in sessions in libraries, or, through a concierge-type service,

Council was seen to have key roles in providing information and support to older residents, including providing hard copy information (not solely on the internet). There was a suggestion that Council could reduce the red-tape required for community members wishing to organise events.

## Image 12 and 13. Example personas



### Child

This groups spoke about the variety of service needs and particularly had a focus on ensuring child safety, Suggestions that may address gaps:

- Supervised communal play areas with volunteers or older youth
- Opportunities to build local community across all skill levels e.g. sports teams
- Increased local clubs and activities, working with volunteers
- Finding ways to work with police for community safety
- Address safety e.g. advocate for police presence, safe public transport and active transport networks
- Offer skill building for young people
- Connecting families to the right services
- Partner with schools, kindergartens and Department of Education:
  - Visits prior to starting school to familiarise with school and procedures
  - Transition programmes
  - Volunteers in schools in first term to help with assimilation
  - Breakfast clubs
  - Council run playgroups and
  - Parents group for first time school parents

Council was seen to have key roles in providing direct services (e.g. facilitating youth clubs, parent groups etc) as well as a role in sharing information on existing services and advocating for changes to the education system.


### Person with a disability

This group recognised that there is no “one-size-fits-all” approach and that it is crucial that individual needs are recognised. Suggestions that may address gaps:

- Improve accessible transport- respect autonomy on when and where.
- Providing meal services.
- Ensuring interpreters at community events e.g. AUSLAN interpreters.
- Providing maintenance service (gap with NDIS).
- Providing information and advice on services and NDIS funding.
- Improve Council website to make user friendly and accessible.
- Provide information in community centres and libraries.
- Improve pathways to support independent travel and access to parks.
- Increase offerings with libraries and community centres (e.g. gaming).
- Support groups for those with disabilities, particularly peer-led.
- Improve access to toilets.

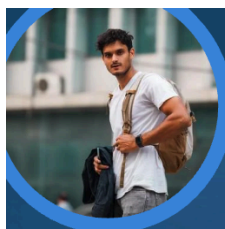
Council’s role could focus on infrastructure improvements for physical accessibility, as well as website improvements for digital access. Council could expand offerings in community venues and be a source of information and advice for the community.

### Image 14 and 15. Example personas



Irene

Irene has lived in Seaholme for 40 years in the same house. Now widowed and living alone, she's starting to need help with daily tasks like cleaning, shopping, and home maintenance. While she's proud of her independence, she finds it hard to ask for support and isn't confident using online systems. Margaret values personal, local services and still enjoys a chat at the local shops or on her front porch with long-time neighbours. Irene loves having her grandchildren come to stay on weekends for family meals.



Sudeep

Sudeep is 24 and recently moved to Australia from Nepal to study at Victoria University. He lives in a share house in Brooklyn and juggles part-time work in hospitality alongside his studies. Sudeep is still adjusting to life in Australia, navigating public transport, making new friends, and managing living costs on a tight budget. He's keen to get involved in local events, meet people, and build a friendship group but sometimes finds it hard to know what's available or where to start.

## **11.2. Health and Wellbeing**

Participants were presented with approximately 15 minutes of information regarding health and wellbeing. This included, but was not limited to Council's legislated requirements, health and wellbeing trends, and current data on key topics. This segment was followed by a short question and answer section and a presentation of relevant engagement findings to date.

### **11.2.1. Identifying Council's role in addressing health and wellbeing**

Participants were encouraged to individually visit five separate stations each focusing on a different health and wellbeing priority and provide suggestions on what they believe Council's role should be in addressing the health and wellbeing need.

#### **Active living**

Participants recognised that physical activity is one the top ways of preventing and managing chronic disease and mental health. It is especially important with an ageing population that is at high risk of falls and supporting people to live independently with a high quality of life.

#### **Provider**

- Provide safe bike paths connecting all suburbs (e.g. Kororoit Creek Rd roundabout.
- Provide exercise programs (e.g. walking, exercise, yoga, exercise equipment). Target vulnerable and isolated groups. Assist to set-up not necessarily manage.
- Proactive management of council pool (e.g. Bayfit) to directly benefit the community.
- Maintain and upgrade footpaths and drains- too many tripping hazards.
- Fund vouchers for kids sport (e.g. feeds, uniforms) for those who cannot afford it.
- Subsidise sporting fees for struggling families to put children in sports.
- Ensure access for all at Williamstown pool e.g. appropriate fees.

#### **Partner**

- Walkable shopping strips work with businesses and business owners to promote pedestrianised commercial precincts (see Street Commerce by Andrew Sevtsuk).
- Partner with state groups e.g. Football Victoria to provide more casual sporting opportunities.
- Work with schools to open up sports grounds to the public after hours (see infrastructure Victoria report).
- Create a local league for people who do not have a sports club to use sports grounds currently only used a few times a week e.g. near Altona sports centre.
- Create "rock-up" sports in a semi-formalised and non-competitive structure.
- Add female change rooms to all sports facilities to encourage girls participation.
- Utilise sports facilities/grounds when clubs aren't using them.

#### **Advocate**

- Lobby the state government to provide reliable public transport fast and frequent and connect these services to active transport (e.g. walking and cycling paths) to ensure integrated transport networks.
- Advocate to subsidise fees and charges for kids sport.

## Educator

- Encourage school systems to include more physical activity opportunities and nutrition.
- Promote/support more physical activity in the council area.

## Mental health

### Provider

- Provide safe spaces in the community (e.g. a quiet room).
- Provide a women's shed.
- Provide peer support groups venues where they can meet.
- Provide activities for good mental health at council leisure facilities.

### Partner

- Partner with state government funding to create a regional package (e.g. an incentive for mental health practitioners to stay and work in this region).
- Partner with local universities and schools who have mental health practitioners and encourage placement and graduate opportunities in the region.

### Advocate

- Advocate for safe spaces and quiet rooms at all schools.
- Advocate on the importance of mental health at schools, institutions and organisations.

### Educator

- Educate on the link between being online and loneliness and depression.
- Educate parents and students on device usage and detrimental effects on mental health and isolation.
- Provide broad awareness of programmes.
- Raise awareness that RUOK? day is not just a day, it's everyday.
- Provide material at community hubs (e.g. library pool) about services, programmes and tips for good mental health.

Image 16. Example Health and Wellbeing activity sheet

Mental health	
Council's role	Suggestion
<b>Provider-</b> we directly plan and deliver services, support, infrastructure or facilities to meet the needs of the community.	
<b>Partner-</b> we deliver services or facilities in partnership with key stakeholders. We provide support to enable other organisations to provide a service or facility.	
<b>Advocate-</b> we use our voice to influence government (and other stakeholders) on issues that are important to change policy or secure funding.	
<b>Educator-</b> we share information, raise awareness, and develop knowledge and skills to empower individuals and groups.	

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## Safety in the home

### Provider

- Provides opportunities for community bonding and creating support networks through initiatives e.g. street parties.
- Access to services across all areas (e.g. orange door, community legal services) for all genders.
- Provide Neighbourhood Watch.
- Open community facilities later e.g. libraries.
- Increase CCTV cameras in public areas and streets.

### Partner

- More visible police presence.
- Advertise help lines on fridge magnets etc.
- Partner with high influence people to role model behaviours.

### Advocate

- Increase mental health services.
- Advocate for more police presence.

### Educator

- Share the statistics with the community to improve awareness.
- Provide information in Hobsons Bay newsletter on home security e.g. ring doorbells.
- Advertise support options.
- Educate on the impacts of substance abuse.
- Encourage a culture for checking in on neighbours.
- Ensure family violence information is inclusive of male victims.

## Safety in the community

### Provider

- Provide security in public places (e.g. Pier Street).
- Provide alternative places for people to spend time (e.g. social clubs).
- Provide support to isolated groups (e.g. migrants).
- Provide a safe space (e.g. library open late).
- Support rough sleepers (e.g. bus that provides a safe space, soup kitchen).
- Provide adequate lighting in public places (e.g. footpaths and intersections).

### Partner

- Partner with Police and Neighbourhood Watch.
- Monitor and take feedback from local Facebook groups.
- Partner with local jujitsu and taekwondo groups to provide subsidised training to youth.
- Work with VicRoads to improve roadways and signals and lighting.
- Partner with churches to utilise halls.

### Advocate

- Advocate for support for migrant communities.
- Advocate to state and federal government to set up new police stations.
- Advocate for better transport to ensure safe travel.
- Advocate for regular and varied police patrols.

**Educator**

- Educate on how to call out poor behaviour.
- Work with schools on teaching respectful behaviour.
- Work with a celebrity influencer to educate children.
- Education on behaviour and respecting the law.

**Social connections****Provider**

- Support social gatherings - make it easier for community groups to run events (e.g. assistance with paperwork).
- Support men's shed and similar (e.g. secure spaces, insurance coverage etc).
- Provide community sport opportunities.
- Expand Bayfit spaces and unused spaces to offer activities.
- Provide facilities to community groups that may be niche and targeted.
- Ensure opportunities for social connection with physical activity (e.g. tea or coffee after a walk).
- Provide intergenerational activities in partnership with other organisations (e.g. adopt a grandparent).
- Provide a social connections ideas box in libraries.

**Partner**

- Partner with community groups to promote opportunities to become involved.
- Partner with services to encourage physical delivery of newspapers and local newsletters in addition to email service.

**Advocate**

- Advocate for better transport connections (e.g. community shuttle for people with limited mobility).
- Advocate for leadership programmes for young people aged 18 to 25.

**Educator**

- Provide information on social groups and activities (e.g. location, contact details).
- Develop a careers fair for younger people 18 to 25- get various council departments to speak about their work.

**Image 17. Community Representative Workshops**

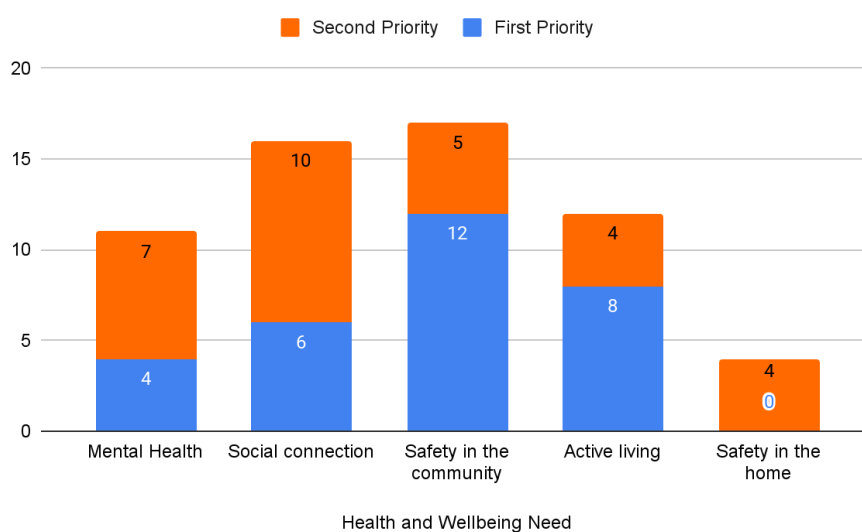


### 11.2.2. Prioritising health and wellbeing needs

Participants were asked to move to the health and wellbeing priority that they considered most important, followed by their second. Figure 15 shows that safety in the community was voted as the highest priority (N= 12 first priority and N=17 total), with social connection the second highest overall (N=16 total) and active living the highest preference at the second vote (N=8).

When votes were discussed, there was recognition from participants that there were many areas that overlap and that could positively impact subsequent areas.

**Figure 15: Health and wellbeing priorities**





### 11.3. Community Vision

Participants were presented with a brief overview of the purpose of a vision statement, and how the original statement was developed and the broad engagement feedback received on the community vision.

#### 11.3.1. Vision statement review

Participants were then asked to work in pairs to review the current vision statement and six priorities. They were asked to highlight words in green that they felt were strong and still relevant and highlight words in red which they felt were unclear or outdated. Image 18. shows the words from the community vision statement most commonly 'green' were environment, inclusive, diversity, sustainable and community. Image 19. shows the words from the community vision statement most commonly 'red' which were excellence, empowered, progressive and visionary.

**Image 18. Word cloud of strong and/or relevant community vision words 'Green'**



**Image 19. Word map of unclear and/or outdated community vision words 'Red'**



### 11.3.2. Refreshed vision statements

Participants then split into six groups and were asked to review the highlighted words and refresh the community vision statement. They came up with the six statements, seen below in Table 29, which were then voted on (two votes per person).

**Table 29. Propose Community Vision statements**

Proposed Community Vision statement	No. of votes
By 2030 the Hobsons Bay Council will be transparent, accountable and efficient, for prioritising principles of community well being, safety and sustainability.	16
By 2030, celebrating our heritage environment and diversity, we - the community of Hobsons Bay - will be inclusive, sustainable, community-led and supported by a responsive and accountable Council.	11
By 2030, building on our unique heritage, nature, and community, we will thrive on a versatile, financially sustainable, courageous and bold council.	10
By 2030 Hobsons Bay will be a sustainable and inclusive community, building on and respecting our heritage, environment and diversity, supported and served by a progressive and transparent Council	8
By 2030, we will be protecting and supporting our heritage, environment and diversity, and continuously improving our inclusive, healthy community, led by a progressive council for the residents, continuing to learn from and respecting traditional custodians of this land.	7
By 2030, embracing our history, environment and diversity, we - the community of Hobsons Bay - will be an inclusive, engaged, sustainable and visionary community supported by council	7

The six groups also received one priority to refresh after reviewing the highlighted words.

### 11.3.3. Priority 1. Visionary, vibrant, accountable urban planning

General feedback from participants indicated that the words visionary and vibrant were not well supported, with additional feedback regarding the statement being unclear and out-dated.

The suggested re-freshed wording by the group was *“Sustainable, safe, accessible, person-centred and functional urban planning”*

#### **11.3.4. Priority 2. Community wellbeing and inter-connection**

General feedback from participants indicated that this priority was supported with some believing the term “inter-connection” was unclear.

The suggested re-freshed wording by the group was *“Building community wellbeing by engaging with all residents of Hobsons Bay”*.

#### **11.3.5. Priority 3. Growth through innovation, access to local jobs, technology and education.**

General feedback from participants indicated that this priority was unclear particularly in regards to the words ‘growth’, ‘innovation’ and ‘technology’

The suggested re-freshed wording by the group was *“Increased access to local jobs, technology and education.”*

#### **11.3.6. Priority 4. Proactive enrichment, expansion and conservation of the natural and urban environment.**

General feedback indicated that participants were not supportive of the terms “proactive enrichment” and were unclear what “expansion” meant in the content of both natural and urban environments. There was also commentary that this priority appeared to be contradictory in nature.

The suggested re-freshed wording by the group was *“Continuous improvement and conversation of the natural environment, whilst maintaining consideration of the urban environment.”*

#### **11.3.7. Priority 5. Activation of sustainable practices**

General feedback indicated that participants were not supportive of the term “activation” with further participants questioning exactly what was meant by sustainable practices.

The group suggested two re-freshed wording options for consideration: *“Maintain, measure and expand sustainable practices”* and *“Ensure accountability of sustainable practices”*

#### **11.3.8. Priority 6. An accessible and connected community**

General feedback indicated that participants were supportive of the priority, with some questioning the term “accessible”.

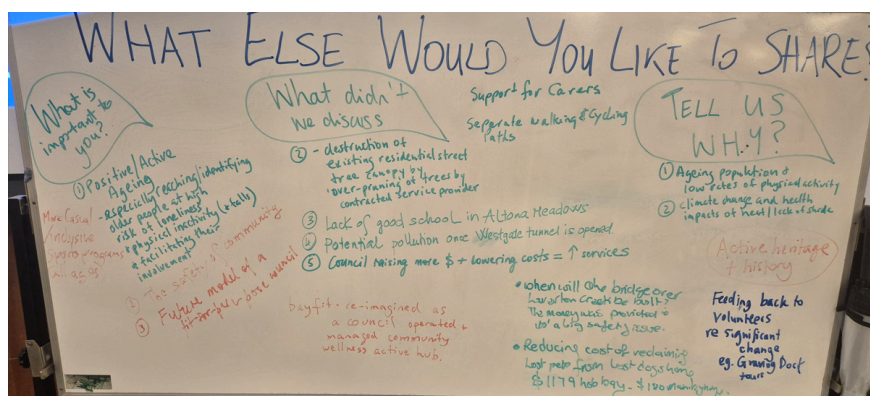
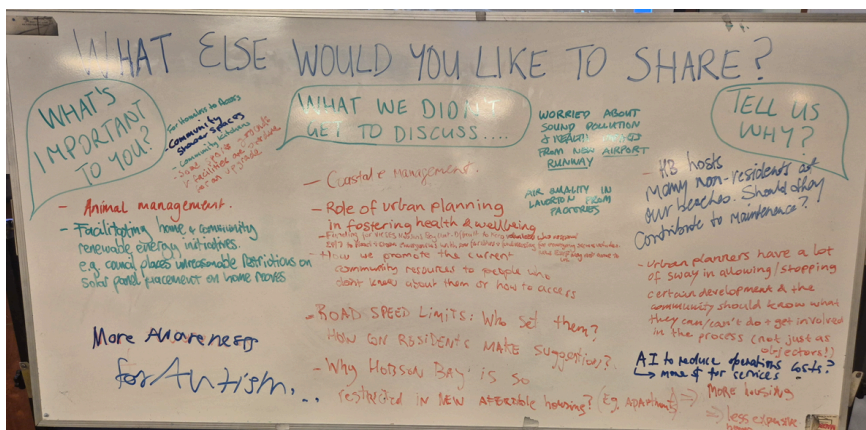
The suggested re-freshed wording by the group was *“Better and more accessible transport options.”*

## 12. Other issues raised

Participants were provided with an option to record other issues they felt strongly about that the CRW did not discuss. Participants were able to add to a whiteboard throughout Workshop 3. Key issues raised broadly fit into the following themes:

- **Health, Ageing & Wellbeing:** positive ageing; ageing population; climate change impacts on health; support for carers; autism awareness; and homeless services.
- **Inclusive & Active Communities:** inclusive sports programs; sportsground upgrades; active heritage and history; feedback to volunteers; and community engagement in urban planning.
- **Environment & Sustainability:** tree canopy destruction; pollution (air, sound, water); coastal management; climate action and renewable energy (home and community initiatives); and visitor contributions to beach maintenance.
- **Urban Planning & Infrastructure:** urban planning and its links to health and wellbeing; Laverton Creek bridge; separate active transport paths; road safety; affordable housing; and school availability.
- **Governance, Safety & Council Services:** community safety; animal management (including reclaim fees); increasing revenue for Council; Bayfit as a council-managed facility; role of AI in local government; and communicating community resources.

Image 20 and 21. Photo of whiteboard activity

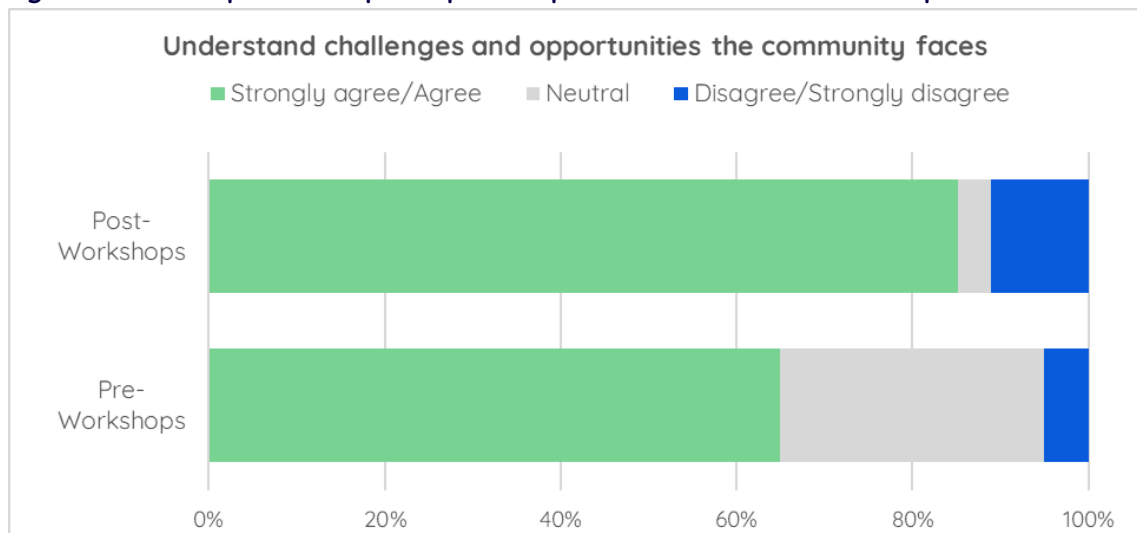


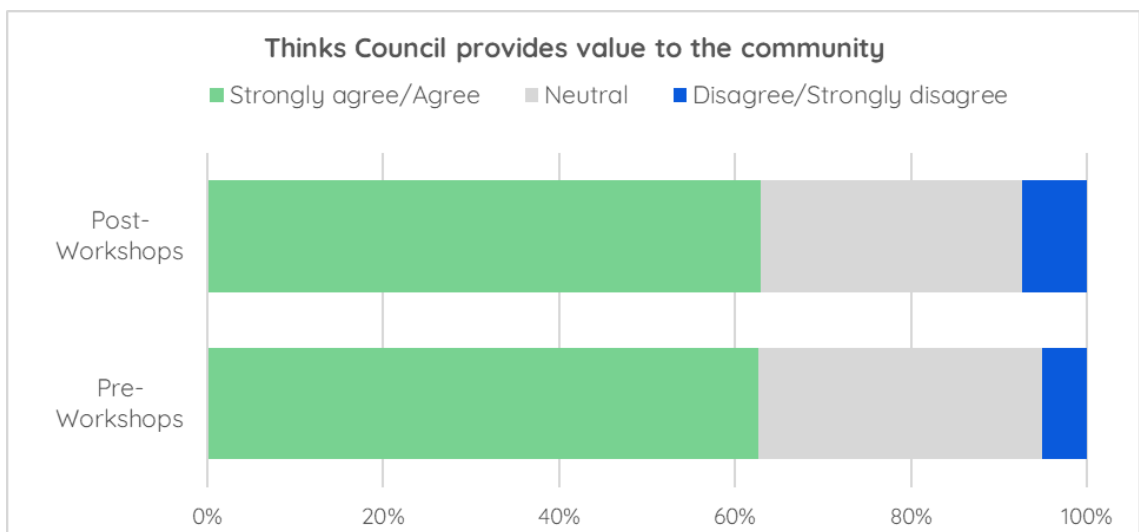
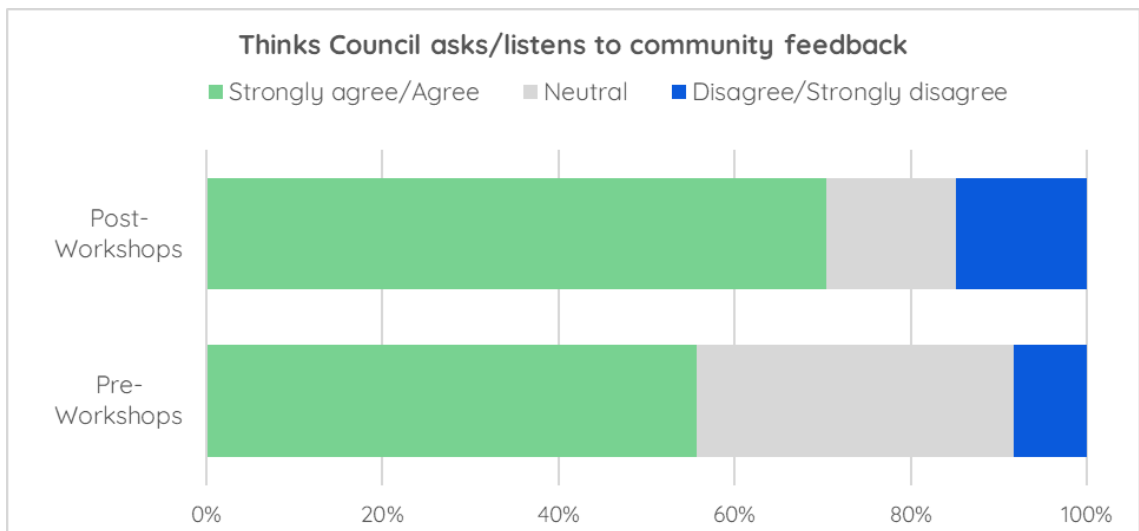
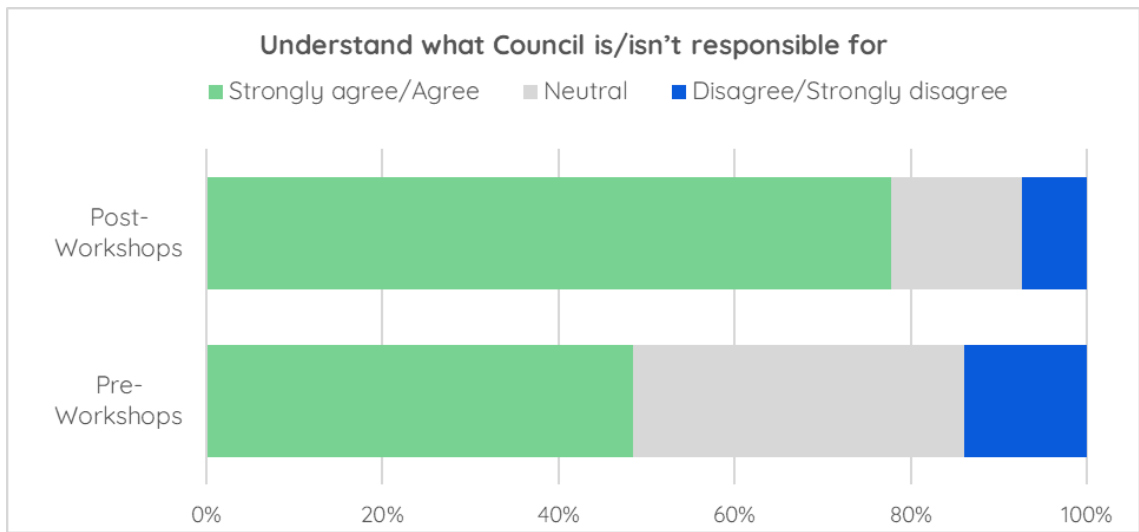
# 13. Evaluation of the CRW

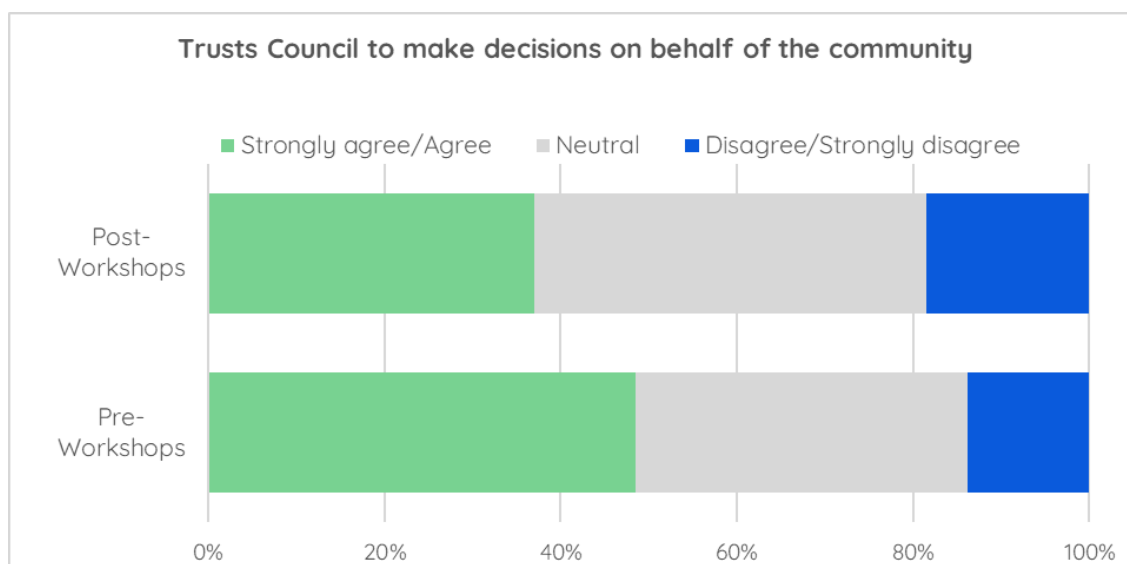
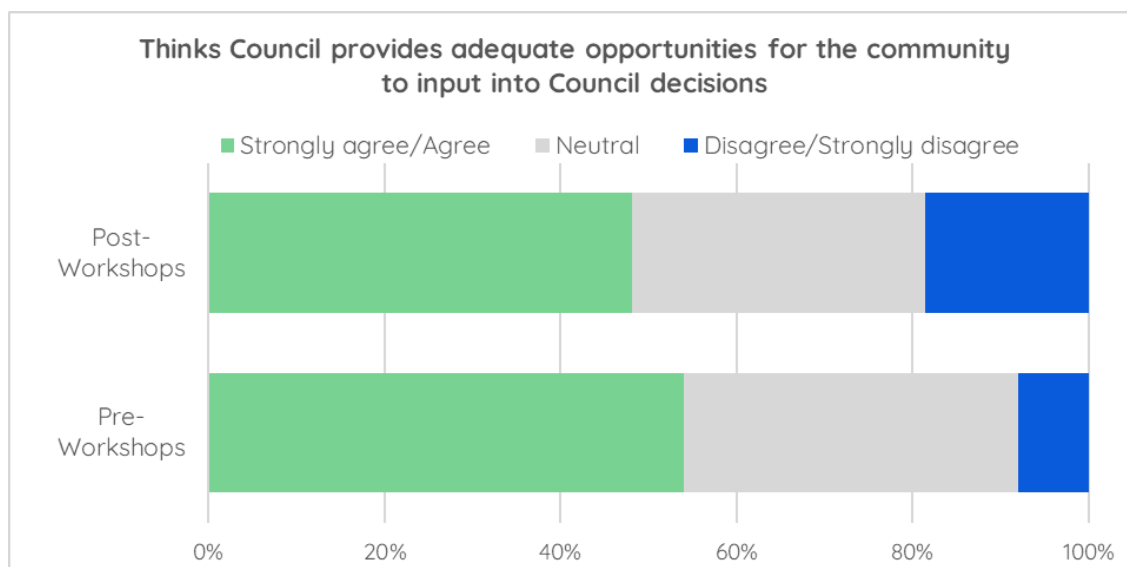
Panel members were asked questions about their experience before and after the panel. Completion of the pre and post panel surveys was optional, with 37 panel members completing the pre survey and 28 completing the post survey. It is important to note that not all panel members completed all questions in the pre and post-survey.

Participants were asked to demonstrate their level of agreement with a series of statements relating to their understanding of Council and Council process and their trust in Council. Figure 16a-f show the pre participation and post participation responses. There was a marked increase in understanding of what Council is and is not responsible for in the post survey. There was a considerable increase in agreement with the phrase; ‘Council asks and listens to community feedback’ (56% v.s 72%) however there was also an increase in disagreement (6% v.s 16%). There was an increase in disagreement with the phrase ‘Council provides adequate opportunities for the community to input into Council decisions’ (8%v.s.21%) and trust in Council to make decisions on behalf of the community (14% vs. 20%).

**Figure 16a-f. Comparison of participants’ opinions about Council and its processes**







100% of participants in the post survey indicated that they would recommend joining a Community Representative Workshop to another community member.

When participants were asked how the workshop program could have been improved, the bulk of suggestions were for more detailed information to support answering questions in the form of pre reading, financial information, usership data, presentations, easy to understand information, greater scope of experts involved (n=11). Some participants felt there could have been more time allocated to group work or reflection before moving on to other activities (n= 5). Others had concerns about the application of the representative workshop findings and wanted more concrete or measurable actions (n=3).

When asked what their favourite part of the workshop program was, getting to know other members of the community (n=18). Participants described the value of working together with a diverse group of community members and hearing a variety of opinions and approaches. Others enjoyed the opportunity to have conversations with and be heard by Council (n=6). Participants also shared good feedback about the activity structure and design (n=5). Others mentioned it was a good experience to increase their knowledge about Council (n=4) and some participants enjoyed the facilitation of the workshop program (n=2).

**Figure 17: Favourite parts of the CRW**





# 14. Recommendations

A significant amount of feedback and data was collected throughout the CRW program. It is recommended that the feedback is read in its entirety to gain a full understanding of the discussions and recommendations.

A summary of the key recommendations arising from the CRW:

1. Apply an equity lens to the Council Plan, services, initiatives and asset investments to ensure fair access and resourcing across the municipality.
2. Use clear criteria to determine non-essential services and communicate how these decisions were made to the community.
3. Prioritise community needs and outcomes ahead of cost-savings.
4. Review how service “demand” is measured and ensure qualitative data is used to inform decision-making.
5. Close performance gaps in delivering on the Asset Plan principles, especially around equity and sustainability.
6. Align asset investment with community needs. Prioritising parks, open space, streetscapes, and community and recreation facilities.
7. Deliver a mix of new and renewed assets, with a modest emphasis on renewal.
8. Provide clear, accessible information on the potential impacts of Advanced Waste Recycling before seeking community feedback or making decisions.
9. Promote recycling and proper waste management through targeted education, resources, and accessible services.
10. Recognise and reward correct waste sorting, educate those making errors, and enforce penalties for repeated and intentional non-compliance.
11. Activate existing spaces and underutilised infrastructure to host arts, culture, exhibitions, and events.
12. Use a mix of communication channels including physical signage and visual promotion, to inform the community about services, events, and programs.
13. Expand services that address drainage, flooding, and stormwater management.
14. Support households and communities to prepare for the impacts of climate change.
15. Advocate and partner with the State Government to ensure sustainable land use and climate-responsive development.
16. Identify community service gaps and respond through direct delivery or advocacy.
17. Prioritise health and wellbeing initiatives, especially those focused on community safety and social connection.
18. Refresh the community vision and priorities to better reflect current needs and expectations.
19. Make better use of existing assets and infrastructure to support arts and culture, health and wellbeing, employment, and local industry growth.

A photograph of a woman with blonde hair in a ponytail, wearing a white tank top and black shorts, running through a park. The image is overlaid with a semi-transparent blue filter. The background shows trees and a path.

## HEALTH AND WELLBEING STAKEHOLDER FORUM

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Hobsons Bay City Council  
Engagement Outcomes Report  
July 2025

*Conversation Co.*

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# 1. Introduction

Conversation Co was engaged by Hobsons Bay City Council to design and facilitate a Health and Wellbeing Stakeholder Forum. The feedback gathered through the Forum will support the development of the Municipal Public Health and Wellbeing Plan 2025–2029 and help identify opportunities for collaborative and preventative health action across the municipality.

## **Purpose of the engagement was to:**

- Identify key issues (current and emerging) impacting public health and community wellbeing within the catchment;
- Identify opportunities for collaborative and coordinated action; and
- Encourage networking and partnership building.

## **Methodology**

The two and a half hour workshop was held on 25 June 2025 and brought together health and wellbeing stakeholders from across community health, government, education, housing, aged care, youth, and social services. Activities included a presentation of current data findings, live voting on shared priorities, and small group discussions focused on suggested preventive actions and partnership opportunities. The workshop concluded with lunch and networking. A copy of the agenda is provided in Appendix 1.

## **Participation**

A total of 57 people attended the forum, representing 32 organisations. Details of the organisations represented are provided at Appendix 2.

## **Purpose of this report**

This summary presents the ideas, actions, and opportunities that emerged from the workshop, with the aim of shaping the next Hobsons Bay Municipal Public Health and Wellbeing Plan. It is organised by:

- Key and emerging issues
- Stakeholder priority votes
- Suggested preventive actions and potential partners

The issues, priorities and actions described in this report were suggested by participants at the Forum. They will be considered in developing and implementing the MPHWP. However, no commitment is provided that specific issues, priorities or actions will be included. Forum participants will have further opportunities to shape the plan and provide feedback on a draft when it is endorsed by Council.

## 2. Key and Emerging Issues

Participants were invited to reflect on key and emerging health and wellbeing issues in Hobsons Bay. Discussions raised a broad range of themes, often spanning multiple domains of community life. These themes are summarised below.

### **Activity Question:**

*'Key and Emerging Issues – Have we missed anything? What else do we need to know about it? How/where/Who is it impacting?'*

### **Mental Health and Social Connection**

Mental health was identified as a persistent concern across age groups, particularly among young people, carers, and those experiencing isolation. Barriers to accessing timely and affordable mental health support were widely reported, with reference to the high cost of private services and long wait times for psychologists. Mental health concerns were linked to broader social determinants, including loneliness, financial stress, digital exclusion, and housing instability. Participants also highlighted the role of community connection and nature-based activities in supporting mental wellbeing, and called for greater investment in peer-led programs and grassroots support.

### **Young People and Service Gaps**

Stakeholders emphasised a lack of services, spaces, and staff to support young people, particularly those aged 13–25. Engagement with youth was described as difficult, with some noting that young people who don't engage in "risky" behaviours may be overlooked. Transport, cost, and walkability were all raised as barriers to participation. Participants called for more inclusive, accessible, and youth-led activities, as well as opportunities for intergenerational connection through settings like libraries and arts programs.

### **Housing Stress and Homelessness**

Housing was a central theme, with strong concern for people experiencing or at risk of homelessness, including older women, carers with children, and young people. Stakeholders discussed the unaffordability of the rental market, the lack of social housing, and the growing number of unregistered rooming houses. These issues were closely tied to poor mental health, family violence, and service exclusion. Participants also noted the need for community-wide shifts in attitudes and further advocacy on housing solutions.

### **Safety and Public Infrastructure**

Safety was a significant theme, particularly in relation to transport, public spaces, and lighting. Young women were described as feeling unsafe accessing public transport to socialise, leading to greater isolation. Infrastructure concerns—such as unsealed footpaths, poor lighting at community facilities, and lack of accessible public toilets—were also raised as contributing to social disconnection and exclusion, especially for older adults and those with mobility issues.

### **Inclusion, Identity and Intersectionality**

There was a strong call to better reflect the needs of LGBTQIA+ people, people with disability, and culturally and linguistically diverse (CALD) communities in Council's planning and advocacy. Suggestions included increasing access to inclusive sport and recreation opportunities, improving the cultural relevance of services, and addressing systemic issues such as racism in employment. Stakeholders suggested greater engagement with allies and Traditional Owners to support First Nations inclusion, and the need for tailored communication approaches for CALD communities.

### **Food Access and Affordability**

Food security was seen as an increasingly important issue, particularly among young people and time-poor families. Participants noted a shift away from traditional and healthy diets, and rising reliance on ready-made or inexpensive food options. Social supermarkets and emergency food relief were mentioned as helpful initiatives, but more education around nutrition and culturally appropriate food access is needed. Some participants highlighted the need for more localised data on healthy food availability and demographic-specific needs across suburbs.

### **Access to Services and Digital Inclusion**

Several participants raised concerns about navigating Council and community services, particularly for older adults or people with limited digital skills. Online booking systems, complex procedures, and limited service hours (e.g. 9am–1pm openings) were described as barriers to access. The shift to digital communication was seen as excluding those who prefer face-to-face contact or need additional support to build digital literacy. Participants also questioned the clarity around which services fall under local government responsibility.

### **Alcohol, Tobacco, Vaping and Gambling**

Gambling harm was raised as an overlooked issue, with links to alcohol consumption, family violence, and mental health concerns. Education and prevention were seen as areas for development. Stakeholders also cited recent data showing higher-than-average vaping rates among adults in the area, raising questions around school and community responses. The need for better public data and education campaigns around substance use was emphasised.



## Environment, Climate and Amenity

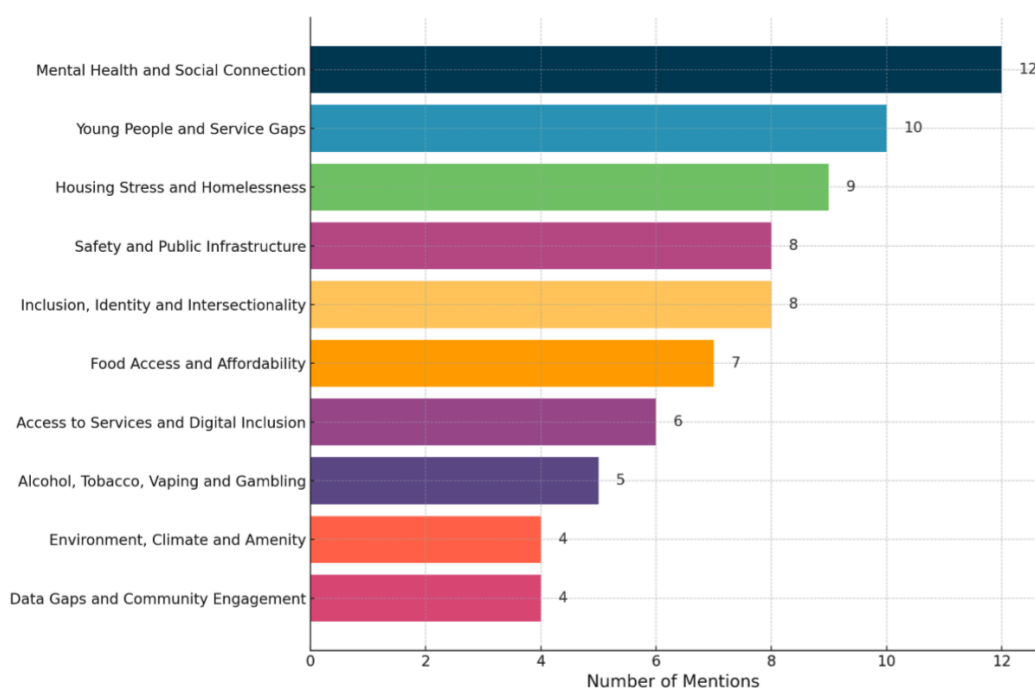
Low tree canopy coverage, particularly in western parts of the municipality, was identified as an environmental concern. While participants acknowledged limitations on planting tall trees in some areas, climate-responsive planning was seen as critical to future wellbeing. Nature-based programs were described as having positive effects on mental health but were not yet well-integrated into Council strategy. Participants also flagged the importance of sustainable design in private developments, such as shopping centres, to maintain community access and belonging.

## Data Gaps and Community Engagement

A number of participants expressed concerns about the sample size and representativeness of community consultations. Suggestions were made to incentivise participation and ensure broader reach across diverse population groups. Stakeholders also identified the need for disaggregated local data, particularly regarding LGBTQIA+ inclusion, gambling harm, and food insecurity, to better inform planning. There was strong interest in seeing what is already working well across Council initiatives and exploring how these can be scaled or replicated.

Figure 1 below provides a quantitative summary of the key and emerging issues raised.

**Figure 1. Key and emerging issues - Hobsons Bay Health and Wellbeing Stakeholder Workshop**

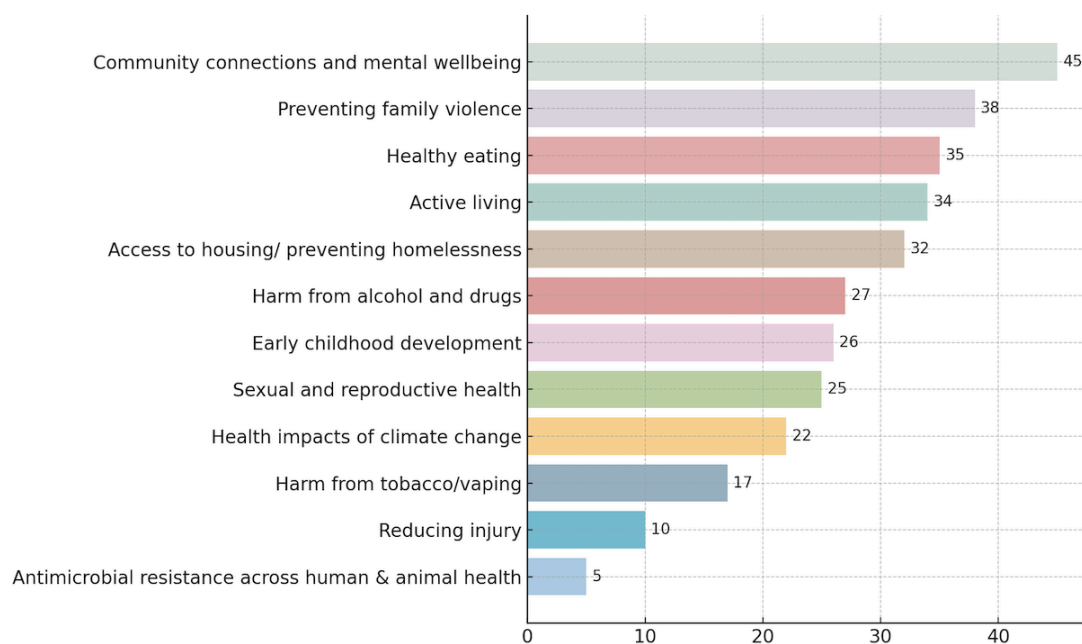


### 3. Priority focus

Participants were asked to consider ‘*what are the top priorities that we should be working in partnership to address?*’. There were 11 priorities to consider with voting recorded through an online platform (Mentimetre) Participants could select as many options as they felt appropriate.

Of the 11 priorities, participants primarily preferred a focus on Community connections and mental wellbeing (45 votes). This was followed by Preventing family violence (38), Healthy eating (35), and Active living (34). Other key areas of interest included Access to housing and preventing homelessness (32), Harm from alcohol and drugs (27), Early childhood development (26), and Sexual and reproductive health (25). Fewer votes were cast for Health impacts of climate change (22), Harm from tobacco and vaping (17), Reducing injury (10), and Antimicrobial resistance across human and animal health (5).

**Figure 2. Participants preference on priority area focus**





## 4. Preventative Actions

Participants were asked to suggest preventative actions in response to the priority areas. A broad range of ideas and initiatives were shared, along with suggestions for potential partners to help bring them to life.

### 4.1 Community connection and mental health

Mental health was closely linked to issues of community connection, social inclusion and service access. Suggested preventative actions included:

- **Investment in community centres and neighbourhood houses:** These spaces were identified as critical local assets for mental health, community cohesion and connection.
- **Youth engagement initiatives:** Activities, creative programs (like teen-publishing), and safe venues for young people were highlighted as vital to build mental wellbeing.
- **Drop-in and low-barrier spaces:** Services that allow flexible, walk-in mental health and wellbeing support were viewed as key, especially for seniors and residents returning from prison.
- **Local mental health service access:** Participants called for increased access to psychological support within Hobsons Bay, including for primary-aged children. There was a suggestion of services being offered free and ensuring programs and services are taken to areas of need.
- **Nature and social connection:** Better promotion of regional parks and green spaces that are inclusive of all ages and abilities. Signage, toilets, shade and BBQs were considered important enablers of calm and connection. Participants suggested a focus on areas that are accessible for the neurodiverse community.
- **Health promotion and stigma reduction:** Education of professionals, promotion of lived experience learning, and community education in accessible formats were suggested.
- **Better advertising and service navigation:** Suggestions included promoting programs via libraries and newspapers, and creating a central database of services and successful programs to reduce siloed thinking and support partnerships.
- **Support for volunteers and community-led initiatives:** Strengthening groups such as Neighbourhood Watch and supporting volunteers to help build resilience and safety.
- **Events and education:** Providing festivals and activities for families to connect. Supporting digital literacy as another avenue to make connections.
- **Shared learnings:** Sharing information on successful programs to partners.

Suggested potential partnerships included Louis Joel Art Centre, community groups, IPC Health, North Western Melbourne Primary Health Network, Youth Support + Advisory

Service (YSAS), Centre for Multicultural Youth, Headspace, Victoria Police, cultural groups, neighbourhood houses, local arts organisations and youth organisations.

## 4.2 Preventing Family Violence

Participants emphasised the need for early intervention, inclusive education, and community-wide visibility to prevent family violence and support those at risk. Suggested preventative actions included:

- **Education and awareness in schools:** Expanding respectful relationships and sexuality education, with a focus on prevention and recognition of non-physical abuse.
- **Public messaging across Hobsons Bay:** Using real estate boards and other visible platforms to raise awareness and challenge stigma.
- **Targeted safety support for older women:** Creating campaigns and programs that address the specific needs of women aged 40 and above, including online safety.
- **Inclusive relationship education:** Ensuring that LGBTQIA+ and age-disparate partnerships are acknowledged in program content.
- **Improving service access and information:** Making it easier for people to find and navigate available support, including during times of crisis or transition.
- **Preventing repeated re-reporting without support:** Emphasising the importance of sustained, trauma-informed assistance following initial disclosures to support individuals.
- **Coercive control and financial manipulation education:** Building public understanding of non-physical violence and how it presents.
- **Suicide risk identification:** Training community members and frontline workers to recognise signs of suicide risk as an early intervention measure.
- **Healthy relationship and communication skills:** Teaching foundational skills for respectful interactions in community settings. Providing Bystander training to upskill community members to “call it out safely” across all forms of violence including elder abuse.

Suggested potential partners included GenWest, youth services, Victoria Police, Orange Door, Western Health, local community groups, sports clubs, and community champions.

### 4.3 Healthy eating

Suggested preventative actions addressed affordability, access, education and community food culture.

- **Community food access:** Ideas included community markets, shared produce within the community (fruit trees, herbs), and improved community kitchen facilities to cook and store food.
- **Cooking and food literacy:** Opportunities to run intergenerational cooking classes and improve understanding of food systems and labelling. Education around finances linked to shopping and cooking.
- **Planning and promotion:** More support for local growers and improved communication of healthy food options within the community.
- **Education in schools:** Emphasis on early and school-based education about food systems, nutrition and reducing waste.
- **Sustainability:** Link healthy eating to waste reduction initiatives. Explore partnerships with food banks and expansion of the 'my smart garden' program.

Suggested potential partners included community leaders, food banks, libraries, INFANT program staff, community houses, Second Bite and local groups.

### 4.4 Active living

Suggested preventative actions focused on social connection, intergenerational participation and inclusive infrastructure.

- **Cross-generational programs:** Activities such as outdoor walking groups, shared cooking and volunteering between older and younger residents.
- **Gender-responsive infrastructure:** Ensuring facilities are safe, welcoming and accessible to all genders and ages.
- **Accessible infrastructure:** providing concrete paths instead of gravel. Ensuring access to public toilets in parks, sporting grounds and public spaces.
- **Walking, transport and trail access:** Infrastructure and planning that supports daily access to safe paths, toilets, and mental health support nearby.
- **Body image and screen time awareness:** Programs and support groups, particularly for young people, were suggested to address rising concerns.
- **Community sport and exercise:** Promote swimming, gym-style programs and accessible sporting opportunities for all. Investigate subsidies for participation.
- **Targeting older adults:** Provision of seniors exercise equipment. Linking physical activity programs with social connection and learning opportunities such as development cooking or technology skills.
- **Accessible programming:** consider the needs of culturally and linguistically diverse communities with specific programming. Explore the opportunity to link walking programs with language practice.
- **Encourage less screen time:** develop programs to target young people e.g.

INFANT.

Suggested potential partners included council infrastructure teams, local sports clubs, Volunteer West Resource Centre, Trail Blazers, Vincent Care, Western Public Health Unit, neighbourhood houses, community groups and lifesaving clubs.

#### 4.5 Access to Housing and Preventing Homelessness

Participants identified secure, affordable housing as a key determinant of health, with concern over local access pathways, persistent stigma, and a lack of integrated support. Participants identified people over 55 years of age as being of high risk to experience homelessness. Suggested preventative actions included:

- **Clarifying local housing developments:** Questions were raised about progress and communication regarding community housing projects such as Epsom Street (Laverton) and Bronte Court (Williamstown).
- **A coordinated housing and social needs strategy:** Stakeholders called for a clear, Council-led plan that addresses local demand and available infrastructure.
- **Improving rental access for people on government support:** Reducing stigma and enabling portable income recognition for renters receiving JobSeeker or DSP.
- **Establishing a local homelessness access service:** Concerns were raised about whether such a service currently operates within Hobsons Bay, suggesting a critical gap.
- **Support post-programs:** Participants noted that graduating from support programs still often leads back into housing stress without sustained follow-up. There was also a comment that ongoing support is needed for people once housed.
- **Cross-sector collaboration:** Coordinating services that intersect with housing stress—including food relief organisations, courts, gambling support and IPC Health—was seen as vital for prevention.
- **Ensuring suitable rooming houses:** ensuring access to rooming houses that are regulated and inspected regularly. Consider incentives for private landlords to provide housing.

Suggested potential partners included local services, the Department of Health, youth workers, housing agencies, and Council's advocacy teams.

## 4.6 Harm from alcohol and other drugs (AOD)

Participants shared that AOD issues were often linked to mental health, isolation and unmet needs. Suggested preventative actions included:

- **Holistic AOD services:** Support for family-focused interventions and addressing underlying drivers like stress, cost of living and disconnection.
- **Youth-focused prevention:** Earlier education programs, rite-of-passage conversations, and resources for parents about signs and strategies.
- **Counselling and education resources:** A need for services to be based in Hobsons Bay, with clearer access pathways and wraparound support.
- **Opportunities for alcohol-free connection:** Events and spaces that promote connection without the presence of alcohol.
- **Peer-led safe spaces:** Programs for LGBTQIA+ young people and others who may face stigma or exclusion. Develop safe-substance taking programs for diverse groups.
- **Early intervention and prevention:** Investigate what is leading to alcohol and drug use and develop other coping strategies.

Suggested potential partners include school leaders, school nurses, The Zone, external AOD providers, and local services.

## 4.7 Early childhood development

Participants emphasised the importance of early intervention through access, workforce support and infrastructure.

- **Affordable early learning:** Improved access to preschool and kindergartens, with consideration of affordability and inclusion.
- **Precinct planning:** Ensuring services are walkable and connected through the urban environment. Ensure services are energy efficient and have adequate usable spaces.
- **Professional training and support:** Training for early years staff and stakeholder education around emerging needs.
- **Civic onboarding:** Proposals for a “Welcome to Hobsons Bay” pack and library card for newborns to increase family engagement early.
- **Data-sharing and dashboards:** Council-led transparency on early years service access and gaps.
- **Parental support:** expanding the INFANT program to all first time parents-including parents who are not permanent residents (not currently eligible).
- **Expanding early education:** Educate parents and young people regarding sustainability, waste and recycling, child safe standards

Suggested potential partners included the State Government, Department of Education, libraries, Council sustainability teams, Women’s Health Victoria, Maternal and Child Health Services and early years networks.

## 4.8 Sexual and Reproductive Health

Participants highlighted that sexual and reproductive health is closely tied to equity, safety, and access, particularly for young people, LGBTQIA+ communities, and those experiencing housing insecurity. Suggested preventative actions included:

- **Education on sexuality as violence prevention:** Framing sexuality education as a strategy to prevent sexual violence and promote respectful relationships.
- **1800 My Option campaign and period product access:** Promoting existing support services and increasing access to pads and menstrual products, especially for people living rough.
- **Inclusive language in education:** Embedding affirming and inclusive language in sexual and reproductive health programs to improve relevance and safety for diverse communities.
- **Reproductive self-love workshops:** Community-led initiatives that centre empowerment, self-care and body literacy.
- **Youth-led national advocacy:** Joining networks like the National Reproductive Justice Alliance to build local capacity and amplify youth voices in policy and program design.

Suggested potential partners included GenWest, Women's Health West, Safe and Seen Consulting, CC Health, YLab.

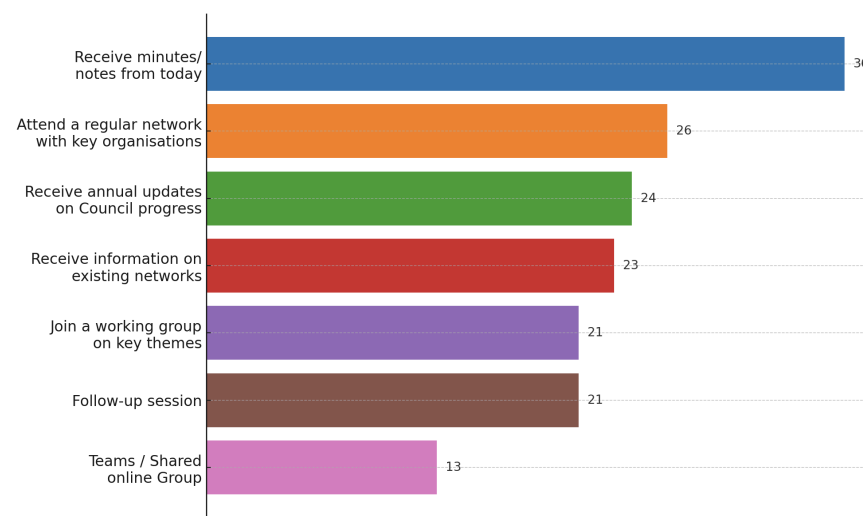
## 5. Closing the loop

Stakeholders demonstrated a strong interest in remaining connected and contributing to the development and delivery of the Municipal Public Health and Wellbeing Plan 2025–2029. When asked how they would like to stay involved, participants indicated a preference for receiving notes from the forum, attending regular networking opportunities with key organisations, and receiving updates on both council progress and existing partnership networks.

Others expressed a willingness to take a more active role—through follow-up sessions or joining working groups focused on progressing key themes. Some participants also noted interest in using shared digital platforms, such as Teams, to maintain engagement.

This feedback reflects a clear desire for continued collaboration, communication, and collective action as the Plan moves forward.

**Figure 3. Participants preference on options to stay involved**





## 6. Appendices

### Appendix 1. Workshop Outline



Health and Wellbeing Stakeholder Forum	
Time	11:00am - 1:00pm (1:00pm-1:30pm networking lunch)
Date	Wednesday 25 June 2025
Location	Hobsons Bay City Council Civic Centre - Meeting Rooms 1 & 2 115 Civic Parade, Altona VIC 3018

Time	Agenda Item
10:45am	Arrival, Tea/Coffee
11:00am	Welcome and introductions
11:15am	Context setting & overview of data and engagement findings
11:35am	Conversations- validating data and emerging issues
11:50am	Table discussions- preventative action and partnership opportunities
12:50pm	Next steps, thank you and close
1:00pm	Networking lunch



## Appendix 2. Organisation Registration Sheet

Organisation
Altona U3A
Bahai Faith
Bayside P-12 College
Better West Inc
Care Connect.
cohealth
GenWest
Hobsons Bay City Council
Hobsons Bay Wetlands Centre Inc
Holstep Health (formerly known as Merri Health)
Holy Trinity Williamstown Anglican Church
Housing for the Aged Action Group
IPC Health
Latitude: Directions for Young People
Les Twentyman Foundation
Louis Joel Arts & Community
Newport Community Education Centre
NWMPHN
Outlets Co-op Neighbourhood House
Quit Victoria
Safe and Seen Consulting
Secondbite/FareShare
South Kingsville Community Centre
The Salvation Army Hobsons Bay
The Zone
Trail Blazers
Victoria Police
Vincent Care
Volunteer West/ AMCS
West Justice

Western Public Health Unit
Youth Projects

*Fourth Quarter Report*

# **Capital Works Program 2024–25**







# **1. INTRODUCTION**

This quarterly report is for the period of 1 April to 30 June 2025 and provides an update on the delivery of the Hobsons Bay City Council 2024-25 capital works program.

The purpose of the report is to provide Council with a progress update for the fourth quarter 2024–25 capital works program. The information contained within this report is made available for the community on Council’s website.

The previous quarterly reports can be accessed via Council’s website [\*\*www.hobsonsbay.vic.gov.au/currentprojects\*\*](http://www.hobsonsbay.vic.gov.au/currentprojects)

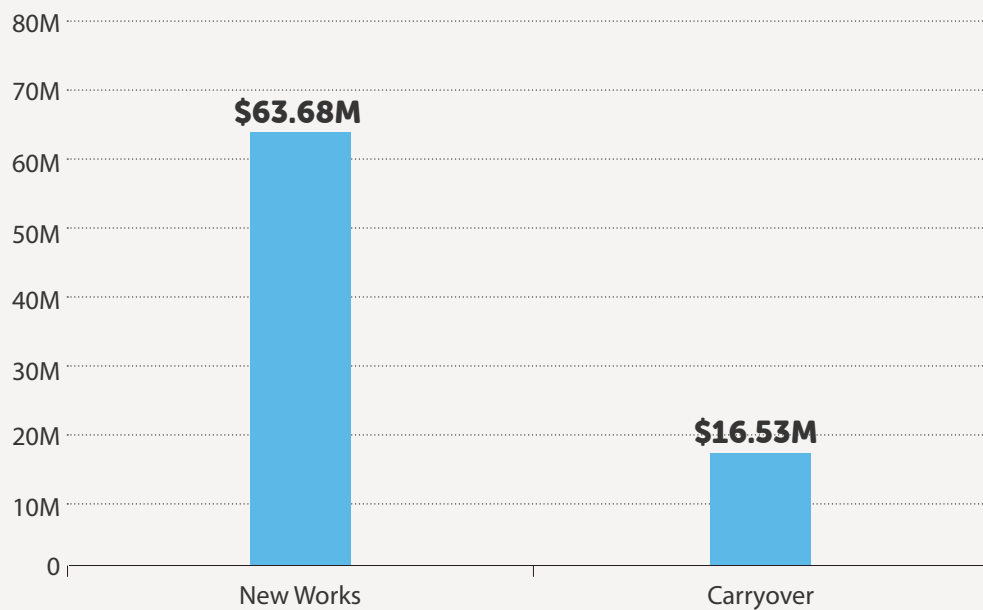
## 2. 2024-25 CAPITAL WORKS

### Program overview

The 2024-25 Capital Works Program budget is \$80.215 million, including \$63.681 million of new works and \$16.534 millions of carryover works.

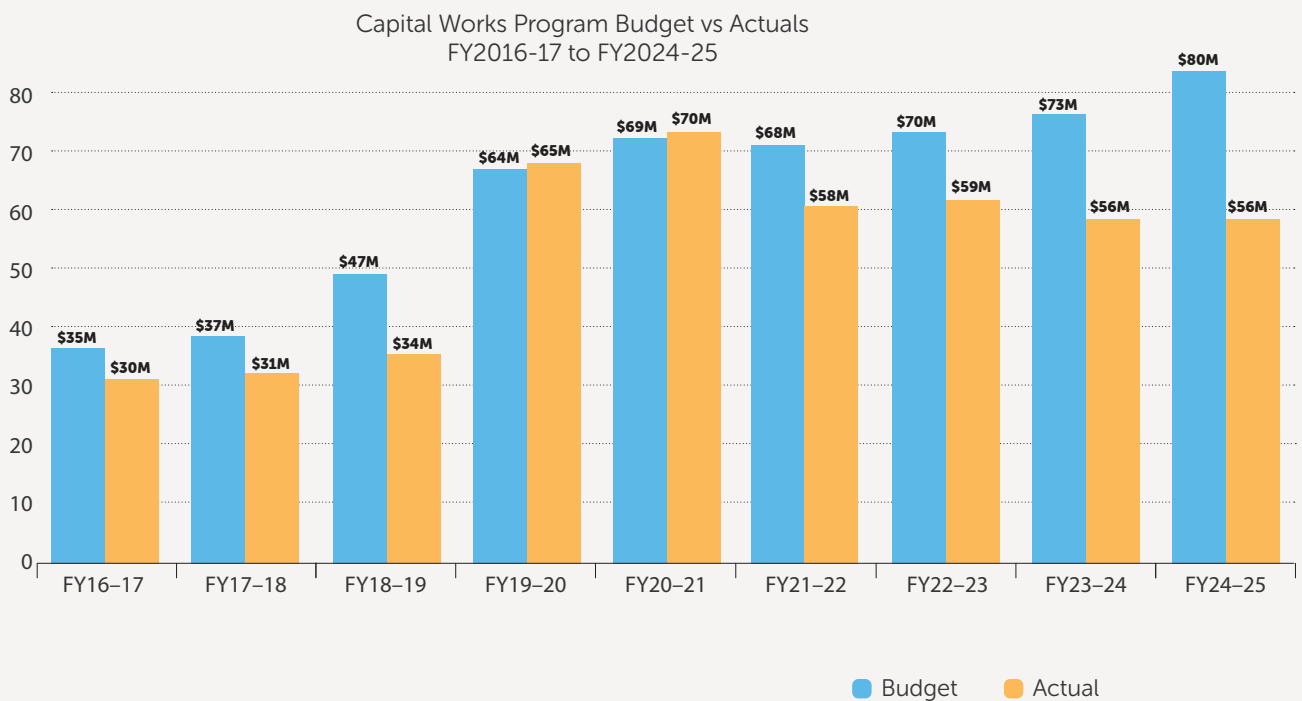
As at the end of June 2025, \$55.636 million of the capital works budget has been expended. This represents 69 per cent expenditure against the \$80.215 million, which include the 2023–24 carryover projects.

FY2024–25 Capital Works Programs Budget \$80.215 million



## Appendix A

The following graph shows the budget versus the amount that was spent for the eight financial years from 2016-17 to 2024-25



### 3. KEY PROJECT HIGHLIGHTS/ACHIEVEMENTS

#### Altona Hockey Club

Altona Hockey Club was completed in June 2025. It comprises of four change rooms, an umpire's change room, social room, kitchen, storage areas and public toilets.



Above: Altona Hockey Club

#### Wetlands Centre

Stage 1 of the Wetlands Centre has been completed. These early works comprised of sculpted mounds, landscape rocks, irrigation, planting, and upgraded fencing. The next stage of work will commence in the second half of 2025 and will include pathways, seating, shelter and boardwalks.



Above: Wetlands Centre Stage 1



### A W Langshaws Reserve, Sports Ground Floodlighting

The floodlight upgrade for AW Langshaw Reserve oval included removal of end of life and non-compliant floodlighting from the reserve and the replacement with 4 new poles, LED lights and electrical connections to reach compliance. This has enabled multiple local football teams to train in the evenings.



*Above: A W Langshaws Reserve, Sports Ground Floodlighting*

### McCormack Park Stage 2

Work commenced at McCormack Park, Laverton in May 2025 and has been designed to provide new spaces to bring the community together. This includes a new water play area, shelters, seating, irrigation, paths and multipurpose courts.



*Above: McCormack Park Stage 2*

#### **Hall Street between Burleigh St and High St**

This project involves replacement of kerb and channel. Profiling and asphaltting of the existing surface. The minor traffic calming works will be completed after the existing watermain has been replaced. This project is expected to be completed by end of December 2025.



*Above: Hall Street Spotswood, new kerb and channel*

#### **Visitor Information Centre, Shade Sail Roof**

The unique shade sail roof structure on the Visitor Information Centre has been replaced due to reaching the end of its lifecycle.



*Above: Visitor Information Centre, Shade Sail Roof*

## 4. KEY PROJECT CHALLENGES

### Altona Road (Ford Upgrade) Project

With the construction of the Altona Ford Bridge, we encountered some challenges. These challenges included, construction delays due to flooding issues, water treatment cost to treat flood water prior to discharging into the creek and dealing with significant number of complaints about prolonged closure and detour via Kororoit Creek Rd/ Millers Rd Cyclists.

The project was strategically planned to commence in November 2024 and conclude by June 2025, avoiding peak winter months. This helped to minimize disruption and avoided significant stand-down costs that would have occurred if construction extended into the wetter, colder season. The project was practically completed in late May, four weeks earlier than the planned finishing time.



Above: Altona Road (Ford Upgrade) Project

## **5. 2024-25 CWP - SUMMARY PERFORMANCE**

The 2024–25 Capital Works Program delivered good outcomes overall, with nearly \$56 million spent on renewing and improving community assets. This represents about 70% of the \$80 million budget. However, a number of major projects were delayed, meaning around \$21.5 million (27% of the budget) will be carried over into 2025–26.

On the positive side, many renewal projects were delivered efficiently and on time. The carryovers are largely tied to larger, more complex projects such as the Williamstown Swimming and Life Saving Club redevelopment and the Wetlands Centre at HD Graham Reserve.

Several projects were also discontinued after review. These decisions were based on factors such as new legislation (e.g. street lighting upgrades now funded by Powercor), feasibility concerns, or lack of alignment with Council's strategic priorities. The discontinuations have generated savings, with funds redirected to reserves or higher priority works within the program. Projects that have incurred greater levels of spend above budget have been funded through projects subject to discontinuation and those that have been delivered within budget estimates.

The program delivered good results despite some delays. Carryovers mean that a significant portion of the budget will roll into next year, with many of these in progress. At the same time, the decision to discontinue certain projects has ensured investment aligns with changing priorities and redirected funds to where they are most effective.

## 2024-25 Capital Works Program – Status summary report as at 30 June 2025

Project	Revised Budget* \$	Actuals \$	Carryover** \$	Status as at end of Fourth Quarter (30 June 2025)	Milestone
Altona Beach Entry and Esplanade, Redevelopment	\$8,060,000	\$7,908,473	-\$400,000	Works completed - Project in defects liability period. Project has been completed ahead of plan hence the bringing forward of funds.	Complete
Williamstown Swimming & Life Saving Club Redevelopment	\$5,882,000	\$544,114	\$5,325,000	The concept designs were revised as a response to the feedback from the community consultation process which has delayed the project by about 7 months. The project construction is proposed to commence in FY 25/26 pending permits and statutory approvals. The project will now be reforecasted based on the updated timelines.	Design
Road Resurfacing Renewal Program - 24/25	\$2,488,000	\$4,482,192	-\$1,869,607	Road resurfacing renewal projects were completed ahead of schedule, and funds were brought forward accordingly.	Close
Altona Hockey Club, New Sports Pavilion	\$2,408,000	\$3,959,606	-\$1,868,000	Project has been completed ahead of plan hence the bringing forward of funds.	Execute
Altona Ford Bridge Upgrade	\$2,386,000	\$3,331,168	\$-	Completed and in the defects liability period.	Handover
Altona North Library	\$2,328,000	\$1,587,413	\$110,000	Original scope of works has been completed. Requirements to undertake additional external painting works and upgrade of toilets has been made which has resulted in the carry over of unexpended funds.	Execute
Street Lighting LED Upgrade Program	\$2,265,000	\$224,082	\$15,000	Initially designed to deliver environmental benefits under the Climate Change Action Plan and reduce electricity costs, this program became redundant when legislative changes required Distribution Network Service Providers (DNSPs) to install LED smart lights at their expense. While there is a possibility that DNSP costs could be passed back through rates, preliminary analysis indicates it would remain more cost-effective than Council delivering the works.	Close

Project	Revised Budget \$	Actuals \$	Carry over \$	Status as at end of Fourth Quarter (30 June 2025)	Milestone
Ross Road Altona North Construction - Mills Street to Blenheim Rd, including carpark and +D11:J18shared trail	\$2,141,000	\$2,651,804	\$-	Project construction complete, with minor works to be finalised by September 2025.	Close
Drainage Renewal Program, incl. investigation, preparation, cleaning & minor renewal works - 24/25	\$2,081,500	\$218,156	\$800,000	Drainage renewal and minor upgrades are progressing per the Asset Management Plan. Carryover works will continue in FY 2025–26 for completion.	Execute
Hannan Street, Williamstown, from Esplanade to Collins Street	\$2,000,000	\$1,005,226	\$1,815,000	Currently under construction. Stage one is complete. Stage two is underway including drainage, road pavement reconstruction, kerb and channel, and some footpath works. Stage three is scheduled for completion before the end of the year.	Execute
Tree Planting - Urban Forest Program	\$1,780,000	\$1,288,469	\$370,000	The FY 2024–25 scope has been completed, with remaining funds allocated to support the ongoing implementation of the Urban Forest Strategy in future years.	Execute
Fleet - Major Plant Replacement	\$1,765,000	\$1,847,783	-\$83,000	The actual costs relate to three programs: the Minor Plant, Major Plant, and Vehicle Replacement Program. These will be adjusted as part of the FY2025–26 Q1 report. In relation to Major Fleet purchases, delays caused by supply chain issues mean that funds will be carried over to the 2025–26 financial year.	Procure
Railway Avenue, Laverton - Road Rehabilitation works incl soil testing; Blackspot Funding - Traffic Treatment Works; Pedestrian Crossings; Footpath & Cycling Improvement Work (LAMP)	\$1,761,500	\$2,129,280	\$180,000	Original works have been completed, with remaining tasks including minor pavement repairs, installation of traffic signage, and minor footpath upgrades. These works are required to fully achieve the project objectives and works scheduled to be completed by end of 2025.	Execute
Douglas Pde Road and Drainage works from North Rd to Bunbury Street	\$1,660,000	\$25,270	\$1,586,000	Construction in progress, with completion targeted for mid-December 2025.	Execute
Waste & Recycling Management - New Assets	\$1,655,000	\$829,719	\$-	This project involved bin lid standardisation (completed in March 2025) and retrofitting older bins with RFID tracking to improve service monitoring. A cost–benefit review found RFID offered limited additional value, especially given potential community disruption from bin replacement. This scope was removed, with savings returned to the Waste Reserve.	Close



Project	Revised Budget \$	Actuals \$	Carry over \$	Status as at end of Fourth Quarter (30 June 2025)	Milestone
SSK - Project 10 - Love Our Parks - Mary Street Reserve & Irrigation Upgrade	\$1,535,000	\$42,570	\$1,448,000	The project's Agreement for Lease with RSL and its planning permit require revisions to align with the updated parking requirements. This matter is to be resolved through VCAT. As a result, design revisions, traffic investigations, and submission documentation for VCAT are currently being prepared. It is anticipated that the legal matters will be resolved by December 2025. Accordingly, the project budget has been carried over to accommodate this timeline.	Design
ICT Capital Works Program	\$1,452,000	\$395,756	\$-	This program included replenishment of the library IT equipment across the five library sites. Ongoing program, with the annual scope completed for the financial year.	Close
Wetlands Centre, HD Graham Reserve, Altona Meadows - Stage 1	\$1,385,000	\$463,582	\$1,062,000	Stage 1 landscaping works have been completed. Design has now been completed for stage-2 landscape works. Construction of Stage 2 has been delayed due to scope clarifications and relevant authority approvals. Funds have been carried over into FY 2025-26 to undertake the stage 2 landscape works.	Design
Laverton Football Club Pavilion and Scoreboard upgrade	\$1,303,000	\$1,349,067	\$12,000	Works completed - Project in Defects Liability Period. Funds carried over due to late receipt of final invoices.	Handover
Leo Hoffman Reserve, Newport - Neighbourhood Park Upgrade - play space + open space + Irrigation	\$1,236,000	\$1,486,463	\$66,000	Works completed - Project in Defects Liability Period. Irrigation was found to be partially defective and requiring rectification. Funds were carried over to deal with any soil contamination that may be encountered during the course of the works.	Handover
Passenger vehicle replacement program	\$1,210,000	\$-	\$1,210,000	Funding from the Passenger Vehicle Replacement Program has been carried over to support Major Plant Replacement purchases for the FY 2024-25.	Procure
Footpath Renewal Program - 24/25	\$1,100,000	\$504,438	\$495,500	Footpath renewal are underway, aligned with the Asset Management Plan works. Carryover works will proceed in FY 2025-26.	Execute
SSK - Project 6.3 - The Green Line (South) - Hall Street between High Street and Burleigh	\$1,040,000	\$89,588	\$980,000	Under construction, with completion scheduled for September 2025.	Execute

Project	Revised Budget \$	Actuals \$	Carryover \$	Status as at end of Fourth Quarter (30 June 2025)	Milestone
Library Collections	\$1,030,000	\$877,094	\$-	This project ensures the efficient replenishment of the Council's library collections and covers a range of physical and digital materials to offer a diverse and high level of library services. Ongoing program, with the annual scope completed for the financial year.	Execute
Building Renewal - Fabric - 24/25	\$900,000	\$996,481	-\$9,000	Building renewal works were delivered ahead of schedule, with select projects from the FY 2025–26 program brought forward to optimise efficiency and alignment with the Building Asset Management Plan.	Close
Burgoyne Reserve, from Stevedore St to Mariner St - Seawall repair works	\$815,000	\$75,207	\$960,000	Design and statutory approvals (MACA consent) are complete, and the tender process is underway. Due to delays in obtaining approvals, funds have been carried over to commence construction in FY 2025–26, with completion targeted for December 2025.	Procure
Mechanics Institute Building & Cottage	\$805,000	\$87,546	\$753,000	Construction works paused as per Council resolution in order to conduct Business Case. Business Case procurement underway, and projected to be complete in March 2026. Funds brought forward due to change in project direction.	Design
Operation Centre, Altona, Offices & Amenities Renewal & Upgrade	\$781,000	\$39,873	\$765,000	Scope of works agreed and design is progressing. Project delayed as there a multiple design options investigated during the feasibility stage of the project.	Design
Building Renewal - Services - 24/25	\$740,000	\$967,389	-\$520,000	Building renewal works were delivered ahead of schedule, with select projects from the FY 2025–26 program brought forward to optimise efficiency and alignment with the Building Asset Management Plan.	Close
Alma Avenue Shopping Precinct Masterplan Implementation and Carpark	\$700,000	\$285,797	\$425,000	Construction in progress, with completion targeted for September 2025. Lighting works will follow with completion scheduled for December 2025.	Execute
Better Places - McCormack District Park, Laverton, Upgrade, Stage 2	\$687,000	\$403,698	\$320,000	Project is being delivered over two financial years. Currently in construction, completion early 2026.	Execute
Bridge Renewal Program - 24/25	\$652,000	\$147,014	\$479,000	Bridge renewal works at Sandy Point are under construction, aiming for completion by October 2025.	Execute



Project	Revised Budget \$	Actuals \$	Carry over \$	Status as at end of Fourth Quarter (30 June 2025)	Milestone
SAM - Pipeline Reserve, Seabrook Inclusive Playspace Upgrade	\$635,000	\$597,727	\$8,500	Works completed – Project is in the Defects Liability Period. Carryover funds will cover landscaping maintenance for 12 months.	Close
Altona Theatre HVAC Upgrade	\$560,000	\$469,987	\$360,000	Currently in construction, completion is due at the end August 2025. The installation of the heating and ventilation units were scheduled around the ongoing use of the theatre which extended the delivery time. This has resulted in funds being carried over into FY 2025-26 to pay for the remaining works.	Execute
Western Aquatic, Early Years Centre and Bruce Comben Reserve - Design	\$560,000	\$214,819	\$-	The design stage was largely complete, but remaining budget for site investigations and technical plans was paused once the full project was placed on hold pending funding.	Close
11-39 Melbourne Rd & Pasco Street, Williamstown	\$550,000	\$-	\$-	The project budget was allocated across the 2023–24 and 2024–25 financial years. As the project was completed in 2023–24, the 2024–25 allocation is no longer required and has been released as surplus	Close
Hanmer Street - From Electra St to Ann St (Woollen Mills DCP project)	\$532,000	\$524,058	\$-	Complete.	Close
HC Kim Reserve, Altona - New Pavilion	\$523,500	\$249,760	\$-	Complete.	Close
Kororoit Creek Shared Trail Stages 4 & 5 Enabling Activity - Land Acquisition	\$488,000	\$21,085	\$476,000	Title survey undertaken for identified parcels of land. Project was delayed as land negotiations were not approved until external funding was confirmed.	Plan
The Strand, Newport between North Road to End	\$465,000	\$-	\$-	Funded across 2023–24 (\$1.0M) and 2024–25 (\$1.525M), this project had a total budget of \$2.525M. It was completed early in 2023–24 at a final cost of \$2.106M, with the remaining 2024–25 funds now returned to surplus.	Close
Car Parks Renewal Program - 24/25	\$457,000	\$313,129	\$132,000	Project Complete - The scope of works for the financial year have been delivered. Carryover budget to complete future renewal works in FY 2025-26.	Close
Kerb & Channel Renewals - 24/25	\$443,000	\$950,167	-\$100,000	Kerb & Channel renewal projects were completed ahead of schedule, and funds were brought forward accordingly	Close

Project	Revised Budget \$	Actuals \$	Carry over \$	Status as at end of Fourth Quarter (30 June 2025)	Milestone
Alma Avenue Reserve, Altona Meadows - Local Park Upgrade - play space	\$435,000	\$351,510	\$-	Complete.	Handover
Laverton Swim Centre, Construction, Renewal & Upgrade	\$420,000	\$2,303,635	\$198,000	Works completed. Final payment will be made in the 2025-26 financial year	Handover
Ross Road, Rosshire Rd to Challis Street	\$420,000	\$-	\$-	Following pipe cleaning and investigation, it was determined that no further drainage upgrade works are required.	Close
Transport Safety Improvement Program - Pier Street/Blyth Street wombat Crossing - 24/25	\$410,000	\$32,126	\$355,000	Detailed design completed, currently in construction phase. Requires stakeholder approvals and permits before work can start. Target completion is mid-2026. TAC grant has been received funding this project.	Procure
Fearon Reserve Box Lacrosse renewal	\$403,700	\$496,997	\$26,500	Works completed - Project in Defects Liability Period. Funds carried over to cover maintenance schedule.	Handover
Community Gardens Development (Brooklyn Reserve, Market Street and Altona Community Gardens)	\$403,000	\$347,441	\$-	Works completed - Project in Defects Liability Period	Close
AW Langshaws Reserve, Altona North - Sports Ground Floodlighting	\$400,000	\$258,262	\$-	Works completed - Project in Defects Liability Period	Handover
Laneway north of 2a Latrobe Street Newport, between Alma Terrace and Latrobe Street	\$385,000	\$227,596	\$-	Complete.	Close
Former Landfill Sites, Gas Risk Testing	\$384,000	\$187,818	\$170,000	Site works and testing are now complete, with Stage 1 reports pending. Stage 2 has commenced, and bore installation is currently underway. Some works are delayed due to the inclusion of 2 further sites (from Stage 3) which has resulted in funds being carried over.	Execute
Community Responsive Works -24/25 Raised pedestrian crossings on Mintaro Way	\$365,000	\$31,292	\$310,000	Ready for construction. Requires stakeholder approvals and permits before work can start. Target completion is mid-2026.	Procure

Project	Revised Budget \$	Actuals \$	Carry over \$	Status as at end of Fourth Quarter (30 June 2025)	Milestone
Transport Safety Improvement Program - McIntosh Rd at Mills St - Pedestrian Access Improvements & Drainage - Hall St, Spotswood, Hudsons Rd to End	\$350,000	\$30,700	\$300,000	Ready for constuction. Requires stakeholder approvals and permits before work can start. Target completion is mid-2026.	Procure
Biodiversity Strategy Implementation Works	\$323,000	\$219,424	\$62,000	The implementation of the strategy's FY 2024–25 goals has been largely achieved, with the remaining carryover allocated to continue delivery in FY 2025–26.	Execute
Better Places - City Image and place making Program	\$314,000	\$62,346	\$272,000	Greening Brooklyn is funded via the West Gate Tunnel Project, and there was a significant delay in gaining site access from WGTP JV contractors. As a result some funds have been carried over to complete the remaining landscape works. The works have now commenced and are anticipated to be complete by the end of August 2025.	Execute
Open Space Forward Design	\$300,000	\$113,058	\$136,500	Investigation and design works are underway.	Design
The Strand and Cenotaph Williamstown - Irrigation Renewal and Newport Park Athletics irrigation design & construction	\$300,000	\$253,405	\$80,000	Design is complete, with procurment and construction for Phase 1 scheduled to commence in early 2026.	Close
Installation of Digital Signage	\$300,000	\$-	\$-	The proposal for multi-site digital signage was discontinued after review confirmed it lacked alignment with any endorsed Council strategic plan; and that similar communication benefits could be achieved through existing channels at lower cost.	Close
McIntyre Drive, Altona - Drainage Upgrade	\$292,000	\$109,561	\$-	Complete.	Close
BAN - Project 2 - Greening Your Neighbourhood Project - Eames Av	\$286,000	\$42,218	\$285,000	Design in progress.	Design
South Kingsville Community Centre Roof Renewal and Visual Screening	\$276,000	\$34,780	\$577,000	The initial tender was unsuccessful. A new tender process is underway, with funds carried over to complete works, aiming for mid 2026 completion.	Procure

Project	Revised Budget \$	Actuals \$	Carry over \$	Status as at end of Fourth Quarter (30 June 2025)	Milestone
Better Places - The Zone, Paisley Local Park, Altona North, New Open Space	\$276,000	\$62,234	\$234,000	The Zone project is being delivered through a two-stage procurement process. The pump track design is now complete, and integration of their input into the landscape design is currently progressing. The design interface between the pump track contractor design completion and landscape design has extended the overall program and delayed the construction commencement date. As a result, project funds have been carried over to align with the revised schedule.	Design
Laverton- Project 4 - Better Villages - Woods / Lohse Street Village Master Plan (Incl. Central Park Upgrade)	\$256,000	\$303,160	\$-	Complete.	Close
Project 2 - Love Laverton Parks - McCormack Park Bridge	\$250,000	\$263,086	\$-	Complete.	Close
Seabrook Community Centre & Kinder Building Renewal	\$237,000	\$1,942	\$165,000	The project scope has been revised and works are now underway. The tender process is complete, and funds will be carried over to FY 2025–26 to enable completion of the project.	Execute
Public Bins Upgrade Program	\$231,000	\$2,559	\$228,000	An request for quote (RFQ) was issued to several suppliers, with the award expected in September and works to commence soon after.	Plan
Stephenson St, (Moresby St to Aloha St), South Kingsville, Road Rehab	\$230,000	\$38,604	\$190,000	The design for the Stephenson Street (Moresby Street to Aloha Street) road rehabilitation project has been completed. However, delivery is dependent on the timing of the Precinct 16 West redevelopment , which is currently progressing through staged housing development.	Design
Junction Street, Newport, from Oxford St to Johnston St	\$220,000	\$303,538	\$-	Complete.	Close
Fencing Renewal Program - 24/25	\$218,000	\$197,696	\$15,000	Project complete, with remaining funds allocated to complete outstanding maintenance works.	Execute
Minor Drainage upgrade works along Bruce Street South	\$205,000	\$8,897	\$184,500	Design complete, with construction targeted for completion by December 2025.	Design

Project	Revised Budget \$	Actuals \$	Carry over \$	Status as at end of Fourth Quarter (30 June 2025)	Milestone
Emu Avenue, (Linnet St and Robin Ave), Altona, Drainage Upgrade	\$205,000	\$42,055	\$110,000	CCTV investigation completed. Majority of pipes require further cleaning, which is in progress. Upgrade works design will follow to finalise the works scope.	Execute
Fleet - Minor Plant Replacement	\$201,000	\$-	\$201,000	Funding from the Minor Plant Replacement Program has been carried over to support Major Plant Replacement purchases for the FY 2024–25 financial year.	Procure
Williamstown Town Hall - balcony seating upgrade & floor tiles repair	\$200,000	\$31,131	\$180,000	Prototype chairs are currently being built for review and decision making. This additional phase to determine whether the original seats are to be restored or replaced with new has extended the timeline of the project resulting in funds being carried over to FY 2025-26.	Design
Maddox Road, Newport, Traffic & Community Safety Enhancement	\$200,000	\$109,511	\$107,000	Due to the Level Crossing Removal Project (LXRP), the project will be redesigned. Requires Department of Transport and Planning (DTP) and LXRP approvals and permits before work can start. Budget allocated to finalise detailed design. Target completion is mid-2026.	Design
Drainage Investigation & Cleaning	\$200,000	\$337,239	\$-	Complete.	Close
Minor Building Renewal - Reactive works	\$200,000	\$518,967	-\$162,000	Building renewal works were delivered ahead of schedule, with select projects from the FY 2025–26 program brought forward to optimise efficiency and ensure delivery in alignment with the Building Asset Management Plan.	Close
Newcastle Street new footpath - Missing Links	\$200,000	\$9,583	\$-	Complete.	Close
Shared Trails Renewal Program - 24/25	\$200,000	\$162,523	\$-	Complete.	Close
Open Space Asset Renewal Program - 24/25	\$200,000	\$393,071	\$-	Complete	Close

Project	Revised Budget \$	Actuals \$	Carry over \$	Status as at end of Fourth Quarter (30 June 2025)	Milestone
Finch, Cobham & Kookaburra St, Altona, Drainage Upgrade	\$195,000	\$32,835	\$185,000	CCTV investigation completed. Majority of pipes require further cleaning, which is in progress. Upgrade works design will follow to finalise the works scope.	Execute
Bayview street Williamstown High School Crossing Upgrades - TAC Infrastructure	\$195,000	\$10,848	\$178,000	Undergoing redesign following community feedback. Construction will begin once the new design is finalised. Carryover Budget for detailed design and construction by mid-2026.	Plan
BAN - Project 1 - Cleaner & Healthier Project (1.1 Brooklyn Oxygen Forest)	\$190,000	\$-	\$-	Proposed project was deemed unfeasible due to unresolved ownership with Public Transport Victoria, uncertain maintenance responsibilities, and limited evidence of performance in similar conditions. Comparable greening outcomes are already targeted under the Urban Forest Strategy.	Close
Multi-Modal Network - Better Connected Plan	\$180,000	\$-	\$180,000	A review is required of an Integrated Transport Plan for Hobsons Bay, involving multi-year engagement with a wide range of stakeholders. Carryover budget to support the strategy's development.	Plan
Recreation Infrastructure Renewal & Design	\$180,000	\$160,860	\$-	Completed minor building renewal and design projects for recreation and sports assets.	Close
Cabot Drive (Chambers Rd - Millers Rd), Altona North	\$180,000	\$-	\$-	This project was funded in 2024-25 with a total budget of \$850,000. It was completed early in 2023-24 at a cost of \$670,000, with the remaining \$180,000 now surplus	Close
John Liston Fence Renewal	\$172,000	\$51,089	\$134,000	Negotiations between stakeholders delayed the works and the funds are carried over to FY 2025-26. Works are scheduled to be completed by end of the FY.	Design
Newport Community Hub - Increased Counselling Suites	\$156,000	\$11,534	\$-	Complete.	Close
SSK - Streets For People - 40km/h zones and local calming Site 1 – Reed Street Traffic upgrade	\$154,000	\$5,080	\$148,000	In the construction stage following detailed design completion. Requires Department of Transport and Planning (DTP) approvals and permits before work can start. Target completion is mid-2026.	Procure

Project	Revised Budget \$	Actuals \$	Carry over \$	Status as at end of Fourth Quarter (30 June 2025)	Milestone
Minor Building Renewal - Operation Centre	\$150,000	\$70,728	\$-	Complete.	Close
Cherry Lake All Abilities Playground, Altona	\$145,000	\$12,577	\$70,000	Preliminary site investigation works and design ongoing. Carryover funds required to complete Cultural Heritage Management Plan (if recommended), preliminary survey and geotech testing.	Design
Street Lighting - Minor Works	\$142,000	\$32,986	\$109,000	Prioritises the installation and upgrade of street lighting across Hobsons Bay, with works carried out by external contractors, including Powercor and Jemena. The carryover budget will fund the upgrade and installation of new lights by mid-2026.	Design
Traffic Management Devices Renewal Program	\$139,000	\$-	\$119,000	This project will focus on installing and upgrading traffic calming measures across Hobsons Bay, with works to be completed by mid-2026 using the carryover budget.	Plan
Feasibility Study for Precinct 15/Altona North Early Years facility	\$135,000	\$43,240	\$-	Complete.	Close
The Green Line program - Design	\$120,000	\$52,056	\$50,000	The Green Line project, focusing on the East–West corridor which includes Birmingham Street, is in the final stage of detailed design. Required approvals and permits are being obtained before construction can commence. The design is anticipated to be completed by December 2025.	Design
Botanic Gardens Gates and Dean Bowen Lights (3 x art works)	\$110,000	\$11,400	\$20,000	The Botanic Gates works are progressing, while the Dean Bowen Lights project is to be deferred.	Execute
Heavy Duty Pit Lid Upgrades - Industrial & Main Roads	\$110,000	\$-	\$-	Sourcing a contractor to replace heavy-duty pit lids and surrounds at competitive rates, with works staged after identifying pits needing heavy-duty (Ecolite) upgrades.	Execute
Pier Street, Altona (Railway St to Queen St) – upgrade	\$110,000	\$99,999	\$-	The design report has been completed and endorsed by Council. The construction budget is subject to future funding approval by Council.	Close

Project	Revised Budget \$	Actuals \$	Carry over \$	Status as at end of Fourth Quarter (30 June 2025)	Milestone
Historical Bridge Reserve (Brooklyn), Footpath Renewal	\$107,000	\$8,077	\$186,000	Bluestone Bridge upgrade work is funded via the West Gate Tunnel Project, and there was a significant delay in gaining site access from WGTP JV contractors. As a result funds are carried over to complete the remaining works. Procurement is complete. The work is anticipated to be complete by Dec 2025.	Execute
Altona North Childrens Centre Expansion (One Tree)	\$104,000	\$107,752	\$-	Complete.	Close
BAN - Project 5 - Streets For People (5.1 The Link)	\$103,000	\$34,150	\$63,000	The project is currently in the detailed design stage and is scheduled for completion by November 2025. The carryover budget will be used to finalise the detailed design and obtain a full construction cost estimate for the project.	Design
Aitken St, (Parker St to Ann St), Williamstown, Drainage Upgrade	\$100,000	\$24,057	\$76,000	Design is underway, with full investigation and design expected to be completed by June 2026.	Design
SAM - Project 5.2 - The MainLines	\$100,000	\$18,798	\$75,000	This project is in the concept design stage. Council has completed the first round of community consultation and, after reviewing feedback from various stakeholders, will proceed to the second round of engagement. The project budget will be used to prepare the project plan, which is anticipated to be completed by December 2025.	Design
Woods Street, (Maddox Rd to Clyde St), Newport, Road Rehab	\$100,000	\$51,915	\$47,000	Design in progress.	Design
Visitor Information Centre - shade sail roof	\$100,000	\$117,784	\$-	Complete.	Handover
Footpath New Program - Douglas Parade/North Road Bicycle Path	\$100,000	\$31,415	\$-	Complete.	Close
Williamstown Foreshore Precinct Program	\$100,000	\$-	\$-	The project objective and planning work were completed internally with no external resources or costs. Implementation will be subject to future Council approvals	Close



Project	Revised Budget \$	Actuals \$	Carry over \$	Status as at end of Fourth Quarter (30 June 2025)	Milestone
BAN - Safer Places - Brooklyn, Altona North & Laverton	\$100,000	\$108,726	\$-	Complete.	Close
Footpath New Program 2 - Seabrook North	\$90,000	\$-	\$-	Following community consultation, the proposal to install the missing footpath was not supported. As a result, the project was discontinued and surplus funds were returned.	Close
Cultural Heritage - New Interpretive signage & digital strategy	\$87,000	\$9,322	\$-	Complete.	Execute
Chambers Road (Cabot Dr - Barnes Rd), Altona North	\$85,000	\$-	\$-	The project was funded in 2024–25 with a budget of \$280,000. It was completed earlier in 2023–24, and the remaining 2024–25 funds are surplus	Close
Newport Park Athletics Track resurfacing and infield upgrade	\$80,000	\$86,836	\$-	Complete.	Handover
Kindergarten Playspace Renewal Program	\$75,000	\$56,578	\$26,000	Ongoing program, with the annual scope completed for the financial year.	Execute
Transport Safety Improvement Program - Grieve Parade and Charles Road - Traffic Works	\$67,000	\$10,039	\$147,000	The Transport Safety Improvement Program at Grieve Parade and Charles Road is currently undergoing a redesign following community feedback. The project will progress to construction once the new design is finalised. The allocated budget will be used for detailed design and construction by mid 2026	Design
Truganina Explosives Reserve Masterplan Implementation	\$65,000	\$53,668	\$-	Complete.	Close
Emma McLean Kindergarten New Facility	\$65,000	\$30,948	\$-	Complete.	Close
Cultural Heritage - The Message Tree Project, Williamstown	\$65,000	\$24,052	\$-	Complete.	Close

Project	Revised Budget \$	Actuals \$	Carry over \$	Status as at end of Fourth Quarter (30 June 2025)	Milestone
Biodiversity Rifle Range, Williamstown Wetlands - Investigation & Design	\$65,000	\$5,568	\$-	The rock wall between the sediment ponds is a Melbourne Water asset, not Council's. Funds will be returned, and Council will liaise with Melbourne Water on the works.	Discontinued
McCormack Park, Laverton - Irrigation Renewal	\$60,000	\$35,868	\$35,000	Currently in construction, completion early 2026.	Design
SAM - Project 3.2 - Catch Me At Places - Homestead Run Reserve	\$60,000	\$-	\$-	The project objective was achieved through other projects, and this project is now complete.	Complete
SAM- Project 2.1 - Cooler Streets	\$60,000	\$18,420	\$40,000	The project objective is being delivered internally through the Urban Forest Program. The \$40,000 carryover will be released to surplus in the FY2025–26 Q1 report.	Plan
Williamstown Botanic Gardens Master Plan Implementation	\$60,000	\$56,588	\$-	Planting continues. Installation of signage completed at the end of June 2025.	Execute
Ann St, (Hanmer St to End), Williamstown, Road Rehab	\$55,000	\$-	\$-	Project area comes under VicTrack jurisdiction, project to be rescoped.	Close
Elm Tree Management	\$55,000	\$73,356	\$-	Elm tree management completed. Elm leaf beetle control during winter months.	Execute
Robina Scott 3 Yr Kindergarten - Building Blocks	\$52,000	\$-	\$-	The \$52k carryover from 2023–24 was allocated to drainage investigation; however, the works were minor renewals covered under maintenance, making this surplus	Close
Coastal Planning Forward Design	\$50,000	\$13,282	\$36,500	Ongoing implementation of the strategy	Execute
Stephenson St, (Aloha St to Blackshaw Rd) South Kingsville, Road Rehab	\$50,000	\$-	\$40,000	Project deferred to FY 2026-27 due to upcoming development works in the vicinity.	Plan
Better Places - Maher Rd, (Thomas St to Bladin St), Laverton, Road Rehab	\$50,000	\$13,222	\$45,000	Detailed design in progress.	Design

Project	Revised Budget \$	Actuals \$	Carry over \$	Status as at end of Fourth Quarter (30 June 2025)	Milestone
Paxton St, (Brunel St to Aloha St), South Kingsville, Road Rehab	\$50,000	\$36,987	\$30,000	Design is complete. Construction is planned in FY2505-26.	Design
Deborah Lane, (Western Side of 32 Mason to Rear of 7 Schutt St), Newport, Road Rehab	\$50,000	\$40,031	\$30,000	Obtaining quotes for works, with construction scheduled to commence in January 2026.	Procure
SSK - Love Our Parks - Riverside Master Plan	\$50,000	\$27,310	\$22,500	Masterplanning work currently underway.	Design
BAN - Project 7.3 The Circle	\$50,000	\$29,424	\$-	Complete.	Close
Public Toilet Program	\$50,000	\$3,742	\$6,000	Design work and investigations ongoing.	Design
Heritage Assets Conservation - Cannon, Future conservation works, Burgoyne Reserve, Bollards, Anchor and Swivel and Maclean Monument, Williamstown	\$45,000	\$12,019	\$20,000	Conservation work continues on the Cannon, Burgoyne Reserve bollards, the Anchor and Swivel, and the MacLean Monument. A custom light fitting for the Monument is being fabricated, with funds rolled over to complete the work in September 2025.	Execute
Barnes Rd, (Chambers Rd to Blomberg Rd), Altona North, Road Rehab	\$45,000	\$18,565	\$16,000	Design complete, with procurement for construction currently in progress.	Procure
Hobsons St, Newport - (Home Rd to Douglas Pde), Drainage Upgrade	\$45,000	\$17,607	\$-	Complete.	Close
Priority 2 - Ryan Lane, Altona	\$45,000	\$-	\$-	The project was funded in 2024–25 with a budget of \$320,000. However, it was completed earlier in 2023–24, with the remaining 2024–25 funds now surplus.	Close
Dick Murdoch Reserve, Laverton - New Irrigation	\$40,000	\$-	\$-	This project will not proceed at this time due to lower priority.	Close
Transport Safety Improvement Program - Millers Road / Marigold Ave & Masons Street Intersections Upgrade	\$40,000	\$-	\$-	Completed with no further expenditure required.	Close

Project	Revised Budget \$	Actuals \$	Carry over \$	Status as at end of Fourth Quarter (30 June 2025)	Milestone
Dennis Reserve, Williamstown - Multipurpose Centre	\$40,000	\$13,719	\$-	Complete.	Close
Export Drive, (Francis St to End), Brooklyn, Road Rehab	\$35,000	\$-	\$30,000	Investigation in progress, with carryover funds allocated to complete investigation and design work.	Design
Cleaner & Greener - Bruce Street Reserve & Cropley Reserve - BP Laverton - Local Park Upgrade	\$35,000	\$16,072	\$-	Complete.	Close
Pedestrian Crossing Upgrade (Ferguson St & Melbourne Rd Roundabout)	\$34,000	\$-	\$-	This project was funded by the Department of Transport and Planning (DTP), which has now taken back responsibility for its delivery. DTP will manage the project directly and will present a detailed plan to the community in the coming year.	Close
BAN - Project 5 - Streets For People (5.3 Wayfinding)	\$32,000	\$34,866	\$-	Complete.	Close
Transport Safety Improvement Program - Altona North LATM	\$30,000	\$-	\$-	Completed with no further expenditure required.	Close
Transport Safety Improvement Program - Annunciation Primary School - Safe Travel Around Schools Year 2	\$30,000	\$11,825	\$-	Complete.	Close
Maher Road, Heffernan St to Hickey St	\$30,000	\$41,355	\$-	Complete.	Close
BPX - Creative Communications Campaign	\$30,000	\$-	\$-	Complete.	Close
Mills St, Altona North, (Ross Rd to McIntosh Rd to Hendren), Road Rehab & Drainage Upgrade	\$25,000	\$-	\$25,000	Design work in progress, with carryover funds allocated to complete the design by December 2025.	Design
Footpath New Program 4 - Seabrook East	\$25,000	\$11,475	\$-	Following community consultation, the project did not receive support and will not proceed to construction.	Close

Project	Revised Budget \$	Actuals \$	Carry over \$	Status as at end of Fourth Quarter (30 June 2025)	Milestone
Galatea Court (Bend To End), Williamstown , Road Rehab	\$25,000	\$325,622	-\$196,000	Complete.	Close
Renewal of replenishment includes AV equipment at Altona North	\$21,000	\$-	\$-	Complete.	Close
Nelson Place Pedestrian Safety Improvements	\$20,000	\$11,490	\$20,000	In the final stage of construction, with lighting installation scheduled for completion within six months. The carryover budget will fund lighting installation around the project area.	Procure
SAM - Project 2.3 - Our Place and Our People	\$20,000	\$-	\$-	The project has been discontinued and will be re- forecast once the scope is determined.	Close
Footpath New Program - Missing Links, Laverton & Altona Meadows North	\$20,000	\$6,317	\$-	Community consultation is underway, aiming for completion by September 2025 to inform the design.	Plan
Altona Green court renewal	\$20,000	\$98,383	\$-	Complete.	Close
Priority 2 - Laneway at rear of 62 Johnson Street, Newport	\$20,000	\$19,333	\$-	Design complete.	Close
Priority 2 - Laneway Upgrade between 22 and 24 Mason Street, Newport	\$20,000	\$40,716	\$-	Design complete.	Close
Priority 2 - Laneway, east of 2 Ferguson St, Williamstown	\$20,000	\$47,188	\$-	Design complete.	Close
Priority 2 - Laneway, Right of Way, West of 171 Nelson Pl, Williamstown	\$20,000	\$24,185	\$-	Design complete.	Close
Priority 2 - Right of Way, east of 88 Aitken St & Northern side of 2 Thompson St, Williamstown (Council Ln)	\$20,000	\$-	\$-	The project is the responsibility of the developer, who is required under the planning permit to construct the laneway. Funds have been returned to surplus.	Close

Project	Revised Budget \$	Actuals \$	Carry over \$	Status as at end of Fourth Quarter (30 June 2025)	Milestone
BPX - Refresh My Suburb	\$20,000	\$-	\$-	Seabrook and Altona Meadows Project 1.2 – Thinking Cleaner & Safer (Refresh My Suburb) aimed to build community ownership in keeping suburbs cleaner by using existing Council platforms. The project scope was to engage internal stakeholders to deliver an education campaign on reporting issues and using tools like Snap Send Solve. The project is now completed internally with no external resources or capital costs required.	Close
Open Space Enhancement and Access Package + Community Space - WLJ Croft Reserve, Altona North	\$15,000	\$15,671	\$-	Complete.	Close
BAN - Project 3 - Our Local Characters	\$15,000	\$50,000	\$-	Progressing for completion in December 2025.	Execute
Foreshore Future Design	\$13,000	\$1,791	\$13,000	Design was delayed for additional investigations. Carryover funds covered the design costs, and works were completed in August 2025.	Close
Basil St, (Rosshire Rd to Woods St), Newport, Road Rehab	\$10,000	\$52,107	\$-	Design in progress.	Close
Lav - Wayfinding signage implementation – BP Laverton	\$7,000	\$2,500	\$-	Complete.	Close
Hobson Bay Community Workshops Masterplan	\$6,000	\$47,010	\$-	Feasibility study complete. No future design works to be undertaken until Capital Works funding is allocated.	Close
HD Graham Reserve, Altona Meadows Sport Facility Development	\$3,000	\$-	\$-	The water meter upgrade was completed earlier last year from the project budget, and the remaining funds have been returned to surplus	Close
Civic Centre, Replacement EV charger, Building Services, Altona	\$-	\$50,191	-\$48,000	Works completed - Project in Defects Liability Period. Project has been completed ahead of plan hence the bringing forward of funds.	Handover
Harrington Square, Altona	\$-	\$18,761	\$-	To complete outstanding works from last year's main project.	Close
Fearon Reserve Car Park	\$-	\$50,916	\$-	The car park constructed with geotexting and gravel has failed and has been replaced with a new asphalt surface. Works are now complete, and the project is in the defects liability period.	Close

Project	Revised Budget \$	Actuals \$	Carry over \$	Status as at end of Fourth Quarter (30 June 2025)	Milestone
Cherry Creek Storm water harvesting	\$-	\$82,889	\$-	The feasibility study has been completed, and the draft report is under final review. This project is to be jointly funded by Melbourne Water, Greater Western Water, and Council.	Close
SSK - Project 11 – Pop Up Community Spaces - Forrest Street Pop Up Trial	\$-	\$82,896	\$-	This project was requested by community leaders, traders, and businesses. The Forrest Street Pop Up activated Spotswood Village using outdoor trading equipment to encourage community gathering and visitation. The project is now complete and was funded mainly through savings from Project 3.2 – Catch Me At Places (Homestead Run Reserve).	Close
Large Scale Solar Rollout Stage 2	\$-	\$929,661	\$-	<p>The solar installation is now complete, and the project is moving into the closing phase. Solar was installed at 44 sites in Phase 1 and 11 sites in Phase 2, with a further 7 sites (that already had solar) upgraded to connect to the Virtual Energy Network (VEN). In total, 62 sites form part of the overall Solar VEN package. Phase 1 delivered a system size of 1,706 kW, and Phase 2 delivered 768 kW, with 6,239 solar panels installed.</p> <p>As at this report, approximately \$5.54M has been spent overall on the Solar Project across its life. This total includes investigation, design, project management, and installation costs. In FY2023–24, Council adopted a \$3.5M budget, of which only \$1.63M was spent. However, there was no carryover into FY2024–25 to complete the project as originally planned.</p>	Execute
Seaholme Kindergarten	\$-	\$25,380	\$-	The old Seaholme Kindergarten and play space was demolished and replaced with a new 66-place modular kindergarten, outdoor area, and indented parking on Parkside Crescent. Funded through the State Government's Building Blocks program and delivered by the VSBA, with Council funding for additional items.	Close

Project	Revised Budget \$	Actuals \$	Carry over \$	Status as at end of Fourth Quarter (30 June 2025)	Milestone
Sutton Ave (DET Site) Kindergarten Furniture and Fitout	\$-	\$39,951	\$-	A new 66-place modular kindergarten with outdoor play space was delivered on Department of Education land in Altona North to serve as a decant site during the Emma McLean Kindergarten rebuild, and will later be used by playgroups and a new provider from 2025 onwards. Funded through the State Government's Building Blocks program and delivered by the VSBA with Council contributions for above-scope items, the project is now complete.	Close
Kindergarten Toilets Privacy Audit	\$-	\$7,465	\$20,000	In response to requests from service operators, works were initiated to increase privacy in children's kindergarten bathrooms. The upgrades balance child safety and supervision, align with Department of Education QARD requirements, and provide modern, best-practice fittings that support safe and comfortable access. An audit is underway, with completion projected for November 2025, and funds have been carried over due to adjusted delivery timelines.	Execute
Mason Street, Altona North Blackspot Funding - Bicycle Connectivity & Pedestrian Facility Improvements	\$-	\$2,934	\$-	Complete.	Close
AW Bond Reserve Fencing and Lighting Upgrades	\$-	\$33,031	\$-	The 110 m fencing works have been completed. Further fencing work is being planned. Lighting conduits are installed, and light pole installation remains on schedule.	Execute
Drainage works at Davies Street Newport	\$-	\$99,729	\$22,000	This program targets flood-prone areas by upgrading stormwater pipes, pits, and related infrastructure where the historic network cannot cope with changing weather and development. Based on Council's 2017 flood mapping and modelling, works include new drainage lines, bluestone channels, pavement, and laneway asphaltting. Stage 1 design is complete, with legal matters being resolved. Safety and design works were finalised this year, and construction is planned for completion in FY25-26 under the adopted Capital Works Program.	Design



Project	Revised Budget \$	Actuals \$	Carry over \$	Status as at end of Fourth Quarter (30 June 2025)	Milestone
Francis Street, Spotswood - Road Reconstruction	-\$20,000	\$95,926	\$-	Design was completed by Hobsons Bay City Council, with construction works to be managed by Maribyrnong City Council. As this is a border road between the two councils, the project is jointly funded	Close
<b>Total</b>	<b>\$80,215,200</b>	<b>\$55,635,707</b>	<b>\$21,582,893</b>		

\* Revised Budget - The revised budget equals the adopted 2024–25 Capital Works budget, plus adjustments, incorporating 2023–24 Q4 carryover changes.

\*\* Carryover - Carryover refers to the 2024–25 budget carryover, or brought-forward budget, reported at the fourth quarter.

## HOBSONS BAY CITY COUNCIL

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**HOBSONS BAY  
LANGUAGE LINE**

**9932 1212**

**INTERPRETER SERVICE FOR ALL LANGUAGES**

**Your Council in your language**

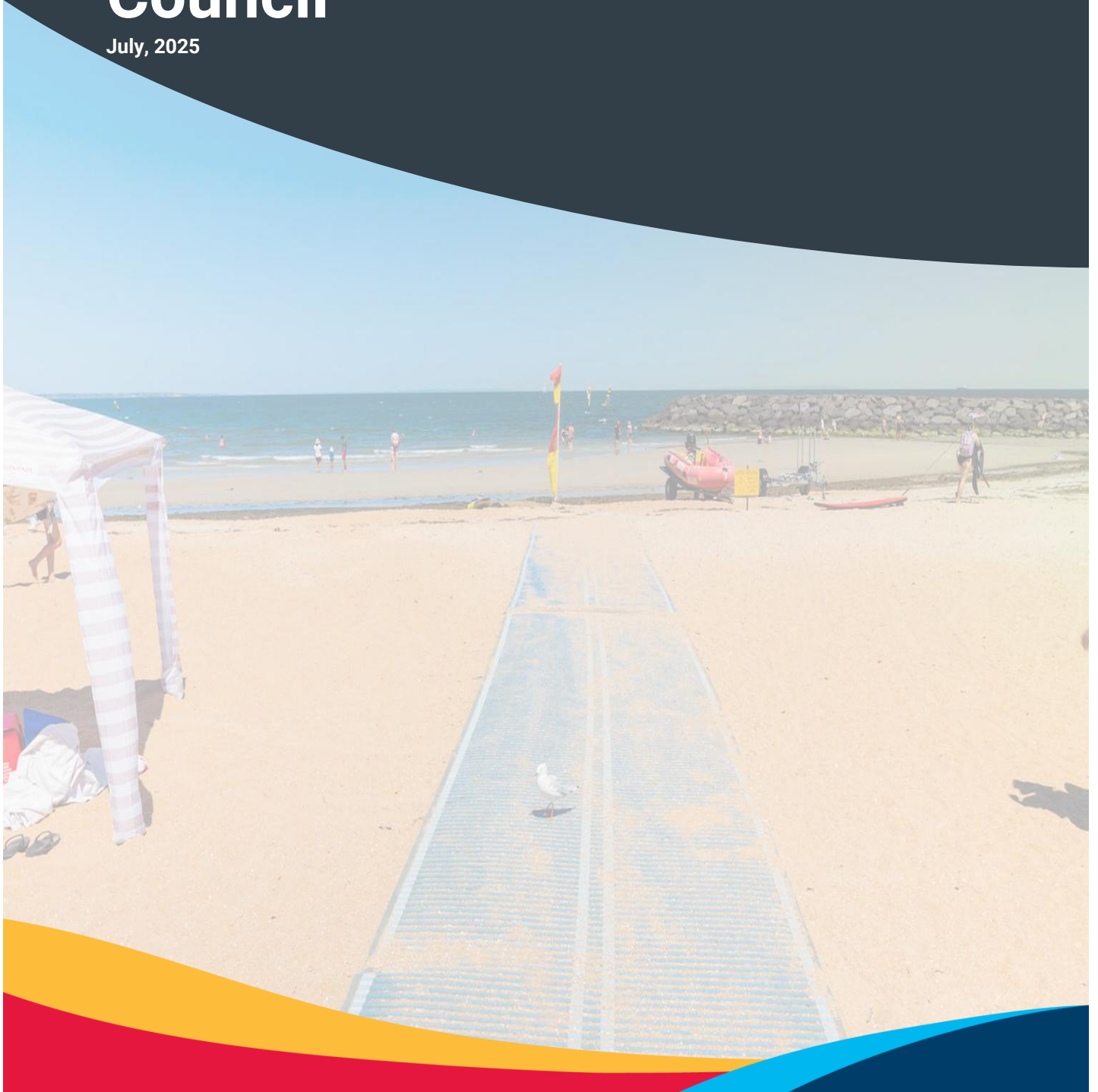
Recorded Council information in:

English	العربية	Ελληνικά
Italiano	ကဵုဒိုန်	Tiếng Việt
粵語	Македонски	普通话

## Endnotes

# Provision of Paid Lifeguard Services - Hobsons Bay City Council

July, 2025



## Overview

Aquatic environments are a fundamental part of Victorian culture. They represent places of shared happiness, reflection and celebration. However, without adequate preparation or the appropriate mitigation tools in place, these environments can devastate the lives of individuals and their loved ones. These tragic incidents become a reality for hundreds of Australians each year (Royal Life Saving Society, 2023). Unlike many other emergencies, drowning is entirely preventable, as the World Health Organization states, although anyone can drown, no one should (Meddings et al., 2021).

For over five years, paid lifeguards within Hobsons Bay have been an integral part of the local community. Synonymous with summer in Victoria, beach lifeguards embody the shared and safe use of Hobsons Bay's foreshore assets, fostering community connection and encouraging active living.

## Hobsons Bay Drowning Profile

In the 2023 - 2024 Life Saving Victoria (LSV) Drowning Report, Hobsons Bay was ranked equal seventh highest local government area in terms of drowning fatality risk (Life Saving Victoria, 2024). The report identified a 78% likelihood of a fatal drowning occurring in any given year. This is supported by 7 drowning fatalities within Hobsons Bay in the past five years.

During the same five-year period, there were 24 non-fatal drowning incidents within the Hobsons Bay area; over three times the average number of non-fatal drownings recorded among all

Victorian LGAs. 19 of these incidents occurred within coastal waterways, specifically at Altona Beach and Williamstown Beach. Notably, 14 of those involved were under 25 years old.

Following the 2024 redevelopment of the Altona Pier and continual increased visitation to beach locations, without effective risk reduction measures, further incidents are expected.

## Life Saving Services in Hobsons Bay

LSV delivers essential risk mitigation strategies across Hobsons Bay's 20 kilometres of coastline. From early November, volunteers patrol at Altona and Williamstown Life Saving Clubs every weekend and public holiday until Easter Monday. Due to the increased level of risk, LSV provides the Hobsons Bay with a paid lifeguard service at both these beaches over the summer 'peak period', from late-December until early-February. These services have managed numerous water and land-based incidents, often working closely with other emergency services such as Ambulance Victoria and Victoria Police. In the 2024/25 season, they performed 46 rescues and managed 34 incidents that required ambulance and/or police support. Altona Beach required assistance from emergency services more than any other beach in Victoria.

In addition to this, LSV's Rescue Water Craft (RWC), Remote Piloted Aerial Surveillance (RPAS), and the Westpac Lifesaver Rescue Helicopter services provide vital surveillance and emergency response within Hobsons Bay. They have regularly responded to incidents in the area, notably, responding to five drowning fatalities in the past five years. These additional services operate throughout the summer period and are fully funded by the State Government.

Within the emergency management field, LSV is recent member of Hobsons Bay's Municipal Emergency Management Planning Committee (MEMPC). By working with council and local emergency services, LSV contributes to response, relief, and recovery arrangements at the municipal level. This collaborative, shared-responsibility approach has fostered stronger interagency relationships and ultimately, led to better outcomes for the community.

In day-to-day operations, beach lifeguards provide a wide range of support to the local community. While rescues and critical incident management are often the most visible aspects of their role, lifeguards perform critical preventative actions that reduce the risk of harm before it occurs.

These responsibilities include:

- Educating beachgoers on aquatic safety and beach conditions
- Reporting on inappropriate or dangerous jet ski usage
- Advising the public on water quality conditions
- Facilitating the safe use of the Mobi-Chair (disability access equipment)
- Building positive relationships with community members
- Encouraging inclusive and responsible enjoyment of the beach
- Promoting broader public health and safety messaging

## Economic and Social Benefits

Performing lifesaving interventions in Hobsons Bay every summer, lifeguards also provide the community with a range of economic and social benefits. A 2025 Victorian study found that at patrolled bay beaches, visitors spend on average \$34.16 per person, per day (Calverley et al., 2025). Across the state, the estimated average economic value of a paid lifeguard service is \$2.6 million per location (Calverley et al., 2025). Highly valued for their role in maintaining safety, lifeguards were also shown to reduce anti-social behaviour, including theft, littering and vandalism (Calverley et al., 2025). Seen as an extension of emergency services such as ambulance and police, beach lifeguards are fundamental in deterring inappropriate jet ski use, public alcohol consumption and various other anti-social behaviours. For Hobsons Bay, the benefits of lifeguard services extend beyond drowning and injury prevention, they represent a commitment to supporting a vibrant social and economic hub across all Wards.

## Responsibilities

Due to Hobsons Bay's extensive coastline, the council is bound by the Marine and Coastal Act and must abide to the Marine and Coastal Policy. The policy presents that councils must include provisions for mitigating the risk of emergencies in the marine and coastal environment (Marine and Coastal Policy, 2020). In this setting, an emergency is defined by the Emergency Management Act 2013 as an "actual or imminent event that may endanger the health or safety of any person in Victoria" (Vic, p. 3). Within Hobsons Bay, drowning is a clear example of an emergency. As such, paid lifeguards represent an appropriate, cost-effective prevention tool that reduces the likelihood of emergencies and minimises the consequences when they occur.



## Current Funding Model

Historically, LSV has funded Hobsons Bay lifeguard service in its entirety. However, with increasing operational demands, LSV requires Hobsons Bay to financially support the service and maintain community safety. In municipalities where significant aquatic risk is identified and a paid lifeguard service operates, Victorian councils co-contribute to support paid lifeguards. For example, the neighbouring Wyndham City Council has funded lifeguards at Werribee South Beach for the past five years. Statewide, more than 15 councils and land managers contribute funding for beach lifeguard services.

LSV calls on the Hobsons Bay City Council to provide financial support for lifeguards at Altona and Williamstown beach for the 2025/26 summer and beyond. To ensure continued public safety and drowning prevention within the community, LSV requests a contribution of \$88,101.07 for the 2025/26 season.

## Season 2025/26 Outlook

As a not-for-profit social enterprise, LSV is reliant on funding from councils and land managers to enable service delivery. **Without funding from the Hobsons Bay City Council, LSV will not run a lifeguard service at Williamstown Beach and will significantly reduce the number of patrolled days at Altona Beach.**

LSV acknowledges that this will increase the risk of drowning and reduce the safe usage of the Hobsons Bay foreshore. As a result, LSV implores the Hobsons Bay Council to act and work towards a partnership that best supports its community.

## References

Calverley, H., Strugnell, G., Santiago, A., & Matthews, B. (2025). Evaluating the impact of the beach lifeguard service: a case study of beachgoers in Victoria, Australia. *Australian Journal of Emergency Management*, 10.47389/40(40:1), 15–21. <https://doi.org/10.47389/40.1.15>

Emergency Management Act (2013). Victoria. <https://www.legislation.vic.gov.au/in-force/acts/emergency-management-act-2013/021>

Life Saving Victoria. (2024). *2023 - 24 Life Saving Victoria Drowning report*. Life Saving Victoria website <https://lsv.com.au/drowning-report-2024/>, accessed 24 June 2025.

Marine and Coastal Policy (2020). Victoria. <https://www.marineandcoasts.vic.gov.au/marine-coastal-management/marine-and-coastal-policy>

Meddings, D. R., Scarr, J. P., Larson, K., Vaughan, J., & Krug, E. G. (2021). Drowning prevention: turning the tide on a leading killer. *The Lancet. Public health*, 6(9), e692–e695. [https://doi.org/10.1016/S2468-2667\(21\)00165-1](https://doi.org/10.1016/S2468-2667(21)00165-1)

Royal Life Saving Society – Australia. (2023). *National Drowning Report 2023*. Sydney, Australia. [www.royallifesaving.com.au/\\_\\_data/assets/pdf\\_file/0009/76824/National\\_Drowning\\_Report\\_2023.pdf](http://www.royallifesaving.com.au/__data/assets/pdf_file/0009/76824/National_Drowning_Report_2023.pdf)

## Attachment 1 - LXPB HBCC Communications Register (1 May to 31 July 2025)

DATE	ISSUE	COMMUNICATIONS / LXPB REQUEST	HBCC OFFICER RESPONSE
<b>Champion and Maddox Road</b>			
5/6/2025	Fortnightly interface meeting for Champion & Maddox level crossing removals & Akuna Link Road	<ul style="list-style-type: none"> <li>Works to commence on site in June</li> <li>Community Notifications</li> </ul>	Officers advised on progress on the Ross Road and Maddox Road Council projects.
19/6/2025	Fortnightly interface meeting	<ul style="list-style-type: none"> <li>Works update</li> <li>Works to commence on site in July</li> </ul>	Officers requested a comprehensive community communications program.
20/6/2025	HBCC Comment Review (Civil & Landscaping)	Discuss Council comments on design	Concerns expressed on design regarding vegetation removal and SUP connections.
3/7/2025	Fortnightly interface meeting	<ul style="list-style-type: none"> <li>Works update</li> <li>LXPB presented the tree removal plans</li> <li>Trader support initiatives to businesses located near and directly impacted by construction</li> </ul>	Officers reiterated its concern and objection to the proposed extent of tree removal. Officers encouraged LXPB to provide greater support to local businesses in accordance with the Council submission.
23/7/2025	Traffic Management Liaison Group Meeting	Discussed upcoming Traffic Management Plans and impacts.	Requested improved signage for detours.
31/7/2025	Fortnightly interface meeting	<ul style="list-style-type: none"> <li>Works update</li> <li>Works to commence on site in August</li> </ul>	Officers requested that LXPB liaise closely with impacted property owners and occupiers.
<b>Akuna Drive Link</b>			
3/6/2025	Meeting to discuss Design Changes (drainage)	To seek Council's comments re proposed changes to various drainage pits throughout the alignment.	Council objected to proposed treatment of overland drainage.
26/6/2025	Meeting to discuss Akuna Maddox Intersection	Design review of proposed intersection treatment	Council reiterated concerns relating to expected congestion and safety issues.
18/7/2025	Design Meeting	To brief and seek feedback from Council on proposed locations and design details for proposed permanent access to Hallmarc land abutting the new Akuna Drive link road.	Feedback provided on Council standards and requirements and request to coordinate with the Hallmarc design.
<b>Maidstone Street</b>			
4/6/2025	Traffic Management Liaison Group Meeting	Update on traffic disruptions	Council requested appropriate signage and community notifications
17/6/2025	Interface Meeting	<ul style="list-style-type: none"> <li>Design updates</li> <li>Works to commence on site in July</li> <li>Community Notifications</li> </ul>	Officers requested that LXPB liaise closely with impacted property owners and occupiers.
26/6/2025	Maidstone LXPB Design Meeting- Bridge Structure	<ul style="list-style-type: none"> <li>Discussion on bridge design elements</li> </ul>	Concerns expressed about the bridge facade transparency and path and traffic lane width.
2/7/2025	Traffic Management Liaison Group Meeting	Update on traffic disruptions and proposed Traffic Management Plans (TMP's)	Officers noted TMP's
8/7/2025	Interface Meeting	<ul style="list-style-type: none"> <li>Design updates</li> <li>Works in July</li> <li>Updated asset allocation proposal presented</li> <li>Community Notifications</li> </ul>	Concerns raised on proposed asset and land allocation to Council with a request to review for further Council comment.
18/7/2025	Traffic Disruptions Notice	This notice covers upcoming closure of Ajax Road at the Maidstone Street intersection.	Officers requested that LXPB liaise closely with impacted property owners and occupiers.
22/7/2025	Interface Meeting	<ul style="list-style-type: none"> <li>Design updates</li> <li>Works in August</li> <li>Community Notifications</li> </ul>	Officers raised the importance of protecting the adjacent native grassland and the need for Council access to the site for maintenance.

DATE	ISSUE	COMMUNICATIONS / LXR REQUEST	HBCC OFFICER RESPONSE
<b>General</b>			
23/6/2025	LXRP / HBCC Executive Meeting	<ul style="list-style-type: none"> <li>Operational Report</li> <li>Items for escalation</li> <li>Strategic Issues</li> <li>Communications update</li> </ul>	<p>Officers raised concerns about the proposed Maddox Road and Akuna Drive intersection treatment and requested a further review by LXRP.</p> <p>Officers provided comment on the proposed Memorandum of Understanding between LXRP and Council.</p>
28/7/2025	LXRP / HBCC Executive Meeting	<ul style="list-style-type: none"> <li>Operational Report</li> <li>Items for escalation</li> <li>Strategic Issues</li> <li>Communications update</li> </ul>	<p>Officers raised concerns on the proposed approach for drainage management along the new Akuna Drive link road, with a particular focus that it may not be compliant with relevant requirements under the Water Act. Officers have requested LXRP to review and pursue a different solution than what is planned.</p> <p>Officers reiterated position that improved cycling and pedestrian facilities should be provided on the new Maidstone Street bridge.</p>

## Record of Assembly of Councillors – Pre Council Meeting Briefing 26 August 2025



**Start Time:** 6:25 PM

**End Time** 6:47 PM

### Attendance

<b>Councillors</b>	<b>Present</b>	<b>Time</b>	<b>Left meeting</b>
Cr Daria Kellander, Altona ward	Online	6.25pm	6:47pm
Cr Diana Grima, Altona Meadows ward	Yes	6.25pm	6:47pm
Cr Kristin Bishop, Spotswood ward	Yes	6.25pm	6:47pm
Cr Lisa Bentley, Williamstown ward	Yes	6.25pm	6:47pm
Cr Michael Disbury, Williamstown North ward	Yes	6.25pm	6:47pm
Cr Paddy Keys-Macpherson, Laverton ward	Online	6.25pm	6:47pm
Cr Rayane Hawli, Altona North ward	Yes	6.25pm	6:47pm

<b>Council Officers</b>	<b>Present</b>	<b>Time</b>	<b>Left meeting</b>
Kerry Thompson, Interim Chief Executive Officer	Yes	6.25pm	6:47pm
Matthew Irving, Acting Director Corporate Services	Yes	6.25pm	6:47pm
Marlo Emmitt, Interim Manager, Corporate Integrity	Yes	6.25pm	6:47pm
Jake Trevaskis Acting Director Infrastructure and City Services	Yes	6.25pm	6:47pm
Elyse Rider, Interim Director Sustainable Communities	Yes	6.25pm	6:47pm
Clare Hogarth-Angus, Manager Communications, Engagement and Advocacy	Yes	6.25pm	6:47pm
John Tanner, Municipal Monitor	Yes	6.25pm	6:47pm

### External Presenters

### Meeting Agenda Topics

<b>1 Council Welcome and Acknowledgement</b>
<b>2 Apologies</b>
- <b>Condolence Statement</b>
<b>3 Disclosure of Interest</b>
<b>4 Confirmation of Minutes</b>
<b>5 Councillor Questions</b>
<b>6 Public Question Time</b>
<b>7 Petitions and Joint Letters</b>
7.1 Petitions and Joint Letters Received
7.1.1 Petition: Hick Street pedestrian and bike crossing
7.2 Responses to Petitions and Joint Letters
7.2.1 Response to Petition: Better West, Birmingham St separated bike and pedestrian paths (UPDATED)
7.2.2 Response to Petition: Install Traffic Management Treatments to Osborne Street, Williamstown
7.2.3 Response to Joint Letter: Formal Recognition and Protection of the Message Tree Site
<b>8 Business</b>
8.1 Office of the Chief Executive Nil
<b>8.2 Corporate Services</b>
8.2.1 Draft Governance Rules and Community Feedback
8.2.2 Introduction of Working With Children Checks for Councillors
<b>8.3 Sustainable Communities</b>
8.3.1 Taskforce Supporting People Seeking Asylum
8.3.2 Nominate a Council Delegate (non-voting) to the Board of The Substation

8.3.3 Use of Electronic Devices and Images Policy
<b>8.4 Infrastructure and City Services</b>
8.4.1 Sunshine Superhub Council Submission
8.4.2 Association of Bayside Municipalities - Fees and Membership
<b>9 Committee and Delegate Reports</b>
9.1 Committee Reports
9.2 Delegate Reports
<b>10 Notices of Motion</b>
10.1 Notice of Motion No 1276: Community Safety and Crime Prevention
10.2 Notice of Motion No 1277: Expression of Solidarity with the Hobsons Bay Community Regarding the Situation in the Middle East
10.3 Notice of Motion No 1278: Council's Human Rights Obligations
10.4 Notice of Motion No 1279: Advocacy for the Situation in Palestine to the Federal Government
<b>11 Record of Assembly of Councillors</b>
<b>12 Supplementary Public Question Time</b>
<b>13 Urgent Business</b>
<b>14 Close of Meeting</b>

### Interest Disclosures

Councillors: Nil

Officers: Nil

External: Nil

### Meeting movements - Nil

# Record of Assembly of Councillors – Councillor Briefing 02 September 2025



**Start Time:** 6.01 PM

**End Time** 8:55 PM

## Attendance

<b>Councillors</b>	<b>Present</b>	<b>Time</b>	<b>Left meeting</b>
Cr Daria Kellander, Altona ward	Apology	-	-
Cr Diana Grima, Altona Meadows ward	Yes	6.01pm	8.55pm
Cr Kristin Bishop, Spotswood ward	Yes	6.01pm	8.55pm
Cr Lisa Bentley, Williamstown ward	Yes	6.01pm	8.55pm
Cr Michael Disbury, Williamstown North ward	Yes	6.01pm	8.55pm
Cr Paddy Keys-Macpherson, Laverton ward	Yes	6.09pm	8.55pm
Cr Rayane Hawli, Altona North ward	Yes	6.01pm	8.55pm

<b>Council Officers</b>	<b>Present</b>	<b>Time</b>	<b>Left meeting</b>
Kerry Thompson, Interim Chief Executive Officer	Yes	6.01pm	8.55pm
Matthew Irving, Acting Director Corporate Services	Yes	6.01pm	8.40pm
Elyse Rider, Interim Director Sustainable Communities	Yes	6.01pm	8.24pm
Jake Trevaskis, Acting Director Infrastructure and City Services	Yes	6.01pm	8.24pm
Janet Dawes, Manager Arts, Culture and Community	Yes	6.03pm	7.22pm
Brook Quinn, Team Leader Social Planning	Yes	6.49pm	7.22pm
David Power, Manager Strategy, Economy and Sustainability	Yes	6.03pm	7.22pm
Michelle Findlay, Acting Manager Community Life	Yes	7.23pm	8.21pm
Adrian Larkin, Acting Coordinator Youth Services	Yes	7.23pm	8.15pm
Vesna Dupor, Service Development & Compliance Lead	Yes	7.23pm	8.21pm
Meghan Ninkovic, Coordinator Community Child Health	Yes	7.23pm	8.15pm
Mahongo Fumbelo, Coordinator Community Support	Yes	7.23pm	8.21pm
John Tanner, Municipal Monitor	Yes	6.01pm	8.55pm
Clare Hogarth-Angus, Manager Communications, Engagement and Advocacy	Yes	6.01pm	8.24pm

## External Presenters

Inspector Damien Madden, Victoria Police	Yes	6.03pm	6.49pm
Rebecca Paterson, Alliance for Gambling Reform	Yes	6.49pm	7.22pm



## Meeting Agenda Topics

### Agenda

<b>1. Briefing Presentations (for discussion)</b>
1.1. Community Safety and Victoria Police Hobsons Bay
1.2. Alliance for Gambling Reform
1.3. Community Life Update
1.4. Aged Care Advocacy
<b>2. Council Briefing Reports (for Councillor info and noting)</b>
2.1. Level Crossing Removals - Project Update
2.2. Point Cook Road and Central Avenue Intersection
<b>3. Committee and Delegate Reports Nil</b>
<b>4. CEO Update and Councillor Updates</b>
4.1. Councillor Update and Discussion
4.2. CEO Confidential Verbal Update (as necessary)

### Interest Disclosures

Councillors: Nil

Officers: Nil

External: Nil

### Meeting movements

Clare Hogarth-Angus	6.55pm- 6.57pm
Cr Kristin Bishop	7.22pm- 7.25pm
Jake Trevaskis	7.22pm-7.25pm
Cr Lisa Bentley	7.23pm- 7.28pm
Cr Keys-Macpherson	7.23pm 7.25pm
John Tanner	7.24pm- 7.26pm
Clare Hogarth-Angus	7.40pm- 7.43pm
Kerry Thompson	8.22pm- 8.24pm



# Record of Assembly of Councillors – Councillor Briefing 09 September 2025



**Start Time:** 6.01 PM

**End Time** 9:42 PM

## Attendance

<b>Councillors</b>	<b>Present</b>	<b>Time</b>	<b>Left meeting</b>
Cr Daria Kellander, Altona ward	Apology	-	-
Cr Diana Grima, Altona Meadows ward	Yes	6.01pm	9:42pm
Cr Kristin Bishop, Spotswood ward	Yes	6.01pm	9:42pm
Cr Lisa Bentley, Williamstown ward	Yes	6.01pm	9:42pm
Cr Michael Disbury, Williamstown North ward	Yes	6.01pm	9:42pm
Cr Paddy Keys-Macpherson, Laverton ward	Yes	6.09pm	9:42pm
Cr Rayane Hawli, Altona North ward	Yes	6.01pm	9:42pm

<b>Council Officers</b>	<b>Present</b>	<b>Time</b>	<b>Left meeting</b>
Kerry Thompson, Interim Chief Executive Officer	Yes	6.01pm	9:42pm
Allison Kenwood, Acting Director Corporate Services	Yes	6.01pm	9:42pm
Elyse Rider, Interim Director Sustainable Communities	Yes	6.01pm	9:42pm
Matthew Irving, Director Infrastructure and City Services	Yes	6.01pm	9:42pm
John Tanner, Municipal Monitor	Yes	6.01pm	9:42pm
Clare Hogarth-Angus, Manager Communications, Engagement and Advocacy	Yes	6.01pm	9:42pm
Arthur Vatzakis, Manager Planning, Building and Health Services	Yes	6:51pm	7:54pm
David Treppo, Manager Capital Works	Yes	7:35pm	8:15pm
Hamish Munro, Chief Financial Officer	Yes	7:55pm	8:36pm
Ben Gross, Acting Manager Active Communities and Assets	Yes	6:52pm	7:34pm
Alexandra Rio, Coordinator Planning Operations	Yes	6:52pm	7:34pm
Chris Willard, Coordinator Major Projects	Yes	6:52pm	7:34pm

## External Presenters

Item 1.1: Dr Nikki Vincent, Public Sector Gender Equality Commissioner	Yes	6.01pm	6:51pm
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## Meeting Agenda

1.1. Public Sector Gender Equality Commissioner - Dr Nikki Vincent
1.2. Precinct 15: An Overview
1.3. Melbourne Water Flood Modelling
1.4. Capital Works Progress Report Q4 FY2024-25
1.5. Interim Financial Report for the year ended 30 June 2025

1.6. Draft Annual Financial Report for the year ended 30 June 2025
1.7. Sports and Recreation Polices Update
<b>2. Council Briefing Reports (for Councillor info and noting)</b>
2.1. Life Saving Victoria – Paid Lifeguard Service
2.2. Response to Petition Hicks Street Pedestrian and Bike Crossing
2.3. Contract 2025.MAV.01 Statewide Roads Panel
<b>3. Committee and Delegate Reports</b>
<b>3.1. Committee Reports</b>
3.1.1. Nil Reports
<b>3.2. Delegate Reports</b>
3.2.1.
<b>4. CEO Update and Councillor Updates</b>
4.1. Councillor Update and Discussion
4.2. CEO Confidential Verbal Update (as necessary)

## Interest Disclosures

Councillors: Nil

Officers: Nil

External: Nil

## Meeting movements – Break 8:36 – 8:39pm

Cr Diana Grima	6:36pm – 6:39pm
Elyse Rider	6:36pm – 6:36pm
Kerry Thompson	6:51pm – 6:56pm
John Tanner	7:34pm – 7:47pm

## Record of Assembly of Councillors – Councillor Briefing 16 September 2025



**Start Time:** 6:01 PM

**End Time 8:03 PM**

### Attendance

<b>Councillors</b>	<b>Present</b>	<b>Time</b>	<b>Left meeting</b>
Cr Daria Kellander, Altona ward	Yes	6:01pm	8:03pm
Cr Diana Grima, Altona Meadows ward	Yes	6:01pm	8:03pm
Cr Kristin Bishop, Spotswood ward	Yes	6:01pm	8:03pm
Cr Lisa Bentley, Williamstown ward	Apology	-	-
Cr Michael Disbury, Williamstown North ward	Yes	6:01pm	8:03pm
Cr Paddy Keys-Macpherson, Laverton ward	Yes	6:01pm	8:03pm
Cr Rayane Hawli, Altona North ward	Yes	6:01pm	8:03pm

<b>Council Officers</b>	<b>Present</b>	<b>Time</b>	<b>Left meeting</b>
Kerry Thompson, Interim Chief Executive Officer	Yes	6:01pm	8:03pm
Allison Kenwood, Interim Director Corporate Services	Yes	6:01pm	8:03pm
Elyse Rider, Interim Director Sustainable Communities	Yes	6:01pm	8:03pm
Matthew Irving, Director Infrastructure and City Services	Yes	6:01pm	8:03pm
Marlo Emmitt, Acting Manager Corporate Integrity	Yes	6:01pm	8:03pm
John Tanner, Municipal Monitor	Yes	6:01pm	8:03pm
Logan Sinclair	Yes	6:01pm	6:29pm
David Power, Manager Strategy, Economy and Sustainability	Yes	6:30pm	6:42pm
Zoran Jovanovski, Coordinator Strategic Planning	Yes	6:30pm	6:42pm
David Kilroe, Acting Team Leader Strategic Planning	Yes	6:30pm	6:42pm
Arthur Vatzakis, Manager Planning, Building and Health Services	Yes	7:06pm	7:46pm
Chris Willard, Coordinator Major Projects	Yes	:06pm	7:46pm
Alexandra Rio, Coordinator Planning Operations	Yes	:06pm	7:46pm

### External Presenters Nil

### Meeting Agenda Topics

#### 1 Presentations

1.1 Risk Appetite Workshop

1.2 Council Strategic Planning Update: State Engagement and Future Directions

1.3 Errors and Anomalies Amendment C145

1.4 Protocol for Meetings and Invites for Councillors

1.5 Review of Instruments of Delegation S5, S6 and S18

1.6 Update: Instrument of Delegation - LeadWest Joint Delegated Committee

1.7 Update: Appointments and Authorisations

1.8 Statutory Planning Update: Delegated Planning Committee, Delegations and 2024-25 Performance

#### 2 Council Reports - For Briefing

2.2 West Gate Tunnel Project Update - September 2025

2.3 Memorial Plaque Application - Robert Flaherty

3 Committee and Delegate Reports
3.1 Committee Reports: Nil
3.2 Delegate Reports:
3.2.1 Hobsons Bay Local Safety Committee
4. Councillor and Chief Executive Officer Updates
4.1 Councillor Update and Discussion
4.2 Chief Executive Officer Confidential Verbal Update
End of Meeting

**Interest Disclosures**

Councillors: Nil

Officers: Nil

External: Nil

**Meeting movements** Nil